



PARLIAMENT OF AUSTRALIA
DEPARTMENT OF PARLIAMENTARY SERVICES

DPS ref: D17/6473

Ms Lyn Beverley
Committee Secretary
Senate Finance and Public Administration Legislation Committee
Parliament House
CANBERRA ACT 2600

Dear Ms Beverley

Correction to Question on Notice No. 65 Additional Estimates February 2017

I wish to correct the answer to Question on Notice No. 65, regarding parliamentary security staff extended shift arrangements, from the 2016–17 Additional Estimates hearing in February.

The data provided in the tables in response to part one of this question was incorrect. Human error was responsible for the manual data collection and spreadsheet miscalculation. As a result, a number of shifts that should have been counted in the original response were omitted, providing a substantially lower number than should have been included.

I regret that inaccurate information has been provided to the Committee. Action is being taken to change processes in the rostering area to improve data integrity.

I have attached an amended response to Question on Notice No. 65. I would be grateful if you could draw this to the Committee's attention.

Yours sincerely

Rob Stefanic
Secretary

23 June 2017

Senate Finance and Public Administration Legislation Committee —Additional Estimates Hearing—February 2017

Answers to Questions on Notice

Parliamentary departments, Department of Parliamentary Services

Topic: **Extended shifts**

Question: **65**

Written **Senator Wong**

Date set by the committee for the return of answer: 13 April 2017

At the 2016-17 Supplementary Budget Estimates, the Acting First Assistant Secretary, Building and Security Division, Mr Cooper, tabled a document indicating the number of staff working shifts greater than 14 hours but less than 16 hours for a twelve-month period, and instances where security officers worked more than one shift in a 24 hour period.

1. Can this table be updated?
2. Why is there a limit of 16 hours?
3. Are there potentially guards working longer than 16 hour shifts?

Answer

1. The table below details the number of shifts that were greater than 14 hours but less than 16 hours worked by Security Officers for the past 3 months:

JAN	FEB	MARCH	TOTAL
141	205	218	564

The table below details the instances where Security Officers worked more than one (1) continuous shift, i.e. they worked shifts equal to or greater than 16 hours in a 24 hour period during the past 3 months:

JAN	FEB	MARCH	TOTAL
7	4	3	14

2. 16 hours equals two full shifts and this limit has been imposed in the interests of assisting with fatigue management. It is important to note that an employee cannot work for more than 16 hours without their agreement, as per Clauses 402(e) and 402(f) of the 2011 DPS Enterprise Agreement. DPS is also cognisant of the right of employees, under the Fair Work Act, to refuse to work unreasonable additional hours.
3. There have been instances where PSS officers have worked more than 16 hours. Some examples of why this can occur are as follows:
 - Covering unplanned extended sitting hours;
 - Covering late notice absences (personal leave); and
 - Staffing functions that continue longer than initially booked.

However, prior to an officer working more than 16 hours, roster office staff or the relevant team leader must discuss the matter with either the Director or Assistant Director of Security Operations. The following conditions must be met:

- The officer concerned must be willing to work the additional hours;
- They must indicate that they are not fatigued;

- Consideration is given to the number of previously hours worked since their last RDOs;
- The officer is offered a cabcharge voucher to return home at the completion of their extended shift and another one for their return to work for their next shift; and
- The 10-hour rule (a break of 10 hours from the completion of the extended shift to the commencement of their next shift) must be observed.