

Senate Finance and Public Administration Legislation Committee —Budget Estimates Hearing—May 2011

Answers to Questions on Notice

Parliamentary departments, Department of Parliamentary Services

Topic: **Bullying covered in induction notes**

Question: **23**

Hansard reference **F&PA p.23, 23 May 2011**

Date set by the committee for the return of answer: 8 July 2011

Senator MOORE: ... Can we find out, firstly, whether the word 'bullying' is actually mentioned in your materials and, secondly, whether there has been any ongoing process within the area with the professional help that is available in the public service at the moment to work with all staff, after that very upsetting process of finding your workplace named in the media?

Mr Thompson: We can provide some additional Information about that.

...

Answer

- 1 Yes, the word bullying is mentioned in DPS induction materials.
 - (a) All new DPS employees are provided with a pamphlet outlining their responsibilities in relation to the Parliamentary Service Values and Code of Conduct on their first day of employment, which includes:
“a Parliamentary service employee, when acting in the course of their employment, must treat everyone with respect and courtesy, and without harassment.”
 - (b) DPS presents regular induction workshops for new employees. Topics covered in the induction workshop include the Parliamentary Service Values and Code of Conduct. A scenario—in which an employee appears to be bullied—is used to facilitate discussion among attendees on appropriate workplace behaviour and on resources available in DPS to guide and support employees.
 - (c) DPS has a policy on harassment titled *OHS paper no.6—Policy—Workplace harassment and bullying*, which is referred to in the induction workshop. All employees are encouraged to attend the bullying and harassment awareness workshops.
- 2 DPS employees and their families have access to an Employee Assistance Program to assist on any work or personal issues which may be causing them concern.