

Steps to pay equity

Based on the guidance prepared by Te Kawa Mataaho Public Service Commission's Pay Equity Work Assessment Process Guide

1 Raising the claim

We raise the claim with your employer on your behalf, before working with the employer as they decide if they agree the claim is arguable.

If the employer agrees there are grounds to a case, they will then notify affected employees and relevant unions.

2 Assessing the claim

Involved parties agree to a bargaining process and timeline. Information gathering then takes place to assess the work done by claimants, which may involve interviews and assessing job descriptions, to get an overview of the skills, responsibilities, demands, and conditions involved in the work.

Comparators (those doing work of equal value) are found. Equal value means though the work itself may vary from the claimant role, both require similar skill levels, responsibility levels, or similar demands and working conditions.

3 Settling the claim

Once the scope of undervaluation is concluded, negotiations will take place to settle the claim. Negotiations are complete when a proposed settlement is agreed.

The proposed settlement is then shared with those covered by the claim, who then vote on whether they accept the settlement.