

# Senate Finance and Public Administration Legislation Committee —Additional Estimates Hearing—February 2016

## Answers to Questions on Notice

### Parliamentary departments, Department of Parliamentary Services

Topic: **Staff Awards**

Question: **231**

Written: **Senator Ludwig**

**Date set by the committee for the return of answer: 1 April 2016**

Since the change of Prime Minister on 14 September, 2015:

1. Has the Department / Agency given out awards to staff for any reason? If yes:
  - a. What was the reason for the awards?
  - b. What was the criteria for the awards?
  - c. What form did the award take? (e.g. Certificate, gift vouchers etc)
  - d. How much was spent on the award?
2. How were the awards presented?
3. Who presented the awards?
4. Was there a ceremony or party for the awards? If yes:
  - a. Where was it held?
  - b. Was there a fee for the venue? If yes, how much?
  - c. How much was spent on catering?
  - d. How many people attended?
  - e. Did the minister attend?
  - f. Did the minister's staff attend? If yes, how many?

### Answer

1. Yes
  - a. DPS Service Pins and Secretary Awards
  - b. Service Pins - all ongoing and non-ongoing employees of DPS and its predecessor departments are eligible to receive a Service Pin after completing 10, 15, 20, 25, 30 and 35 years of continuous service.
  - c. Secretary Awards - there are three Secretary Award categories, each addressing criteria to recognise differing capabilities and achievements across all non-SES classification levels of the department. These include outstanding leadership, dedication to collaboration and building sustainable relationships and innovative solutions.
  - d. Service Pins - custom made rectangular pin with an image of parliament house.  
Secretary's Awards - A4 certificates.
  - e. Service Pins - \$971.50 (bulk order of pins).  
Secretary's Award - \$41.75 (for printing).
2. The awards were presented at a ceremony held Thursday, 3 December 2015.
3. The awards were presented by the Presiding Officers (President of the Senate, the Hon. Stephen Parry and Speaker of the House of Representatives, the Hon. Tony Smith MP) and the acting Secretary of DPS (Dr Dianne Heriot).

4. Yes.
  - a. Mural Hall – Parliament House.
  - b. No.
  - c. A total of \$1,040 was spent on catering.
  - d. All DPS employees were invited; 194 employees accepted the invitation to attend the ceremony.
  - e. Not applicable.
  - f. Not applicable.