

# Senate Finance and Public Administration Legislation Committee —Additional Estimates Hearing—February 2016

## Answers to Questions on Notice

### Parliamentary departments, Department of Parliamentary Services

Topic: **Complaints and code of conduct investigation re PSS**

Question: **181**

Written **Senator Bernardi**

**Date set by the committee for the return of answer: 1 April 2016**

#### General questions

1. What is the procedure followed if a complaint is received about the conduct of a PSS officer?
2. Is the subject of the complaint notified?
3. Have there been any circumstances in the last two years where the subject of a complaint was not notified of the complaint prior to the commencement of an investigation or disciplinary action was commenced?

#### June 2015 investigations

I believe there was a code of induct investigation conducted regarding an incident involving a PSS officer that occurred on 5 June 2015.

4. Please provide the date when the subject was first informed there was a complaint made about them.
5. Please provide the date when the subject was first informed there was a code of conduct investigation being undertaken against them.
6. Please provide all dates when DPS communicated with the subject throughout the investigation and details about the communication.
7. Which staff within DPS in general, and HR Services in particular, were involved in any way with this code of conduct investigation?
8. What was the conclusion reached by DPS HR Services regarding this code of conduct complaint?
9. Which external investigators were involved in conducting the investigation?
10. On what dates did the external investigation contact the subject throughout the investigation?
11. I believe that in November 2015, there were concerns issued about the investigation report. What were those concerns?
12. Was a second investigation undertaken? If so,
  - a. Why was a second investigation ordered?
  - b. On what date did the second investigation start?
  - c. On what date was the subject informed about the establishment of the second investigation?
  - d. What is the current status of the second investigation?
13. Throughout this code of conduct investigation, what has happened with the subject? Were they suspended from duties; with or without pay? Please provide all relevant details regarding decisions made relating to the subject's employment and their pay since the complaint was first made in 2015.

#### Answer

1. Depending upon the nature of the alleged conduct and the information provided in the initial report a preliminary investigation or a code of conduct investigation may be initiated.
2. The subject of the complaint may not necessarily be notified of a preliminary investigation however is notified of a code of conduct investigation.
3. No.
- 4.-13. This is a current ongoing matter. To ensure privacy of those involved and ensure the integrity of the investigation process, the Department is not able to respond to questions about an individual case.