

## **Senate Standing Committee on Education and Employment**

### **QUESTIONS ON NOTICE Additional Estimates 2015 - 2016**

**Agency - Fair Work Building and Construction**

**Department of Employment Question No. EMSQ16-000747**

**Senator Cameron provided in writing.**

#### **Question**

#### **FWBC - Bullying and harassment complaints handling - personnel receiving complaints**

1. How many FWBC personnel are employed in the agency's Human Resources department and how many of those officers are designated for the purpose of receiving reports of bullying and harassment?
2. Apart from officers in the Human Resources department, which other officers are designated for the purpose of receiving reports of bullying and harassment, what positions do they hold and where are they located?
3. Do officers who receive complaints of bullying and harassment report receipt of complaints to either the Director or an SES officer before a decision is made as to whether any action will be taken in relation to the complaint.
4. If so, why, and what is the Director's or SES officers role in decision making process?

#### **Answer**

1. There are 5.8 (FTE) active officers employed in FWBC's HR Team. The Manager, HR is designated to receive reports of bullying and harassment.
2. All supervisors and managers can receive complaints about bullying and harassment. There is at least one supervisor or manager located in each state office except Tasmania. All incidents' of bullying and harassment must be reported to the Manager, HR or the Chief Operating Officer regardless of who they were reported to in the first instance.
3. All incidents' of bullying and harassment must be reported to the Manager, HR (non SES) or the Chief Operating Officer (SES) regardless of who they were reported to in the first instance.
4. The Chief Operating Officer is the SES Officer responsible for the HR Team and will provide options and guidance to resolve workplace issues.