

## **QUESTION TAKEN ON NOTICE**

### **BUDGET ESTIMATES HEARING: 27-28 May 2013**

#### **IMMIGRATION AND CITIZENSHIP PORTFOLIO**

#### **(BE13/0527) PROGRAM – Internal Product**

Senator Humphries (Written) asked:

What is the department/agency's guidelines on study? 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:*

#### **Summary of Study Guidelines**

The Department's Studies Assistance Scheme (SAS) is designed to assist employees with their further education needs. The SAS provides two forms of assistance for employees undertaking tertiary education. These are:

- reimbursement of a portion of:
  - Higher Education Contribution Scheme (HECS)
  - Postgraduate Education Loans Scheme (PELS) charges, or
  - Course fees.
  
- Study leave of:
  - up to 7.5 hours study leave per week, and
  - access to flexible working arrangements for study purposes.

All ongoing employees who have successfully completed probation are eligible to access SAS. SAS is not available for:

- Locally Engaged Employees (LEE)
- Non-ongoing employees
- Employees on probation
- Employees whilst undertaking the Graduate Program, and
- Employees currently undertaking the underperformance process in line with the *DIAC Managing Underperformance Policy*.

## Departmental Benefit

Studies Assistance supports employees to pursue study that is valuable and relevant to the Department and to the individual. This program is one way that the Department is able to deliver on its strategic theme of “well developed and supported staff”.

## Education Expenses

### In House Courses

From 1 July 2012 to 28 May 2013, the department has spent \$8,371,670 on training related expenses.

The table below details the number of participants, total cost and cost per participant. In house courses are attended by staff from APS1 to SES classifications.

<b>In House Courses</b> 1 July 2012 to 28 May 2013					
<b>Program Area</b>	<b>Type of Course</b>	<b>No. of participants<sup>(1)</sup></b>	<b>Total cost<sup>(2,3)</sup></b>	<b>Cost per participant<sup>(4)</sup></b>	<b>Approved Study Leave</b>
Core Foundation and Leadership	Core-Foundation Learning	67 427	\$4,151,852	\$62	Attendance during normal work hours
	Learning for new employees				
	Leadership and management development				
	Desktop applications				
	Systems for People				
	Ready4Work				
	Ready2Manage				
Role specific Learning (including quarantined training activities)	Irregular migration capability	8 829	\$4,219,818	\$478	As above
	Regular migration capability				

**Notes:**

<sup>(1)</sup> Figures include online learning, i.e. courses available to all staff, at any time.

<sup>(3)</sup> Expenditure includes development of a number of mandatory online training courses.

<sup>(3)</sup> Cost per participant rounded to nearest dollar

### **Tertiary Study (External Studies)**

From 1 July 2012 to 28 May 2013, the Department has reimbursed tertiary study costs of \$376,645. For the same period, a total of 405 employees have accessed 4,909.65 days of study leave.

The table below details the number of employees accessing study leave, their classification, and the total study days used.

<b>Classification</b>	<b>No. of participants</b>	<b>No. of study leave days used</b>
APS 1	1	0.40
APS 2	1	2.00
APS 3	25	194.51
APS 4	58	980.52
APS 5	70	1079.98
APS 6	144	1688.35
EXEC 1	75	784.02
EXEC 2	9	48.29
LO	10	75.00
MO 2	2	2.00
MO 3	1	3.00
PLO	1	3.18
SES BND1	1	1.00
SLO	7	47.40
<b>Total</b>	<b>405</b>	<b>4909.65</b>