okanagan college

May 5, 2016

Christina Zacharuk
CEO & President of Public Sector Employers' Council Secretariat
2nd Floor, 880 Douglas St
Victoria, B.C.
V8W 2B7

Dear Ms. Zacharuk

Subject: Attestation - Compensation Policy Compliance

As the Chair of the Okanagan College Board of Governors, I can confirm that the Board is aware of the executive compensation paid in fiscal 2015/2016 and that Okanagan College is in compliance with:

1) The Okanagan College PSEC approved compensation plan; and,

2) The Management & Excluded Compensation Freeze Policy of September 2, 2012 requiring a freeze on all management and individual compensation.

Sincerely,

Connie Denesiuk
Chair, Board of Governors

SEC ID (a)	Sector (b)	Employer (c)	First Name (d)	Last Name (e)	Position/Title (f)	Position type (g)	Full Year (Y/N) (h)	In SEC? (Y/N) (I)	Left Employer ? (Y/N) (j)	Start (if not start of fiscal 15/16) (k)	End (if not end of fiscal 15/16) (l)	Notes (m)
944	Colleges	Okanagan College	James	Hamilton	President	CEO	Y	Y	N			
2787	Colleges	Okanagan College	Andrew	Hay	Vice President, Education	Vice President	Y	Y	N			
3118	Colleges	Okanagan College	Charlotte	Kushner	Vice President, Students	Vice President	Y	Y	N			
3872	Colleges	Okanagan College	Roy	Daykin	Vice President, Finance & Admin	Vice President	Y	Y	N			

The table is populated with the Executives you reported last year.

Indicate if they were employed for a full fiscal year in 2015/16 in that position and if they are in the SEC database.
If they were not employed for a full fiscal year in the given position, please fill in columns J to L.
If they changed roles in your organization, enter their new job title in column F and details of the change in column K and in notes.

If the NEO is not in SEC there will be coloured cell s in columns (a) amd (i). **They must be added to SEC.**

If an employee has changed roles, ensure that they are updated in the SEC database
https://pseclrrs.gov.bc.ca/SEC/logon.aspx

You should report the top 5 executives in your organization who have an annualized base salary rate of $125,000 or more, even if the salary paid this year is less than $125,000.

*SEC is the Senior Employee Compensation database. Compensation reporting through SEC is required for all employees who have a base salary of $125,000 or more, no matter what their role in the organization.

Employee		Core Compensation					All Other Compensation								Earned but not paid		Total Compensation			2014/15 Compensation						PSEC Use Only									
First Name (a)	Last Name (b)	Annualized Base Salary (c)	Base Salary (d)	Holdback (e)	Statutory and Health Benefits (f)	Pension Contributions (g)	Severance (h)	Vacation payout (i)	Paid leave (j)	Vehicle / Transportation Allowance (k)	Perquisite / other Allowance (l)	Other (m)	Description of items included in column (h) to column (m) (n)	Total of "All Other" items (o)	Earned but not paid (p)	Description for earned/accrued and not paid (q)	2015 / 16 (r)	2014 / 15 (s)	2013 / 14 (t)	Salary (u)	Bonus / IP / Holdback (v)	Statutory and Health Benefits (w)	Pension (x)	Other (y)	Total Compensation (z)	Actual Base over Annualized Base	Salary % increase	Bonus % increase	Benefits % increase	Pension % increase	Other % increase	Total % increase	Check for other	Check for Total
James	Hamilton	$ 175,501	$ 176,851		$ 10,919	$ 18,196				$ 7,054		$ 8,790	$7,054 Car Allowance, $40 EI Rebate, $4,000 RRSP, $4,750 Donations	$ 15,843			$ 221,810	$ 218,315	$ 220,220	$ 176,176	$ -	$ 11,106	$ 18,012	$ 13,021	$ 218,315	1%	0%	N/A	-2%	1%	22%	2%	$ -	$ -
Andrew	Hay	$ 143,600	$ 144,705		$ 10,584	$ 14,815				$ 6,046		$ 40	$6,046 Car Allowance, $40 EI Rebate	$ 6,086			$ 176,190	$ 175,303	$ 174,261	$ 144,152	$ -	$ 10,417	$ 14,666	$ 6,068	$ 175,303	1%	0%	N/A	2%	1%	0%	1%	$ -	$ -
Charlotte	Kushner	$ 143,600	$ 144,705		$ 10,422	$ 14,815				$ 6,046		$ 40	$6,046 Car Allowance, $40 EI Rebate	$ 6,086			$ 176,027	$ 174,553	$ 170,121	$ 143,586	$ -	$ 10,296	$ 14,603	$ 6,068	$ 174,553	1%	1%	N/A	1%	1%	0%	1%	$ -	$ -
Roy	Daykin	$ 143,600	$ 144,705		$ 10,419	$ 14,815				$ 6,046		$ 40	$6,046 Car Allowance, $40 EI Rebate	$ 6,086			$ 176,024	$ 53,827	$ -	$ 42,528	$ -	$ 5,392	$ 4,125	$ 1,782	$ 53,827	1%	240%	N/A	93%	259%	241%	227%	$ -	$ -
														$ -			$ -									N/A	N/A	N/A	N/A	N/A	N/A	N/A	$ -	$ -
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Employee		Core Compensation	Holdback / Bonus / IP Details			
First Name (a)	Last Name (b)	Holdback (from Compensation tab) (c)	Max Holdback % (d)	% Awarded (e)	Calculated Holdback (f)	Notes (g)
James	Hamilton	$ -			$ -	
Andrew	Hay	$ -			$ -	
Charlotte	Kushner	$ -			$ -	
Roy	Daykin	$ -			$ -	
		$ -			$ -	

Summary Compensation Table at FISCAL, 2016

Name and Position (a)	Salary (b)	Holdback / Bonus / Incentive Plan Compensation (c)	Benefits (d)	Pension (e)	All Other Compensation (expanded below)	2015/16 Total	Previous Two Years Totals 2014/15	2013/14
James Hamilton, President	$ 176,851	$ -	$ 10,919	$ 18,196	$ 15,843	$ 221,810	$ 218,315	$ 220,220
Andrew Hay, Vice President, Education	$ 144,705	$ -	$ 10,584	$ 14,815	$ 6,086	$ 176,190	$ 175,303	$ 174,261
Charlotte Kushner, Vice President, Students	$ 144,705	$ -	$ 10,422	$ 14,815	$ 6,086	$ 176,027	$ 174,553	$ 170,121
Roy Daykin, Vice President, Finance & Admin	$ 144,705	$ -	$ 10,419	$ 14,815	$ 6,086	$ 176,024	$ 53,827	$ -
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Summary Other Compensation Table at FISCAL, 2016

Name and Position (a)	All Other Compensation	Severance (f)	Vacation payout (g)	Leave payout (h)	Vehicle / Transportation Allowance (i)	Perquisites / other Allowances (j)	Other (k)
James Hamilton, President	$ 15,843	$ -	$ -	$ -	$ 7,054	$ -	$ 8,790
Andrew Hay, Vice President, Education	$ 6,086	$ -	$ -	$ -	$ 6,046	$ -	$ 40
Charlotte Kushner, Vice President, Students	$ 6,086	$ -	$ -	$ -	$ 6,046	$ -	$ 40
Roy Daykin, Vice President, Finance & Admin	$ 6,086	$ -	$ -	$ -	$ 6,046	$ -	$ 40

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Notes:

James Hamilton, President	**All Other Compensation' includes $7,054 Car Allowance, $40 EI Rebate, $4,000 RRSP, $4,750 Donations**
Andrew Hay, Vice President, Education	**All Other Compensation' includes $6,046 Car Allowance, $40 EI Rebate**
Charlotte Kushner, Vice President, Students	**All Other Compensation' includes $6,046 Car Allowance, $40 EI Rebate**
Roy Daykin, Vice President, Finance & Admin	**All Other Compensation' includes $6,046 Car Allowance, $40 EI Rebate**
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