

# Small businesses offered pay equity program

To help small business employers in the Peel, Halton and Etobicoke regions meet pay equity requirements, the Federal Business Development Bank (FBDB) is now offering a Pay Equity Counselling Programme through its Counselling Assistance to Small Enterprises Service (CASE).

In 1987 the Ontario government passed the Pay Equity Act which requires that men and women

who are performing different jobs, but which are of equal value to the employer, be paid the same amount. In deciding which jobs are of comparable value, an employer must first determine job content by describing the skill, effort, responsibilities and working conditions involved in a job. This may be done by examining job specifications, conducting interviews, distributing questionnaires, and other methods.

Under the Pay Equity Act, businesses must meet the requirements of the Pay Equity legislation according to a specific timetable. For companies with 100-499 employees, a plan outlining how the company plans to comply with the legislation had to be filed by January of this year. For companies with 10-49 and 50-99 employees it is not mandatory to submit plans to the Pay Equity Commission, however,

these companies must meet pay equity requirements by January 1, 1992 and January 1, 1993 respectively.

Working with the internal management of a small or medium-sized business, the CASE counsellor can help the company meet these deadlines. CASE will ensure position questionnaires meet requirements. These documents will then help determine which jobs within the

organization are of comparable value and will pinpoint any wage discrepancies between them. Company officers will receive training from the counsellor in the evaluation process and will participate in the review of the positions. Once this Pay Equity Counselling Programme has been completed, companies will know specifically what, if any, wage adjustments are required in order to comply with the Pay Equity Act.

For employers embarking on a pay equity programme, other (optional) counselling that is recommended through CASE, where the company does not have existing systems, is the Compensation Survey and Classification Package and the Performance Appraisal Package. The Compensation Survey and Classification Package provides a means by which employers can determine on a geographical or industry basis, salary and benefit levels for similar jobs.

The Performance Appraisal Package provides a company with a method of evaluating the worth and ability of an employee in his or her performance on an assigned job. Without this evaluation, it is difficult to determine whether an employee should or should not receive salary increases or whether additional training is required.

Costs for CASE are very affordable. The Pay Equity, Compensation Survey and Classification, and Performance Appraisal Packages are priced according to the complexity of the individual assignments and provide excellent human resource management tools for any company.

For more information on this and other business counselling opportunities, call the Mississauga CASE office at (416) 566-6417.

The Federal Business Development Bank is a Crown corporation that promotes the creation and development of businesses in Canada, especially small and medium-sized businesses. It provides long term loans and guarantees, venture capital and a broad range of management training, counselling and planning services.

## Former resident wins award

Former Georgetown resident, Eric Hessels, has been chosen to receive the Alumni Association Graduate Research Award for his research on the fundamental laws of electric and magnetic forces from the University of Notre Dame in Indiana.

Mr. Hessels, a doctoral candidate in physics, recently presented his thesis on "Precision Microwave Spectroscopy of High Angular Momentum n=10 Helium Rydberg States" which concerns an electron's very large, nearly circular orbit around a positive helium ion.

According to Stephen R. Lundeen, professor of physics and Mr. Hessels' research advisor, Mr. Hessels has studied special excited states of the helium atom, in which one of the atom's two electrons has a very large orbit around the rest of the atom.

During his studies at Notre Dame, Mr. Hessels has published eight articles in research journals and has another paper under review. He has also given several talks at scientific conferences. As well, he has been measuring very precisely the energies of the different possible orbits by using lasers and microwaves and comparing their differences.

Mr. Hessels' parents are Gerald and Janet Hessels of Joseph Street in Glen Williams.

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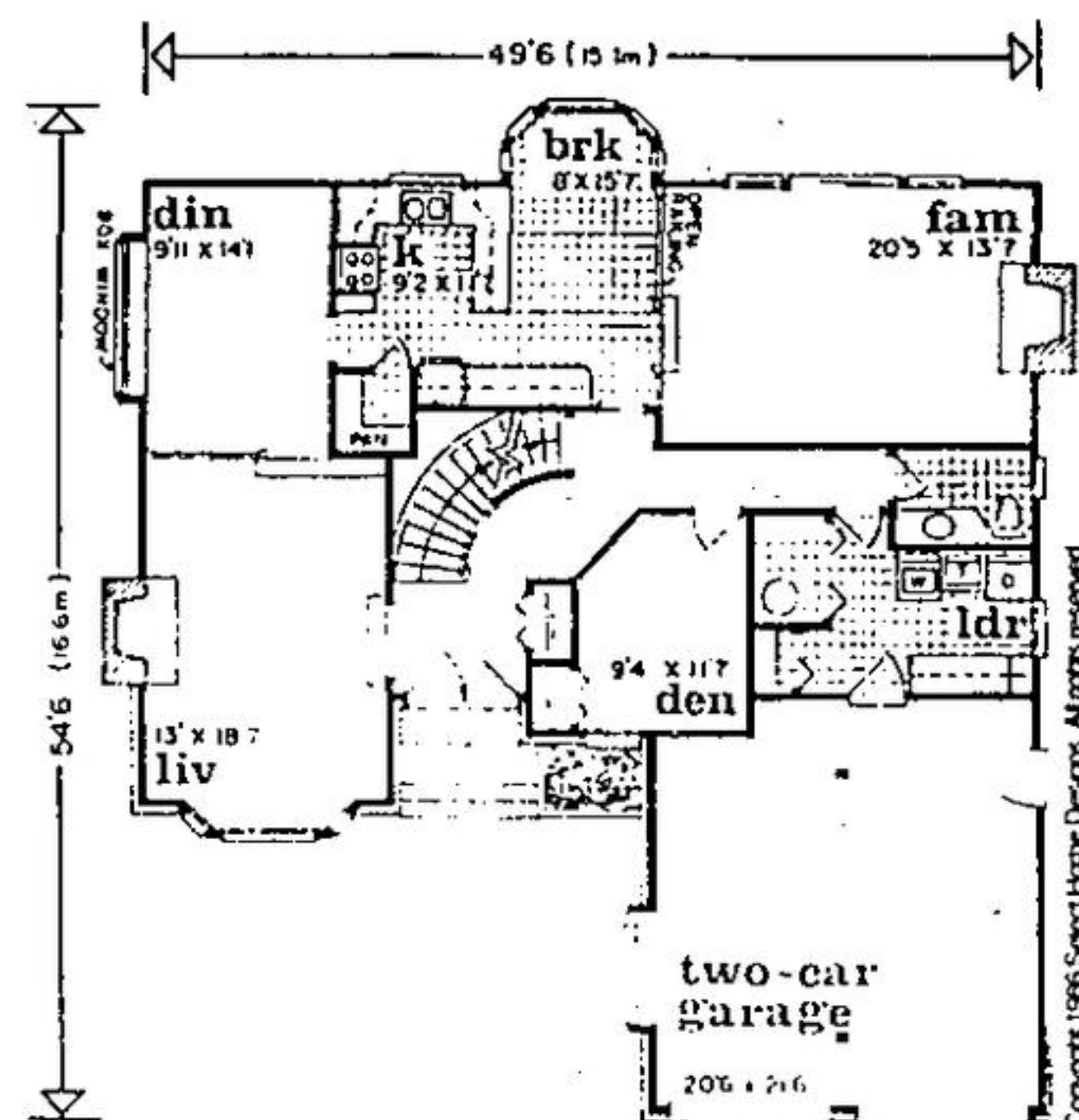
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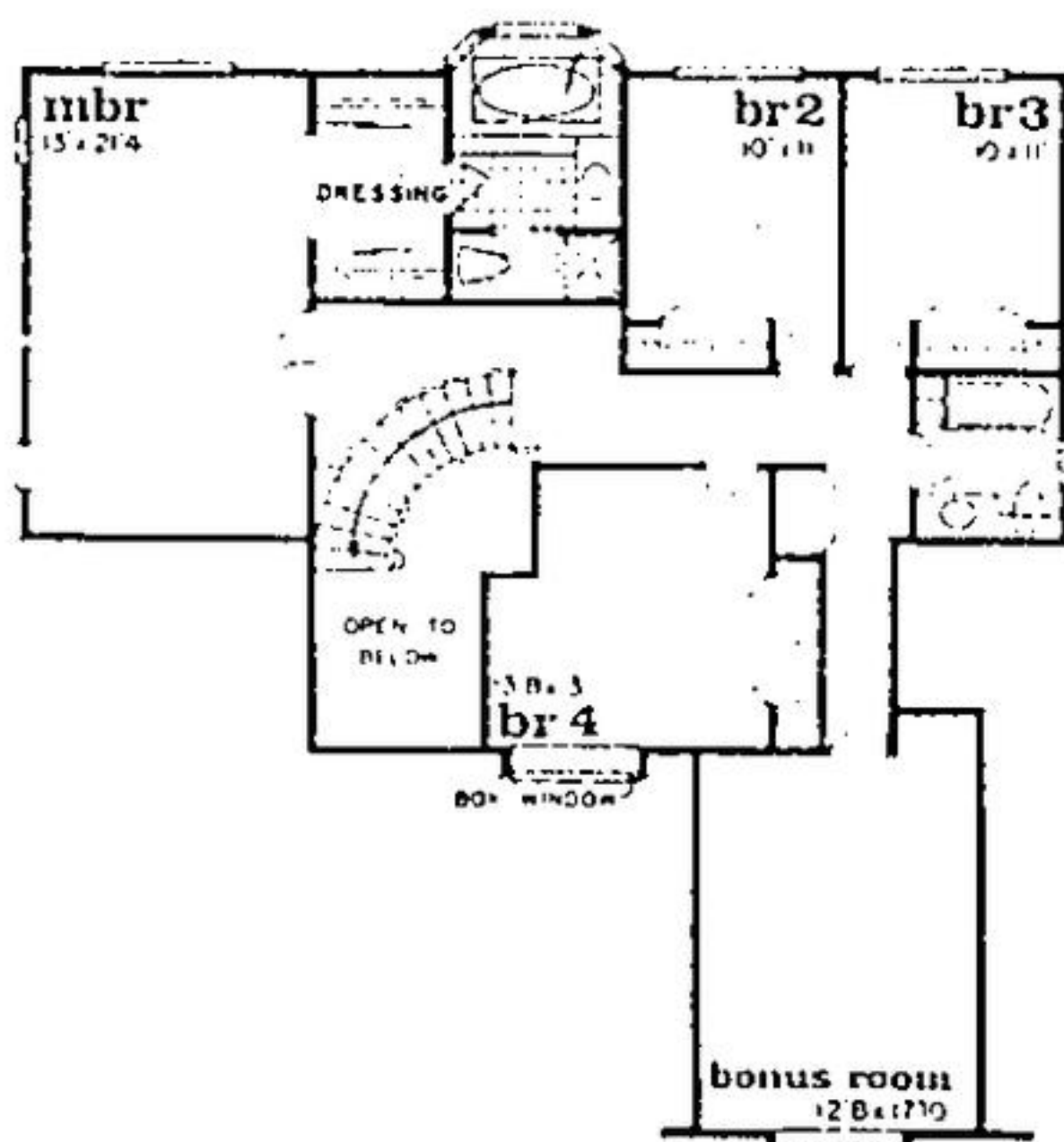
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