



huu ay aht

ANCIENT SPIRIT, MODERN MIND

**HUMAN RESOURCES POLICY
REGULATION AMENDMENT
REGULATION, 2020**

REGISTRY OF LAWS CERTIFICATION

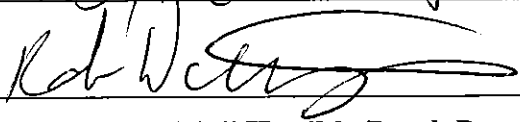
I certify that the *Human Resources Policy Regulation Amendment Regulation, 2020* was passed by Executive Council on:

June 11, 2020



Chief Councillor, Robert Dennis

I certify that the *Human Resources Policy Regulation Amendment Regulation, 2020* is enacted as law on:

Rob Dennis jr for


Ta'yii Hawilth, Derek Peters

I certify that the *Human Resources Policy Regulation Amendment, 2020* came into force on:

June 11, 2020



Coraleah Bauer, Law Clerk

Human Resources Policy Regulation Amendment Regulation, 2020

Contents

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Amendments

- 1** *The Human Resources Policy Regulation, HFNR 9/2011, is amended as follows:*

(a) Section 3 is repealed and replaced by:

“Human resources policy

- 3** (1) The Human Resources Policy set out in the Schedule is adopted in accordance with section 84 of the Act and has the force of law.
- (2) In the event of a public health emergency, the Executive Director may put in place such temporary policies as in the Executive Director’s sole discretion are reasonably necessary to ensure the safe and effective functioning of the workplace.
- (3) If there is a conflict between a policy under subsection (2) and the Human Resources Policy in the Schedule, the policy under subsection (2) prevails.”

(b) In section section 5, by repealing subsection (11)and replacing it with:

“(11) The government’s departmental organization chart set out on the following page.



(c) In section 6, by repealing the table in subsection (1) and replacing it with the following:

Description	Job	Minimum	Mid-point	Maximum
Executive Director	1	100 000.00	150 000.00	200 000.00
Associate Executive Director	1.5	96 900.00	109 650.00	122 400.00
Director 1	2	86 700.00	99 450.00	112 200.00
Director 2	3	61 200.00	73 950.00	86 700.00
Manager 1	4	56 100.00	66 300.00	76 500.00
Technical Specialized	5	45 430.00	64 205.50	82 981.00
Manager 2	6	40 800.00	53 550.00	66 300.00
Technical certified	7	37 128.00	43 758.00	50 388.00
Technical, no certification	8	34 251.00	34 251.00	37 128.00
Assistants	9	34 251.00	34 251.00	34 251.00
Receptionist, Janitor	10	34 251.00	34 251.00	34 251.00

(d) In the Schedule, by repealing the front cover, page 8 and page 57 and replacing them with the corresponding pages in the Schedule to this regulation.

Commencement

- 2** This regulation comes into force on the date of its enactment by Executive Council.

Consolidation

- 3** The Law Clerk is directed to consolidate the *Human Resources Policy Regulation*, HFNR 9/2011 to include the amendments contained in this regulation.

SCHEDULE

Replacement Pages for the Human Resource Policy

[3 pages to follow]

SCHEDULE

Huu-ay-aht First Nations

HUMAN RESOURCE POLICY

APPROVED BY EXECUTIVE COUNCIL

Effective June 11, 2020

HFNR 5/2013, s. 1.; HFNR 1/2018, s. 1(c); HFNR 3/2018, s. 1(b), ◆.

**HUU-AY-AHT FIRST NATIONS
HUMAN RESOURCE POLICY MANUAL**

POLICY	Policy Number:	A 2.0
Recruitment, Selection and Promotion - <i>Continued</i>	Effective Date: Revision Date:	Page: 2 of 4

SPECIFIC POLICIES

Selection Committee

2. The Selection Committee shall be responsible for reviewing and understanding the relevant position description and position qualifications, determining the list of applicants for interview, interviewing, and the reviewing of applicant references.
3. The Selection Committee responsible for the **recruitment and selection of the Executive Director** shall consist of:
 - all members of Executive Council; and
 - other external consultants and/or internal advisors as may be invited by the Executive Council.
4. The Selection Committee responsible for the recruitment and selection of the Associate Executive Director shall consist of:
 - the Executive Director (Chair of the Selection Committee); and
 - other external consultants and/or internal advisors as may be invited by the Executive Director.
5. The Selection Committee responsible for the **recruitment and selection of a Director** shall consist of:
 - the Executive Director (Chair of the Selection Committee);
 - the Human Resources Manager; and
 - other external consultants and/or internal advisors as may be invited by the Executive Director.

**HUU-AY-AHT FIRST NATIONS
HUMAN RESOURCE POLICY MANUAL**

POLICY	Policy Number:	D 13.0
Campaigning Leave	Effective Date: Revision Date:	Page: 1 of 1

GENERAL POLICY

- ◆ The *Election Act* requires that an employee who intends to run for HUU-ay-aht elected office must take a leave of absence for the duration of the campaign, and must resign from employment if elected.

SPECIFIC POLICIES

Requirement for Leave

1. An employee who intends to seek nomination for an HUU-ay-aht elected office must provide written notice to the Executive Director prior to his or her nomination. Employees are encouraged to provide as much notice as possible so that arrangements can be made for coverage of their positions, and shall provide no less than one week of notice.
2. Campaigning leave shall be with pay.

Benefits During Campaigning Leave

3. Coverage under the employer's Group Insurance Benefits Plan shall continue during the leave period providing the employee pays, within a reasonable time, any contributions she or he would normally have paid. The employer shall continue to pay its required premiums so long as the employee pays his or her required premiums.

After the Election

4. If the employee is not elected, the employee shall return to his or her position beginning on the first work day after the election results are announced.
5. If the employee is elected, the employee shall resign from his or her position before taking the Oath of Office. An employee who takes the Oath of Office without resigning shall be deemed to have resigned on the date the oath was taken.