

Notification of Extension of TAHD Exceeding 1 Year

Last revised: January 2019

Last reviewed: January 2019

Next review: January 2020

Public Service Commission

In accordance with PS/GE Collective Agreement, Article 12.4 A), the Ministry/Agency is providing the SGEU with notification of a Temporary Assignment of Higher Duties (TAHD) exceeding one (1) year.

*Ministry/Agency completes notification form and submits to SGEU either through electronic mail at ReginaReception@sgeu.org or direct mail (1011 Devonshire Drive, REGINA, SK S4X 2X4), and forwards a copy of the notification to the Human Resource Service Centre HRSC@gov.sk.ca, **prior to the expiry of the TAHD assignment.***

Date (MM/DD/YY)

Personal Information

Name

Number

Email

Ministry/Agency

Employee's Home Classification Level and Occupation

Work Address

MIDAS #

TAHD Information

Employee initially assigned TAHD from:

Day/Month/Year

To

Day/Month/Year

TAHD is being extended from:

Day/Month/Year

To

Day/Month/Year

TAHD Classification Level and Occupation

Supervisor/Manager Name

Date

Supervisor/Manager Signature