

## 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. EMSQ16-000197

Senator Cameron provided in writing.

#### Question

##### FWBC - FWBC Professional Standards Unit

1. Please provide the job descriptions and necessary skills and experience of FWBC staff attached to the FWBC Professional Standards Unit.
2. Please provide details of the qualifications and experience of members of the FWBC Professional Standards Unit.
3. Are members of the FWBC Professional Standards Unit fully engaged on professional standards work or is Professional Standards Unit work an adjunct to other work such as Inspectorate or Corporate group work?
4. Please provide procedural and operational guides, manuals or policy documents relating to the work of the Professional Standards Unit.

#### Answer

1.
  - a. 1 x EL 2 Manager ([Attachment A](#))
  - b. 1 x EL 1 Assistant Manager ([Attachment B](#))
  - c. 3 x APS 6 Senior Officer ([Attachment C](#))
2. Each member is qualified and experienced as per their respective Position Description.
3. Professional Standards Unit (PSU) staff are fully engaged in PSU work.
4. There is a section titled '*Review of Investigations*' in Chapter 19 of the FWBC Operations Guide which deals with this ([Attachment D](#)).

Note: the above has a detailed attachment titled 'Professional Standards Unit – File Reviews' located at right hand side of the page. This provides more details of PSU processes ([Attachment E](#)).

A version of the process relating to making a complaint about the agency is located on the FWBC website titled '*Request a review*' ([Attachment F](#)).