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Budget Estimates 2004-2005 (supplementary questions) – December 2004 Employment and Workplace Relations portfolio as at 15 March 2005

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W103-05	Corporate	Written	Murray	When did the Department last update its procurement policy documentation?
W104-05	Corporate	Written	Murray	What mechanisms does the Department have in place to ensure its procurement guidelines reflect current policy in relation to government contracting?
W105-05	Corporate	Written	Murray	Do the Department's current procurement guidelines refer to all of the following accountability mechanisms: (a) The Senate order for departmental and agency contracts; (b) The Department of Finance and Administration's February 2003 <i>Guidance on Confidentiality of Contractors' Commercial Information</i> ; and (c) The Commonwealth Procurement Guidelines (CPGs) ?
W106-05	Corporate	Written	Murray	Do the Department's tender documentation and contract templates include the following elements: (a) a statement outlining the various Commonwealth accountability requirements; (b) a consistent definition of confidential information across all templates; (c) a provision for the inclusion of specific reasons justifying why a tenderer may wish to protect certain information in the contract if it awarded; (d) a section that outlines the obligations of confidentiality after the contract has been awarded; (e) a more detailed outline, with the general non-disclosure clauses, of the exceptions to confidentiality obligations for Commonwealth contracts; and (f) the model contract clauses, given in DOFA's February 2003 <i>Guidance on Confidentiality of Contractor's Commercial Information</i> ?
W107-05	Corporate	Written	Murray	At page 51 of ANAO Audit Report No.10 2004-2005, <i>The Senate Order for Departmental and Agency Contracts (Calendar Year 2003 Compliance)</i> , the ANAO has concluded that all FMA agencies would benefit from implementation of contract training courses, or a review of current courses, to ensure that the Senate order requirements are adequately covered and that procurement staff receive relevant DOFA guidance. What training does the Department currently have in place for procurement staff?
W108-05	Corporate	Written	Murray	Does this training cover the requirements of the Senate order for departmental and agency contracts and refer to DOFA's February 2003 <i>Guidance on Confidentiality of Contractor's Commercial Information</i> ?
W109-05	Corporate	Written	Ludwig	For the each of the i) 1999-00, ii) 2000-01, iii) 2001-02, iv) 2002-03, v) 2003-04 financial years, did the Department include in its annual report a report on outcomes achieved for clients from diverse linguistic and cultural backgrounds?
W110-05	Corporate	Written	Ludwig	If not, for the each of the i) 1999-00, ii) 2000-01, iii) 2001-02, iv) 2002-03, v) 2003-04 financial years, did the Department otherwise publish a report on outcomes achieved for clients from diverse linguistic and cultural backgrounds? (If yes, please supply report)
W111-05	1/1.2	Written	Ludwig	For the each of the i) 1999-00, ii) 2000-01, iii) 2001-02, iv) 2002-03, v) 2003-04 financial years, did the department budget for costs associated with developing culturally responsive and accessible services?
W112-05	1/1.2	Written	Ludwig	For the 2003-2004 financial year, how much did the department budget for this purpose?
W113-05	Corporate	Written	Ludwig	For the each of the i) 1999-00, ii) 2000-01, iii) 2001-02, iv) 2002-03, v) 2003-04 financial years, how many Departmental programs or services

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				were delivered via an intermediary service provider, such as another level of government or a non-government organisation?
W114-05	Corporate	Written	Ludwig	Of these, in each financial year how many did the funding conditions in contracts specify relevant access and equity accountabilities (for example, collection and reporting of information on client characteristics)?
W115-05	Corporate	Written	Ludwig	For each of these, is the provision a standard clause? If so, can the Department please supply the clause?
W116-05	Corporate	Written	Ludwig	If there is no standard provision, is a copy of the provision available for each of these? Are the provisions subsequently audited? If yes, what were the results? (Please supply).
W117-05	Corporate	Written	Ludwig	Can the Department provide a current list of each community information publication it publishes in English as at a) the current date (2, December 2004) or if this is unavailable b) 30 June, 2004 (and take from then to 2 December 2004 On Notice) or if this is unavailable c) 1 January 2004 (and take from then to 2 December 2004 On Notice) or if this is unavailable d) the last date for which they were available (specify date and take from then to 2 December 2004 On Notice)?
W118-05	Corporate	Written	Ludwig	For the above list, what publications are translated into languages other than English and for each, what languages are they translated into?
W119-05	Corporate	Written	Ludwig	For the above list, how many copies were printed? [refer to W119-05]
W120-05	Corporate	Written	Ludwig	For the above list, what was the total cost of each document in translation, publication, printing and distribution?
W121-05	Corporate	Written	Ludwig	What efforts has the Department made to identify employees from a non-English Speaking background and what languages they are fluent in?
W122-05	Corporate	Written	Ludwig	What proportion of the Department's personnel have a non-English speaking background?
W123-05	Corporate	Written	Ludwig	For each language other than English that the Department has identified employees with fluency, can the Department provide how employees were fluent? For each language other than English, how many were identified as being fluent?
W124-05	Corporate	Written	Ludwig	Of these employees, what efforts has the department made to identify the language proficiency of these employees? For each language other than English, how many were identified as having proficiency?
W125-05	Corporate	Written	Ludwig	Of these employees, how many has the Department identified as possessing accredited language skills to either translator or interpreter standard? For each language other than English, how many were identified as having accreditation at the a) translator and b) interpreter level?
W126-05	Corporate	Written	Ludwig	Of these employees, how many has the Department funded in whole or in part accreditation of language skills to either a) translator and b) interpreter level? [refer to W125-05]
W127-05	Corporate	Written	Ludwig	How much did the department spend engaging language a) translator and b) interpreter level in each of the financial years i) 2001-02, ii) 2002-03, iii) 2003-04?
W128-05	Corporate	Written	Ludwig	How many times did the department engage an a) translator and b) interpreter in each of the following years i) 2001-02, ii) 2002-03, iii) 2003-04? [refer also W127-05]
W129-05	Corporate	Written	Ludwig	For each language in which a) a translator and b) an interpreter was engaged, how many engagements occurred in each of the following years i) 2001-02, ii) 2002-03, iii) 2003-04? [refer also W127-05 and W128-05]
W130-05	Corporate	Written	Ludwig	What was the total cost of those engagements by language for a) translators and b) interpreters in each of the following years i) 2001-02, ii) 2002-03, iii) 2003-04? [refer to W127-05 and W128-05]
W131-05	Corporate	Written	Ludwig	For each of the financial years i) 1995-96, ii) 1996-97, iii) 1997-98, iv) 1998-99, v) 1999-00, vi) 2000-01, vii) 2001-02, viii) 2002-03, ix) 2003-04 how much was spent in advertising or advertorial in the ethnic press?
W132-05	Corporate	Written	Ludwig	For each of the above years, could the Department please specify each title, in which advertising was bought, the language of that title and the total annual spend on advertising and advertorial in each title.

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W133-05	Corporate	Written	Ludwig	For each of the financial years i) 1995-96, ii) 1996-97, iii) 1997-98, iv) 1998-99, v) 1999-00, vi) 2000-01, vii) 2001-02, viii) 2002-03, ix) 2003-04 how much was spent in advertising and or advertorials on ethnic radio? For each financial year, could the Department please specify which station, broadcast language and how much was spent on each language at each station?
W134-05	Corporate	Written	Ludwig	How many break-ins were there on Departmental property in 2000-01, 2001-02, 2002-03, 2003-04? For each incident: a) what was the location and the cost of damage associated with each break in? b) What was the cost of damage conducted during each break in? c) What was the subject of theft in each break in? d) What was the cost of any theft associated with each break in? e) was anyone charged with the break in (specify if they were employed by the Department)? f) was anyone convicted of the break in (specify if they were employed by the Department)?
W135-05	Corporate	Written	Ludwig	How many thefts of departmental property occurred in 2000-01, 2001-02, 2002-03, 2003-04? For each incident: a) What was stolen in each instance? b) What was the value of the stolen item/s? c) Where was it stolen from? d) was anyone charged with the theft (specify if they were employed by the Department)? e) Was anyone convicted of the theft (specify if they were employed by the Department)? f) Were any of the items recovered?
W136-05	Corporate	Written	Ludwig	How many incidents of fraud were detected against the department in 2000-01, 2001-02, 2002-03, 2003-04? For each incident: a) What was the subject of the fraud in each instance? b) What was the value of the fraud? c) Which administrative unit was the subject of the fraud? d) was anyone charged with the fraud (specify if they were employed by the Department)? e) Was anyone convicted of the fraud (specify if they were employed by the Department)? f) Were any of the defrauded items or was any of the defrauded money recovered?
W137-05	Corporate	Written	Ludwig	How many incidents of loss (excluding theft, accident, breakage and vandalism) of departmental property were reported to the department in 2000-01, 2001-02, 2002-03, 2003-04? For each incident: a) What was the loss in each instance? b) What was the value of the loss? c) Which administrative unit lost the property? d) Were any of the lost item/s recovered? e) Was anyone disciplined over the loss?
W138-05	Corporate	Written	Ludwig	How many vehicular accidents in which departmental vehicles (including vehicles leased by the department) were involved were reported to the department in 2000-01, 2001-02, 2002-03, 2003-04? For each incident: a) What was the value of the damage? b) Which administrative unit was the vehicle attached to? c) Was anyone charged over the accident (specify charges)?
W139-05	Corporate	Written	Ludwig	How many Ministerial staff does the department provide?
W140-05	Corporate	Written	Ludwig	To what Minister or Parliamentary Secretary are they assigned?
W141-05	Corporate	Written	Ludwig	What is the total cost of these staff?
W142-05	Corporate	Written	Ludwig	Can the Department provide data on how many staff are in each salary band?
W143-05	2/2.1 2.1.1	Written	Stott Despoja	Please provide an update on the number of flexible work practices in agreements (i.e. CAs and AWAs) and the percentage of agreements with flexible work practices. Please also include a breakdown of the types of

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				flexible work practices. Please provide this data for the past 10 years.
W144-05	2/2.2 2.2.5	Written	Allison	Is the Commonwealth, or any Minister of the Commonwealth a shareholder in SEES Pty Ltd – a company engaged by the Commonwealth to establish and oversee the <i>Special Employee Entitlements Scheme for Ansett Group of Employees (SEESA)</i> , and if so, what stake in SEES Pty Ltd does the Commonwealth or Ministers hold?
W145-05	2/2.2 2.2.5	Written	Allison	Will there be tabled a Report to the Commonwealth made under Section 24 of the <i>Air Passenger Ticket Levy (Collection) Act 2001</i> for the period 1 April 2003 – 31 March 2004. If not, why not, and if so, why has this report not been tabled to date?
W146-05	2/2.2 2.2.5	Written	Allison	What determinations have been made to date under Section 22 (1) and (2) of the <i>Air Passenger Ticket Levy (Collection) Act 2001</i> , and can the Minister provide these documents to the Committee.
W147-05	2/2.1 2.1.1	Written	Harradine	What research has the Department commissioned or carried out, as part of addressing the work/family balance issue, into the promotion of employment conditions that would favour pregnant or parenting women? Please provide copies of this research.
W148-05	2/2.1 2.1.1	Written	Harradine	How is the Department promoting or working towards employment conditions or employment services that best serve the interests of pregnant or parenting women? Please provide details.
W149-05	1	Written	Wong	Please provide the most recent details of the number of recipients of the Disability Support Pension, on the basis of <ul style="list-style-type: none"> • State • Statistical Local Area (SLA) • Gender • Age • State and age • State and gender • SLA and age • SLA and gender
W150-05	3	Written	Wong	For each financial year since 1998, how many Disability Support Pensioners (DSP) accessed Job Network services?
W151-05	3	Written	Wong	For the financial year ended 30 June 2004, what was the proportion of DSP recipients achieving employment and/or further education and training after accessing Job Network services
W152-05	1/1.1	Written	Wong	Can trend data be provided showing, from 1996, the number of persons claiming Newstart and Youth Allowance (other) for more than one year; and (b) can this data also be broken down by: (i) state, and (ii) DEWR labour market region?
W153-05	1/1.1	Written	Wong	Can trend data be provided showing, from 1996, the number of persons claiming Newstart and Youth Allowance (other) for more than two years; and (b) can this data also be broken down by: (i) state, and (ii) DEWR labour market region? [refer also W152_05]
W154-05	1/1.1	Written	Wong	Can trend data be provided showing, from 1996, the number of persons claiming Newstart and Youth Allowance (other) for more than 5 years; and (b) can this data also be broken down by: (i) state, and (ii) DEWR labour market region?
W155-05	1/1.1	Written	Wong	For the latest figures for each labour market assistance program – Intensive Support, Job Search and Training, Job Matching (Job Network Eligible and Job Matching Only), NEIS, SEDS, Work for the Dole, IEP, CDEP, IEP-Wage Assistance, Transition to Work, please provide: <ul style="list-style-type: none"> • % employed full-time • % employed part-time • % employed casual • % employed total • % not in the labour force • % receiving further assistance (as defined in footnote 1 to Table 1.1, Labour Market Assistance Outcomes, June 2001) • % in education and training

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				<ul style="list-style-type: none"> • % having a positive outcome (as defined in footnote 1 to Table 1.2, Labour Market Assistance Outcomes, June 2001) • Number of exits By state and regional basis By DEWR Labour Market Region By Statistical Local Area By job seeker characteristic (funding level, age group, duration on income support, gender and equity group) By job seeker characteristic against state By job seeker characteristic and DEWR Labour Market Region By job seeker characteristic and Statistical Local Area
W156-05	1/1.2 1.2.2	Written	Wong	Please provide the numbers of people who have accessed Job Network customised assistance <ul style="list-style-type: none"> • Once • Twice • Three times • Four times • Five or more times
W157-05	1/1.2 1.2.2	Written	Wong	Please indicate the greatest number of times a person has accessed Job Network customised assistance.
W158-05	1	Written	Wong	Please outline the timeline for the development and implementation of the Employment Services Contract 4, the allocation of responsibilities in DEWR for this project, whether any other government departments are involved in this project, and if so which departments?