

Village Of Cache Creek

Policy No. C8

Remuneration for Non-Union Staff in Acting Positions

Date Approved by Council:
May 12, 2008

Effective:
May 12, 2008

Date Amended by Council:

Effective:

Policy Statement:

This policy defines the circumstances and methods for increased pay rates for non-union staff acting in a position of higher authority and responsibility.

Purpose:

For greater certainty and clarity, this policy reduces the need for Council to decide a suitable rate of pay for non-union staff filling in for a position of higher authority and responsibility.

Definitions:

“week” – means a normal work week, including any statutory holidays

Procedures:

1. For the first week when acting in a position of higher authority and responsibility, there shall be no increased pay.
2. When acting in a position of higher authority and responsibility for more than one week and less than 12 weeks, the rate of pay shall be increased by 50% of the difference between the employee’s normal rate of pay and that of the position they are acting in, following the first week so worked.
3. When acting in a position of higher authority and responsibility for 12 weeks or more, the rate of pay shall be the same as the normal rate of pay of the position they are acting in, following the first twelve weeks so worked.