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5th September 2007

Dear Member

Careers Scotland Equal Pay Case Forms and Guidance

As you are aware the Scottish Executive have indicated that Careers Scotland will de merge from the Scottish Enterprise Network in the near future. Scottish Enterprise Careers and Development (SECD) UNISON Branch have raised concerns for a considerable time that the pay system imposed by Scottish Enterprise has resulted in pay inequalities for many Careers Scotland employees. UNISON has obtained legal advice that any outstanding legal claims on equal pay should be lodged prior to TUPE transfer to protect our member's interests.

Historically SECD UNISON branch with members support have raised the issue of equal pay with Scottish Enterprise and reached an agreement in September 2005 to carry out a Job evaluation scheme for the entire Careers Scotland Business Unit. This should have resulted in pay and grading proposals that addressed any outstanding historical pay inequalities which could have been subject to an equal pay claim.

It is disappointing that Scottish Enterprise have decided to carry out a job evaluation exercise within the Scottish Enterprise Network but excluded all staff in the Careers Scotland Business Unit.

In Spring 2006, your UNISON branch carried out an informal equal pay mapping exercise. This exercise along with evidence gained from Freedom of Information requests to Scottish Enterprise have highlighted pay inequalities within Careers Scotland which could be subject to equal pay claims. Advice was sought from UNISON Scotland's Pay Equality Group and the Equal Opportunities Commission (Scotland).

Acting on this advice SECD **UNISON branch invites all our members who consider that they may have an equal pay claim to complete the enclosed application form and submit with the appropriate paperwork.** In doing this we will protect the interests of our members prior to any transfer of employer. It would be helpful if all members completed a CASE Form.

Even if you do not have a claim for equal pay, the information you provide may be vital evidence in supporting another member's case.

The completed Equal Pay CASE form will then be subject to a merits assessment and if successful will result in the lodging of an Equal Pay Case with the Employment Tribunal Service on a protective basis.

Enclosed are the following:

1. Equal Pay CASE Form
2. Guidance on completing the CASE form
3. Questions and Answers on Equal Pay in the Careers Scotland
4. Pathways leaflet – inviting members to register an interest in finding out more and get involved in UNISON campaign for equal pay.

If you need further information you can contact your local SECD UNISON representative, your branch via their secure email address

unisonsecd@lycos.co.uk .

Members can also download additional copies of the enclosed documentation via the branch website

<http://www.unison-scotland.org.uk/secd>

or the SECD branch office on 0141 243 2119.

Please complete and return by the 12th of October 2007 to UNISON Scotland.

Yours truly,

Peter Veldon
Regional Officer