

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Finance and Administration Portfolio

Department of Human Services and agencies

Budget Estimates 2005-2006, 26 May 2005

Question: HS35

Outcome 1, Output 2

Topic: Child Support Agency – Unscheduled absences

Hansard Page/Written Question on Notice: Written

SENATOR MASON asked the Minister representing the Minister for Human Services, upon notice, on 26 May 2005:

1) For each of the last four financial or calendar years for which this information is available:

- a) what was the average number of sick leave days taken per full-time equivalent employee;
- b) what was the average number of days of unscheduled absence (encompassing all types of leave) taken per full-time equivalent employee.

2) Does the agency collect, collate and analyse data about unscheduled absence and/or sick leave, for example, which days of the week that employees are away, reasons for absence, dates of absence, employee's age, gender, length of service and work unit location?

3) Does the agency record the number and/or percentage of working days lost due to unscheduled absence and/or sick leave in the Annual Report?

4) Does the agency record the cost of unscheduled absence and/or sick leave in annual financial statements?

Answer:

1.

		2003/2004	2002/2003	2001/2002	2000/2001
(A)	Average Number of <u>Sick Days</u> taken per full time employee for the financial year	12.74	12.77	11.41	9.21
(B)	Average Number of <u>Unplanned Days</u> taken per full time employee for the financial year	16.68	15.70	14.62	12.20

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2. Sick leave taken by an individual is directly monitored and reviewed by the employee's Team Leader on an ongoing basis and in line with CSA wide strategies and policies. Planned and unplanned leave are monitored and reviewed by the CSA Executive and the National Occupational Health & Safety Committee as part of regular performance management, monitoring and review.
3. No
4. No