



August 1, 2022

Applicant c/o  
Access and Privacy Officer  
Corporate Information Management, ATIPP Office

Final Response ATIPP Access Request 22-312

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**Decision**

The Public Service Commission has searched the Classification Branch and identified records responsive to Access Request #22-312. Our final response on the information is as follows:

**Granted In Full**

The Public Service Commission is granting access in full to records relating to the request noted below:

Copy of the following Job Description, including Pay Classification Level (ex. SS12, ST15 etc), Provide most currently available version as of June 15, 2022. Department: HSS  
Location: Whitehorse Emergency Shelter Position: Manager of Social Services Program Support.

**ADDITIONAL INFORMATION:**

We are seeking further clarification on the job description requested as no record was found for 'Manager of Social Services Program Support.' The Whitehorse Emergency Shelter has two positions which contains 'Manager' in their job title which are:

Manager, Whitehorse Emergency Shelter, and

Manager, Whitehorse Emergency Shelter and Program Support (TA) – no record found of job description (based on list of duties)

The new question they have reads as:

*Supposedly there is a Job Description with the original title, but the job is located in Divisional Support Services at HSS. However, it may be what the applicant is looking for. Can you please let them know it exists and determine which one of the choices the applicant would like us to provide.*

Please see the applicant's response below in red:

**Yes - the Temporary Assignment position would suffice.**

There is no charge for this request.


### **Right to Complain**

You have the right to make a complaint in respect of this response to the Yukon Information and Privacy Commissioner under Section 66 of the ATIPP Act, no later than 30 business days after you receive this response. To make a complaint, contact:

Yukon Information and Privacy Commissioner  
3162 3<sup>rd</sup> Ave.  
Whitehorse, YK Y1A 1G3  
E-mail: [intake@yukonombudsman.ca](mailto:intake@yukonombudsman.ca)  
Phone: (867) 667-8468; toll free (in Yukon) 1-800-661-0408 (ext. 8468)

### **Contact Person in Department**

If there are any questions, please contact Gwen Rempel, Access and Privacy Analyst for the Public Service Commission at (867) 667-8774 or [psc-atipp@yukon.ca](mailto:psc-atipp@yukon.ca)

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| Reviewed by:                              | Signature:   |
| Sherri Young, Public Service Commissioner |  |