Dear Facilitator colleagues,

Following the communication sent on 20 September I wanted to share a further update with you. As set out in previous communications, in order to be ready to hold a JES Panel we have agreed to draft a bespoke Transition Agreement and ‘without prejudice’ discussions have proceeded with Trade Union representatives throughout October and November. As well as developing the Transition Agreement we have agreed to provide information about the process and how it affects those in different roles.

**Job Evaluation Scheme**

The next part of the process has now begun, which involves establishing a JES Panel to decide on the band for the Facilitator role. The JES Panel will independently assess the JD and JDQ and tell us what they assess the banding as. Once the JES Panel has sat and evaluated the JD and JDQ there will be a period in which they clarify the rationale and the JES team then publish the decision. For more information in regard to the Job Evaluation process please use this link <https://justiceuk.sharepoint.com/sites/HMPPSIntranet-Probation/SitePages/Probation-job-evaluation-scheme-(JES).aspx>

We will send invitations out for information sharing events as soon as we have been informed of the JES panel outcome. For those staff who are members of Napo or Unison your trade unions will also communicate and consult with you on next steps once the outcome is clear.

**Mailbox queries**

We will respond to all queries in our mailbox, and these will also be used to update our Frequently Asked Questions document – which can be viewed here. Please email your comments or questions to: [Interventionsreform@justice.gov.uk](mailto:Interventionsreform@justice.gov.uk) .

**Employee Assistance provider**

Change can be worrying and stressful. MoJ’s Employee Assistance provider is PAM Assist. PAM Assist offers a wide range of support to staff including confidential advice on personal, social or work-related problems. You can find more [information and support on the intranet.](https://justiceuk.sharepoint.com/sites/HMPPSIntranet/SitePages/Employee-Assistance-Programme.aspx)