

# Senate Finance and Public Administration Legislation Committee —Budget Estimates Hearing—May 2012

## Answers to Questions on Notice

### Parliamentary departments, Department of Parliamentary Services

Topic: **Education expenses**

Question: **93**

Written **Senator Ryan**

**Date set by the committee for the return of answer: 6 July 2012**

1. What are the department/agency's guidelines on study? Please provide details.
2. For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

#### Answer

1. The department provides studies assistance support for ongoing and non-ongoing employees.

There are three categories for assistance. These are assistance for:

- (i) study directly related to the employee's duties;
- (ii) study that will assist an employee with their career development in DPS or the Parliamentary Service; or
- (iii) general study where the skills and knowledge will be some of assistance to an employee's current duties or assist in career development.

A maximum of 70 hours paid study leave is available to approved employees over one semester.

2. Detail of educational expenses provided by DPS that are listed in the table below do not include Leadership Training—these details are provided in answer to the following Question 94.

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*DPS Studies Assistance Program July 2011–May 2012*

<b>Course</b>	<b>Estimated Total Cost</b>	<b>Estimated Cost per participant</b>	<b>No. of participants</b>	<b>Classification</b>	<b>Study leave granted per participant (hours)</b>
Advanced Diploma of Library and Information Services	\$1,000	\$1,000	1	PSL2	130
BA Degree Political Science and Philosophy	\$1,000	\$1,000	1	PSL3	130
Bachelor of Arts	\$250	\$250	1	PSL5/6	46.8
Bachelor of Arts Security, Terrorism and Counter Terrorism	\$2,295	\$1,148	2	PSL1/2 PSL3	130
Bachelor of Business	\$1,000	\$1,000	1	PSL4	65
Bachelor of Business, Information and Business Systems	\$580	\$580	1	PEL1	65
Bachelor of Management	\$2,692	\$1,346	2	2 x PEL1	55
Bachelor of Science in Psychology	\$250	\$250	1	PSL5	65
Cert III Horticulture (Landscape Construction)	\$1,470	\$735	2	2 x PSL2/3	65
Cert III in Library and Information Services	\$750	\$750	1	PSL2	70
Cert IV Plumbing	\$1,000	\$1,000	1	PSL2/3	65
CISCO CCNA Exploration	\$900	\$900	1	PSL6	15
CPA Australia	\$1,630	\$815	2	PEL2 PSL6	45.5
Diploma of Architectural Drafting	\$0	\$0	1	PSL1/2	70
Diploma of Arts (Arabic)	\$500	\$500	1	PSL6	70
Disconnect and Reconnect	\$862	\$862	1	PSL5	30
Doctor of Philosophy	\$300	\$300	1	PEL1	70
Master of Arts (Museums and Collections)	\$1,000	\$1,000	1	PSL6	37.5
Master of Arts (Terrorism, Safety and Security)	\$1,000	\$500	2	2 x PSL3	135
Master of Information Studies	\$830	\$830	1	PSL4/5	65
Master of Public Policy	\$2,000	\$2,000	1	PSL4/5	140
Master of Strategic Studies	\$750	\$750	1	PSL4	44
Masters of Climate Change	\$1,000	\$1,000	1	PSL4/5	65
Masters of Marketing Communications	\$2,000	\$2,000	1	PSL5	130
PhD (Astrophysics)	\$0	\$0	1	PEL1	130

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*Other Educational Training*

<b>Course</b>	<b>Total Cost (ex GST)</b>	<b>Cost per participant (ex GST)</b>	<b>No. of participants</b>	<b>Classification</b>	<b>Delivery</b>	<b>Reason for</b>
Australian Institute of Project Management, Registered Project Manager	\$1,400	\$1,400	1	PEL2	Correspondence	Gaining certification as a Certified Practising Project Director. In addition this achieves an Advanced Diploma in Project Mgt.
Certificate IV in Government, Contract Management	\$12,500	\$12,500	1	PEL1	In-House	Qualification in contract mgt. Supported in DPS Strategic Plan
Certificate IV in Government, Security	\$6,285	\$2,095	3	PEL1 2 x PSL4	External	Relevant to duties
Certificate IV in Training & Assessment	\$10,200	\$2,550	4	PSL5 2 x PSL4 1 x PSL1/2	External	Relevant to duties
Certificate IV Procurement	\$3,700	\$3,700	1	PSL6	External	Relevant to duties
Diploma in Government, Contract Management	\$30,200	\$3,020	10	2 x PEL2 PEL1 5 x PSL6 PSL5 PSL3	In-House	Qualification in contract mgt. Supported in DPS Strategic Plan
Graduate Cert., Public Sector Management	\$8,500	\$8,500	1	SES Band 1	Correspondence	Qualification in management
Introduction to Protective Security Training	\$3,300	\$1,100	3	3 x PSL1/2	External	Relevant to duties
Introduction to Security Risk Management Training	\$3,300	\$1,100	3	PEL1 2 x PSL1/2	External	Relevant to duties
Prince2 Foundation Certification	\$9,800	\$1,255	8	PEL2 2 X PSL6 PSL5 PSL5/6 3 x PSL4	External	Qualification in the project mgt methodology DPS supports
Prince2 Practitioner Certification	\$7,180	\$1,197	6	PEL2 2 x PSL6 PSL5 2 x PSL4	External	Qualification in the project mgt methodology DPS supports