

May 12, 2015

Cam Wilson

Dear Cam:

Re: Summer Intern, Youth Employment Program Level 2
Office of the Premier, Victoria

I am pleased to offer you the above-noted appointment. Your salary upon appointment will be \$1,186.04 bi-weekly. This appointment is effective on June 1, 2015. The term of your employment is limited to August 21, 2015, however, as employment is dependent on work requirements and salary funds being available, this date may change. If the end date of your employment changes, you will be notified as soon as possible.

Your supervisor will be Jordan McPhee, Manager of Operations in the Premier's Office.

You will be excluded from union or association membership. The terms and conditions of your employment are available on the employee intranet and available to you when you start work, so that you will be familiar with them. If you have any questions, please let me know.

As the duties of this position meet the requirements of the Security Screening Policy, a check must be completed. You will be given this form to complete and return to this office for processing. This offer of employment is subject to a satisfactory outcome of this search. During your employment with the Premier's Office, you will be required to notify your supervisor in the event that you are arrested, charged or convicted of any criminal offence.

..../2

As a new employee, there are certain documents necessary to commence payroll and others that are required as a condition of employment. The documents will be given to you for completion as quickly as possible after your start date to ensure timely payroll processing. The *Public Service Act* requires that you swear or affirm an oath of employment. Your acceptance of this offer confirms your understanding of and agreement to comply with the Standards of Conduct for Public Service Employees.

Please confirm your acceptance of this offer by signing below and returning the original to Michelle Learny, Director of Executive Operations.

Yours truly,

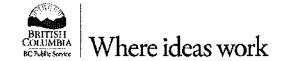
Michele Cadario

Deputy Chief of Staff

Office of the Premier

pc: Michelle Leamy, Director of Executive Operations

accept _	Can Wilson	Date:	1ay 13th,	<u> 201</u> 5
decline _		Date:		



PERSONAL AND EMERGENCY CONTACT INFORMATION

This information is confidential and is covered by the provisions of the *Freedom of Information and Protection of Privacy Act*.

Should you need to update your information, you can do so through Employee Self Service (ESS). For new employees, or those who do not have ESS access, submit this form to the Client Services Division of the BC Public Service Agency (3^{rd} Floor - 940 Blanshard Street) for processing.

PERSONAL INFORMATION	
NAME	
Camuon Wilson	
ADDRESSs.22	
_	
BOOTAL CORE - 22	PHONE \$.22
POSTAL CODE s.22	PHONE 3:22
Person(s) you wish contacted in case of emerge	ncy.
. , ,	
EMERGENCY CONTACT(S)	
NAME Paul Wilson	RELATIONSHIP COXMO
ADDRESS ^{s.22}	
J	
POSTAL CODE s.22	PHONE s.22
NAME Winey William	RELATIONSHIP mother
ADDRESS s.22	·
ADDRESS	
POSTAL CODE S.22	PHONE S.22
NAME Lucas Wilson	RELATIONSHIP Broker
ADDRESS	13104445
ADDRESS	
	·
POSTAL CODE	PHONE s.22
	<u> </u>
	,
Car Win	2015/06/01
EMPLOYEE'S SIGNATURE	DATE

E-mail Message

From: Leamy, Michelle T PREM:EX [SMTP:Michelle.Leamy@gov.bc.ca] To: Hermiston, Marilee PSA:EX [SMTP:Marilee.Hermiston@gov.bc.ca]

Cc:

Sent: 2015-06-02 at 5:04 PM Received: 2015-06-02 at 5:04 PM Subject: FW: Staff Changes

Attachments: 20150602170118.pdf

Hi Marilee:

Here is the info to generate an employee number for Cam:

s.22

Thanks.

m

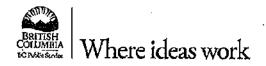
From: Leamy, Michelle T PREM:EX Sent: Tuesday, June 2, 2015 5:04 PM To: Hermiston, Marilee PSA:EX Subject: Staff Changes

Hi Marilee:

Please be advised that Cameron Wilson has started with the Premier's office as Summer Intern, Youth Employment Program Level 2. His signed letter of offer is attached. Cam's term runs from June 1 - August 21, 2015.

Thanks.

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Information and Communications Technology (ICT) Agreement

Information Management and Information Technology Management

I, Cowers Wilson, have received a copy of the Standards of Conduct and the Policy Directive dated March 21, 2014 entitled 'Appropriate Use of Government Information and Information Technology Resources' and understand my responsibilities regarding the appropriate use of government information and communications technology.									
Com Wilson Employee Signature	1017 /06/0	<u>i</u>							

BCPSA HR Client Services for Employee Personnel File

pc:

Public Service Act

PUBLIC SERVICE OATH REGULATION

Form of oath

1 The prescribed form of oath for the purposes of section 21 of the *Public Service Act* is as follows:

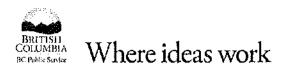
As a member of the British Columbia Public Service, I, Canadan, [employee name] do solemnly swear/affirm [circle one] that I will

- 1 loyally serve the people of British Columbia through their democratically elected government,
- 2 honour and faithfully abide by the Standards of Conduct for Public Service Employees, and
- 3 to the best of my ability,
 - (a) act with integrity, putting the interests of the public and the public service above my own personal interest and avoiding all conflicts of interest, whether real or perceived,
 - (b) safeguard confidential information, not divulging it unless I am either authorized to do so or required to do so by law,
 - (c) base my advice, recommendations and decisions on the objective evidence that is available to me,
 - (d) serve the government impartially, and
 - (e) conduct myself honestly and ethically, in a manner that maintains and enhances the public's trust and confidence in the public service and does not bring it into disrepute.

Sworn/Affirmed [circle one] by me, at Victoria, this first day of
Con Wah
Person giving Oath or Affirmation
Person administering Oath or Affirmation

Note: this regulation replaces B.C. Reg. 51/87,

[Provisions of the *Public Service Act*, R.S.B.C. 1996, c. 385, relevant to the enactment of this regulation: sections 21 and 25]



Standards of Conduct Acknowledgement

The Standards of Conduct Policy for BC Public Service employees can be read online and downloaded in printable format.

The objectives of this policy are to describe the standards of conduct expected of employees and to define employer and employee responsibilities related to them. Some of the principles described in the policy statement are reflected in the Oath of Employment taken by all employees upon entering the Public Service.

Public Service employees who breach the Standards of Conduct may be subject to disciplinary action up to and including dismissal.

Please ensure you read the policy and adhere to its principles and procedures, noting especially the accountabilities of employees. Sign the statement at the bottom of this page and return it to MyHR@gov.bc.ca within ten working days. Retain the attached policy for your records.

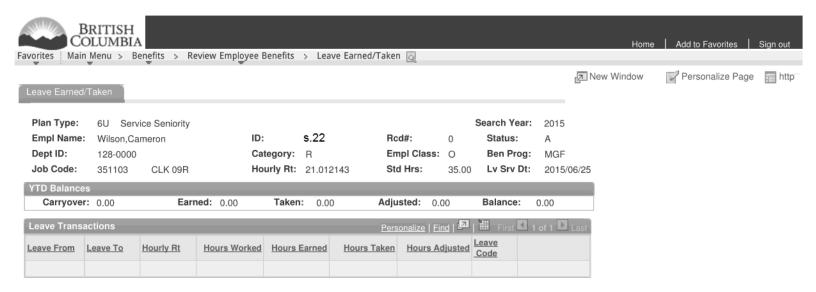
I hereby acknowledge that I have received a copy of the policy on Standards of Conduct and that I have read and understood this policy.

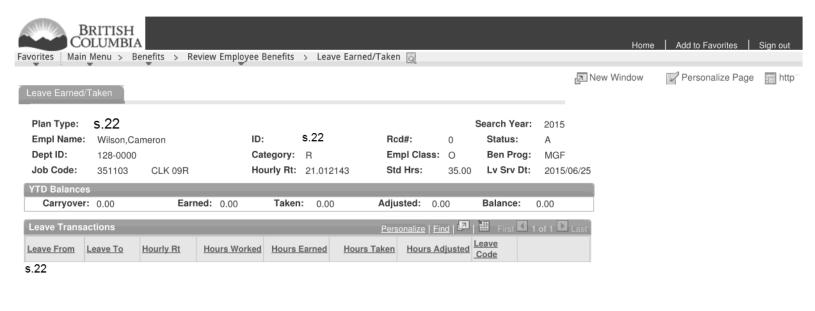
Can Wille

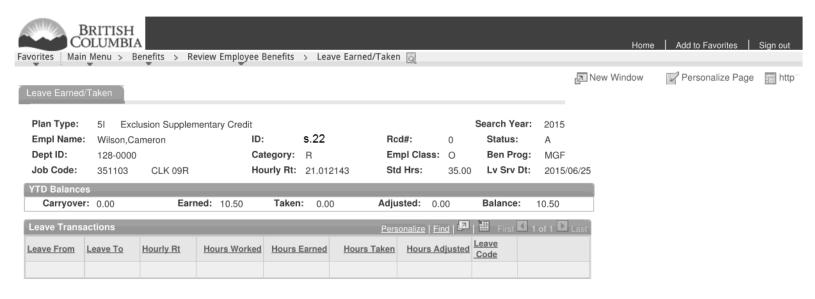
 Cankon Wilson
 2015/06/01

 Name
 Date

Signature



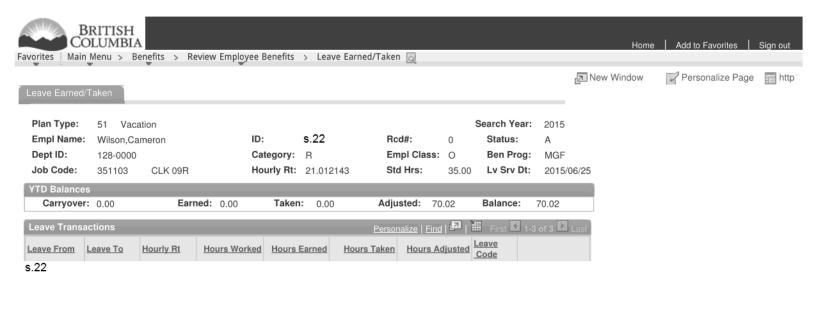


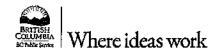


Return to Search

↑ Previous in List

"="Notify





General Inquiries: 1877277-0772

PAYROLL DIRECT DEPOSIT AUTHORIZATION

The employee must: Complete and sign this form; Attach a copy of a personal encoded deposit slip or voided cheque for a chequing account or take the form	You MUST submit this form to TSS-BC or your Pay Office BEFORE changing or closing your bank account				
Attach a copy of a personal encoded deposit slip or voided cheque for a chequing account or take the form	You MUST submit this form to TSS-BC or your Pay Office BEFORE changing or closing your bank account				
voided cheque for a chequing account or take the form	BEFORE changing or closing your bank account				
to your bank, trust company or credit union for verification if a savings account;	(Changing or closing your bank account before notifying TSS-BC or your Pay Office could result in payment not being made to your account);				
 Employees served by Telus Sourcing Solutions-BC (TSS-BC) – Fax completed form to 250 652-2155; 	Please type or print clearly.				
Non-Shared Services clients – Fax completed form to your individual Pay Office;	Freedom of Information and Protection of Privacy Act The personal information requested on this form is collected for the purpose of processing your Payroli Direct Deposit Authorization. Questions about the collection or use of this information can be directed to the FOI Designate at (250) 544-5400 Telus Sourcing Sciutions, Block E, 2261 Keating Cross Road, Saanichton BC V&M 2A5.				
EMPLOYEE LAST NAME FIRST NAME	EMPLOYEE ID. DEPARTMENT ID.				
Wilson Cameron	s.22 004 - 0031				
CHANGE SAVINGS EMPLOYEE SIGNATURE X Cam With	2015/06/01 DATE SIGNED YYYY/MM/DD 2015/06/01				
BANK OR FINANCIAL INSTITUTION VERIFICATION Not required if copy encoded cheque or deposit slip attached. Signature or bank domicile stamp confirming accuracy of transit and account number and authenticity of account signature DATE SIGNED YYYY/MM/DD	BANK OR FINANCIAL INSTITUTION ADDRESS				
PAY OFFICE USE ONLY	No de de la constante de la co				
ENTERED BY: YYYY/MM/DD	GERTIFIED.CORRECT BY: YYYY/MM/DD				
Letch Once Stis man	16 R. Quillado moso				

LHO.

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	Ne	w Hire		
EMPLOYEE INFORMATION		6		
EMPLOYEE NAME:	WILSON, Cameron	7.		Aux 'L'
EMPLOYEE ID:	s.22	EFFECTIVE DATE:	2015-06-01	
DEPARTMENT ID:	004-0031	_	(YYYY-MM-DD)	Full Time
STANDARD WEEKLY HOURS:	35	BEN PGM:	AUX	
BASE RATE OF PAY:	\$16.94	LEAVE SERVICE DT:	La la contra	Exempt
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☑ HWA \$49.00		1		
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☐ Other, as indicated in EDA				
CANADA INCOME TAX		_		
☑ TD1 (Current Year)		ticket #150603-0005	90	
☑ TD1 BC (Current Year)		ticket #150603-0005	90	
☐ Set to Basic if no TD1/TD1BC		_		
WAGE LOSS PLAN		_		
☑ REG]		
LEAVE PLANS (per Vacation Leave				
Annual Vacation Entitlement Tabl	e)	<u> </u>		
Enter				
☐ YEARLY				
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BENEFITS		_		
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DIRECT DEPOSIT (if received)				
☑ Process Direct Deposit form,		ticket #150603-0005	90	
another Payroll Tech, then	put in Mail Slot			
FIRST PAYCHEQUE				
☐ Off-cycle		_		
☑ Current				
RECONCILE				
Reconcile Calculated Cheque f		-	: Cathy Petch	
Stat Calc worksheet N/A	FIT EXEMP	_	: 10/06/2015	·· · · · ·
Place checklist and attached d	ocumentation (if any) i	n NEW HIRE / REHIRE	/ Recall basket	in file room.

Page 16 to/à Page 19

Withheld pursuant to/removed as

s.22

Time Detail

Time Period:

3/01/2015 - 7/18/2015

Query: Actual/Adjusted: 771072013

Previously Selected Employee(s)
Show hours credited to this period only.

Data Up to Date: Executed on: 8/19/2015 12:10:04 PM 8/19/2015 12:10:03 PM

Printed for:

ivolik

Insert Page Break After Each Employee:

No

Status	
Primary Account Start End -/-/-/-/	
- - - - -	
GOV/BC004/004-0031/156629-000/0/0/363002 6/1/2015 6/25/2015 GOV/BC128/128-0000/156629-000/0/0/351103 6/25/2015 Forever Date/Time Apply To In Punch In Exc Out Punch Out Exc Override Amount Am	
Date/Time Apply To In Punch In Exc Out Punch Out Exc Override Adj/Ent Amount Amoun	
Date/Time Apply To In Punch In Exc Out Punch Out Exc Override Amount Adj/Ent Amount Money Amount Day Amount Totaled Amount Cum. To Amount Xfr/Move: Account Comment Xfr: Work Rule 7.00 7.00 7.00 7.00 7.00 7.00 7.00 14.00 6/17/2015 8:30:00 AM 4:30:00 PM 7.00 21.00 7.00 21.00 7.00 21.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00	
Xfr/Move: Account Comment Xfr: Work Rule 6/15/2015 8:30:00 AM 4:30:00 PM 6/16/2015 8:30:00 AM 4:30:00 PM 6/17/2015 8:30:00 AM 4:30:00 PM 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00 7.00	ot
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6/22/2015 8:30:00 AM 4:30:00 PM 7.00 42.00	00
6/23/2015 8:30:00 AM 4:30:00 PM 7.00 49.00	00
6/24/2015 8:30:00 AM 4:30:00 PM 7.00 56.00	00
6/25/2015 8:30:00 AM 4:30:00 PM 7.00 63.00	00
6/26/2015 8:30:00 AM 4:30:00 PM 70.00	00
6/29/2015 8:30:00 AM 4:30:00 PM 77.00	00
6/30/2015 8:30:00 AM 4:30:00 PM 7.00 84.00	00
7/1/2015 12:00 AM M-F Canada Day 7.00 91.00 7/2/2015 8:30:00 AM 4:30:00 PM 7.00 98.00	
7/3/2015 8:30:00 AM 4:30:00 PM 7.00 105.00	00
7/6/2015 8:30:00 AM 4:30:00 PM 7.00 112.00	10

Time Detail

Time Period:

3/01/2015 - 7/18/2015

Query: Actual/Adjusted: Previously Selected Employee(s)
Show hours credited to this period only.

Data Up to Date: Executed on: 8/19/2015 12:10:04 PM 8/19/2015 12:10:03 PM

Printed for:

ivolik

Insert Page Break After Each Employee:

No

Date/Time	Apply To	In Punch	In Exc	Out Punch	Out Exc	Override	Adj/Ent	Money	Day	Totaled	Cum. Tot.
Xfr/Move: Account		Comment		Vfr•	Work Rule	Amount	Amount	Amount	Amount	Amount	Amount
7/7/2015		8:30:00 AM		4:30:00 PM	VVOIK Ruie					7.00	119.00
7/8/2015		8:30:00 AM		4:30:00 PM						7.00	126.00
7/9/2015		8:30:00 AM		4:30:00 PM						7.00	133.00
7/10/2015		8:30:00 AM		4:30:00 PM						7.00	140.00
7/13/2015		8:30:00 AM		4:30:00 PM						7.00	147.00
7/14/2015		8:30:00 AM		4:30:00 PM						7.00	154.00
7/15/2015		8:30:00 AM		4:30:00 PM						7.00	161.00
7/16/2015		8:30:00 AM		4:30:00 PM						7.00	168.00
7/17/2015		8:30:00 AM		4:30:00 PM						7.00	175.00
Labor Account Sumn	nary		Pay Cod	e			ı	Hours		Money	Days
GOV/BC004/004-003	1/156629-000/0	0/0/363002									
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			Stat Hol	Credit				7.00			
Totals:							1	75.00		\$0.00	0.00

Time Detail

Time Period: 3/01/2015 - 7/18/2015

Query: Previously Selected Employee(s)

Show hours credited to this period only.

Actual/Adjusted:

Data Up to Date: Executed on:

8/19/2015 12:10:04 PM 8/19/2015 12:10:03 PM

No

Printed for: ivolik

Insert Page Break After Each Employee:

Pay Code Summary		Hours	Money	Days
	Scheduled Hours	168.00		
	Stat Hol Credit	7.00		
Totals:		175.00	\$0.00	0.00

Total Number of Employees: 1

Employee Transactions & Totals

Time Period: 3/01/2015 - 7/18/2015

Query: Previously Selected Employee(s)

Pay Codes: (557): |Accumulated Hours|Afternoon Prem - \$1.35 Hour|Assoc Reimburse|Assoc Reimburse GST HST|Athletic & Cultural Lv|...

Actual/Adjusted: Show hours credited to this period only.

Employee:	Wilson, Cameron				ID: \$.22				
Transactions:	Day	Date	Pay Code	Hours	Money	Days	Entered By	Datasource	
	Wed	7/1/2015	M-F Canada Day	7.00	\$0.00				
Totals:	Pay Code			Hours	Money	Days	Wages		
	Scheduled H	Hours		168.00	\$0.00	0.00	\$3,273.27		
	Stat Hol Cre	dit		7.00	\$0.00	0.00	\$147.07		
			Totals:	175.00	\$0.00	0.00	\$3,420.34		

Data Up to Date:

Executed on:

Printed for:

8/19/2015 12:07 PM

8/19/2015 12:07 PM

ivolik

Summary Totals:		Hours	Money	Days	Wages
Scheduled Hours		168.00	\$0.00	0.00	\$3,273.27
Stat Hol Credit		7.00	\$0.00	0.00	\$147.07
	Grand Totals:	175.00	\$0.00	0.00	\$3,420.34
Total Novel on of Foundation 4					

Total Number of Employees: 1

FOI by Employee	39										
Pay Period End	Dept ID	Name	ID	Category	Stnd Hrs/Wk	Hrly Rate	Comp Rate Off Cycle	Code	Description	Hours	Amount Type of Trans
2015-06-13	004-0031	Wilson,Cameron	s.22	L	35.00	16.943429	1186.040000 N	s.22			
2015-06-13	004-0031	Wilson, Cameron		L	35.00	16.943429	1186.040000 N				
2015-06-13	004-0031	Wilson, Cameron		L	35.00	16.943429	1186.040000 N				
2015-06-13	004-0031	Wilson, Cameron		L	35.00	16.943429	1186.040000 N				
2015-06-13	004-0031	Wilson, Cameron		L	35.00	16.943429	1186.040000 N				
2015-06-13	004-0031	Wilson, Cameron		L	35.00	16.943429	1186.040000 N				
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2015-06-27	004-0031	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
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2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
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2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-06-27	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-07-11	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-07-11	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-07-11	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-07-11	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-07-11	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N				
2015-07-11	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N	RHP	Regular Hours Paid	70.00	1470.85 EARNINGS
2015-07-11	128-0000	Wilson, Cameron		R	35.00	21.012143	1470.850000 N	s.22			

2015-07-25 128-0000 Wilson,Cameron s.22	R	35.00 21.012143 1470.850000 N	s.22		
2015-07-25 128-0000 Wilson, Cameron	R	35.00 21.012143 1470.850000 N			
2015-07-25 128-0000 Wilson, Cameron	R	35.00 21.012143 1470.850000 N			
2015-07-25 128-0000 Wilson, Cameron	R	35.00 21.012143 1470.850000 N			
2015-07-25 128-0000 Wilson, Cameron	R	35.00 21.012143 1470.850000 N	RHP	Regular Hours Paid	70.00 1470.85 EARNINGS
2015-07-25 128-0000 Wilson, Cameron	R	35.00 21.012143 1470.850000 N	s.22		