

***Work Effectiveness
Research Program***

Addendum to the Work Effectiveness Tender to the Office of
the Employment Advocate

**A LONGITUDINAL STUDY INTO WORK
AND MANAGEMENT PRACTICES**

RTF 2003/15

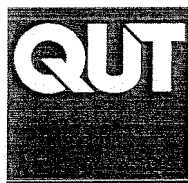
May 2004

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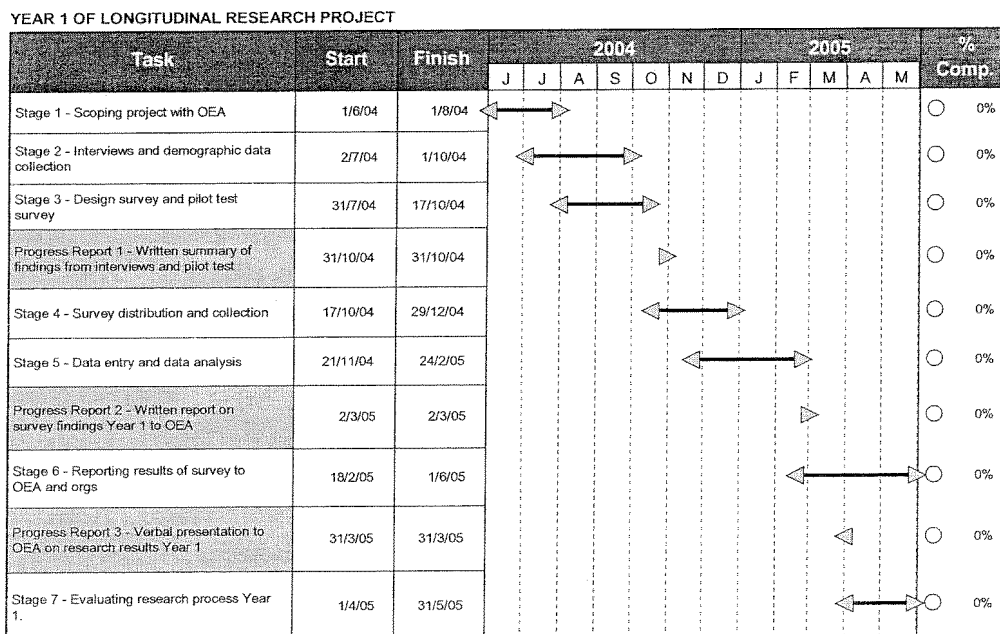
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Section 1

REVISED TIMELINE

Below, we present a revised timetable that outlines the proposed timeline for the three year longitudinal study into work and management practices in the Australian Workplace Agreement (AWA) making process.

The timeline for the first year of the project is outlined below. An important point to note in this table is that we have allowed for a substantial amount of time to identify the goals of the project with the OEA and to identify, contact, and negotiate with the organisations that will participate in this study.



Below, we present revised timetable for the second and third year of the longitudinal

research project. As can be seen, the second and third year of the project involves the collection of survey data only.

LONGITUDINAL RESEARCH PROJECT YEAR 2

| Task | Start | Finish | 2005 | | | | | | | | | | | | 2006 | | | | | % Comp. |
|---|----------|----------|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|--|---|----|---|---------|
| | | | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | | | | | | |
| Stage 1 - Incorporating feedback from review of Year 1 into survey | 1/6/05 | 30/6/05 | ←→ | | | | | | | | | | | | | | | | ○ | 0% |
| Stage 2 - Survey preparation and administration | 1/7/05 | 31/8/05 | | ←→ | | | | | | | | | | | | | | | ○ | 0% |
| Stage 3 - Survey distribution and collection for Year 2 | 1/9/05 | 20/11/05 | | | ←→ | | | | | | | | | | | | | | ○ | 0% |
| Stage 4 - Data entry and analysis | 26/10/05 | 20/1/06 | | | | ←→ | | | | | | | | | | | | | ○ | 0% |
| Progress Report 1 - Written report on survey Year 2 to OEA | 22/1/06 | 22/1/06 | | | | | | | | | | | ← | | | | | | ○ | 0% |
| Stage 5 - Reporting results Year 2 survey to OEA and participating orgs | 1/2/06 | 1/5/06 | | | | | | | | | | | ←→ | | | | | | ○ | 0% |
| Progress Report 2 - Verbal presentation to OEA on findings of survey Year 2 | 24/2/06 | 24/2/06 | | | | | | | | | | | | | | | ← | | ○ | 0% |
| Stage 6 - Analysis of longitudinal relationship between survey data Year 1 and survey data Year 2 | 1/1/06 | 20/4/06 | | | | | | | | | | | ←→ | | | | | | ○ | 0% |
| Progress Report 3 - Written report to OEA on longitudinal relationships Year 1 and Year 2 survey | 20/4/06 | 20/4/06 | | | | | | | | | | | | | | | | ← | ○ | 0% |
| Stage 7 - Feedback regarding the research process Year 2 | 6/4/06 | 31/5/06 | | | | | | | | | | | | | | | | ←→ | ○ | 0% |



As can be seen in the timeline for the second year of the project, we have allowed time to incorporate feedback from the previous year. In addition, in the second and third year of the project we will also analyse and report on the longitudinal data. As such, time to complete this additional element of the research project is also incorporated into the timeline.

The timeline for the third year of the project is outlined below. The timeline in the third year of the research project is identical to the timeline proposed for the second year, with the exception that we will also provide an analysis of the longitudinal findings for the entire period of the project.

LONGITUDINAL RESEARCH PROJECT, YEAR 3

| Task | Start | Finish | 2006 | | | | | | | | | | | | 2007 | | | | | % Comp. | | | |
|--|----------|----------|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|--|--|--|---|---------|----|----|----|
| | | | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | | | | | | | | | |
| Stage 1 - Incorporating feedback from review of Year 2 into survey | 1/6/06 | 30/6/06 | ← | → | | | | | | | | | | | | | | | | ○ | 0% | | |
| Stage 2 - Survey preparation and administration | 28/6/06 | 31/8/06 | | ← | → | | | | | | | | | | | | | | | ○ | 0% | | |
| Stage 3 - Survey distribution and collection for Year 3 | 1/9/06 | 20/11/06 | | | | ← | → | | | | | | | | | | | | | ○ | 0% | | |
| Stage 4 - Data entry and analysis | 26/10/06 | 20/1/07 | | | | | | ← | → | | | | | | | | | | | ○ | 0% | | |
| Progress Report 1 - Written report on survey Year 3 to OEA | 22/1/07 | 22/1/07 | | | | | | | | | | | | | | | | | △ | ○ | 0% | | |
| Stage 5 - Reporting results Year 3 survey to OEA and participating organisations | 1/2/07 | 28/4/07 | | | | | | | | | | | | | | | | | ← | → | ○ | 0% | |
| Progress Report 2 - Verbal report to OEA on findings of survey Year 3 | 1/4/06 | 27/2/07 | | | | | | | | | | | | | | | | | | △ | ○ | 0% | |
| Stage 6 - Analysis of longitudinal relationships Year 2 and Year 3 survey | 28/1/07 | 30/4/07 | | | | | | | | | | | | | | | | | | ← | → | ○ | 0% |
| Progress Report 3 - Written report on longitudinal relationships (Year 1, Year 2, and Year 3 survey) | 19/5/07 | 19/5/07 | | | | | | | | | | | | | | | | | | | △ | ○ | 0% |



Section**2**

SCHEDULE OF PAYMENTS

It is suggested that annual payments be paid in three instalments per year as outlined in the table below.

| Instalment | Month/Year | Stage of Project | Amount |
|--------------------------|-------------------------------------|--|------------------|
| <i>Year One</i> | <i>July 2004 to May 2005</i> | | |
| Instalment one | July 2004 | Scoping project | \$40,000 |
| Instalment two | December 2004 | Survey distribution | \$40,000 |
| Instalment three | June 2005 | Evaluation of the research process for that year | \$40,000 |
| <i>Year Two</i> | <i>July 2005 to May 2006</i> | | |
| Instalment one | July 2005 | Scoping project | \$20,000 |
| Instalment two | December 2005 | Survey distribution | \$20,000 |
| Instalment three | June 2006 | Evaluation of the research process for that year | \$20,000 |
| <i>Year Three</i> | <i>July 2006 to May 2007</i> | | |
| Instalment one | July 2006 | Scoping project | \$20,000 |
| Instalment two | December 2006 | Survey distribution | \$20,000 |
| Instalment three | June 2007 | Evaluation of the research process for that year | \$20,000 |
| TOTAL | | | \$240,000 |

OTHER ISSUES

A number of other issues that we would like to address include intellectual property rights and the use of data for research purposes. These issues were not addressed in any detail in our original tender. We discuss these issues in the table below.

| Issue | Comment |
|------------------------------|---|
| Intellectual property rights | <p>A. Work Effectiveness Survey IP</p> <p>During the course of our research partnership with the OEA the Work Effectiveness team is likely to use a variety of survey items that have been developed by various team members in the past. The survey IP is currently held by a number of team members. For the duration of the tender the instrument will be licensed to OEA as necessary. Further use of the instrument can be negotiated via licensing arrangements.</p> <p>Additional items developed by the OEA and QUT are subject to a license provided by OEA to QUT to use the data in confidence for the purposes of research.</p> <p>B. Data License</p> <p>In order to meet university requirements, a license to use the data for research purposes is required. Negotiation around this point is possible. At all times QUT will honour the confidentiality and anonymity agreement presented in this offer.</p> <p>C. Scholarly articles</p> <p>The copyright of articles published in scholarly outlets is assigned to the authors of the material or the publishing body. Any scholarly articles published will hold to the confidentiality and privacy agreements relating to this tender.</p> |