

Senate Community Affairs Legislation Committee

BUDGET ESTIMATES – 3 JUNE 2015 ANSWER TO QUESTION ON NOTICE

Department of Human Services

Topic: Staffing – employment of non-Australian citizens

Question reference number: HS 63

Senator: Ludwig

Type of question: Written

Date set by the committee for the return of answer: 24 July 2015

Number of pages: 2

Questions:

- a) What is the Department/Agency's policy with regard to hiring non-Australian citizens?
- b) Does the agency have a Culturally and Linguistically Diverse (CALD) policy? If yes, please provide a summary.
- c) How does the Department/Agency determine whether a person is a non-Australian citizen?
- d) How many staff who were not Australian Citizens have been hired by the Department/Agency since the Federal Election in September, 2013? Please break the numbers down by:
 - i) levels at which they are employed;
 - ii) immigration status (Visa);
 - iii) cultural background;
 - iv) linguistic background; and
 - v) how many were hired to satisfy CALD targets?

Answers:

- a) The Department of Human Services (the department) complies with section 22(8) of the *Public Service Act 1999* with regard to employment decisions relating to the engagement of non-Australian citizens. Section 22(8) reads as follows:

‘An Agency Head must not engage, as an APS employee, a person who is not an Australian citizen, unless the Agency Head considers it appropriate to do so.’
- b) The department has a Culturally and Linguistically Diverse (CALD) Employee Plan. The Plan supports the department’s Workplace Diversity and Inclusion Strategy and was developed to promote and enhance the benefits of cultural diversity in the workplace, including to assist the department to better understand the needs of its customers and deliver targeted services to the community. The Plan aligns with the department’s Agency Multicultural Plan which outlines how the department will provide services to culturally and linguistically diverse communities and includes a commitment to ensuring the department has the capability to deliver these services.

- c) Pre-employment checks are conducted as part of the commencement process. Candidates are required to provide evidence of proof of citizenship; this can be in the form of an Australian birth certificate, Australian citizenship certificate or current Australian passport.
- d) Two employees who were not Australian Citizens have been hired by the Department of Human Services in the period 1 September 2013 to 31 May 2015.
 - i) 1 x EL 1 and 1 x APS 5;
 - ii) both employees were permanent residents;
 - iii) one employee voluntarily recorded in the HR system that their cultural background was Indian;
 - iv) one employee voluntarily recorded in HR system that they spoke English and Other Language; and
 - v) the department does not have CALD targets.