

QUESTION TAKEN ON NOTICE

ADDITIONAL ESTIMATES HEARINGS: 11 February 2013

IMMIGRATION AND CITIZENSHIP PORTFOLIO

(AE13/0477) PROGRAM – Internal Product

Senator Humphries (Written) asked:

Portfolio wide - What is the department/agency's guidelines on study? For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

Answer:

Tertiary studies

The purpose of Studies Assistance is to support employees to pursue study that is valuable and relevant to the department and to the individual. This program is one way that the Department is able to deliver on its strategic theme of "well developed and supported staff".

The Department's Studies Assistance Scheme (SAS) is designed to assist employees with their further education needs. The SAS provides two forms of assistance for employees undertaking tertiary education. These are:

- reimbursement of a portion of:
 - Higher Education Contribution Scheme (HECS)
 - Postgraduate Education Loans Scheme (PELS) charges, or
 - Course fees.

- Study leave of:
 - up to 7.5 hours study leave per week, and
 - access to flexible working arrangements for study purposes.

All ongoing employees who have successfully completed probation are eligible to access SAS. SAS is not available for:

- Locally Engaged Employees (LEE)
- Non-ongoing employees
- Employees on probation
- Employees whilst undertaking the Graduate Program, and
- Employees currently undertaking the underperformance process in line with the *DIAC Managing Underperformance Policy*.

Financial Year to Date (July 2012 –28 February 2013) study leave days by classification

Reimbursement of tertiary costs totals \$85,550 for the year to date.
For the same period a total of 331 employees have accessed study leave using 2,598 days.

Classification	No. of employees	Days used
APS 1	1	1
APS 3	33	263
APS 4	50	397
APS 5	48	446
APS 6	116	910
EXEC 1	61	487
EXEC 2	6	10
LEGAL OFFICER	8	51
MEDICAL OFFICER 2	2	2
MEDICAL OFFICER 3	1	3
PRINCIPAL LEGAL OFFICER	1	2
SENIOR LEGAL OFFICER	4	26
Total	331	2598

In the financial year to date (July - 28 February 2013), the Department has spent \$5,647,240 on training related expenses. The tables below detail the number of participants, total cost and cost per participant for formal training programs offered by the Department.

2012-13 Financial Year to Date (July 2012–28 February 2013)

Staff development					
2012-13 Financial Year to date (July 2012- 28 February 2013)					
Program Area	Detail	No. of participants ⁽¹⁾	Total cost ⁽²⁾	Cost per participant ⁽³⁾	Approved Study Leave
Core Foundation and Leadership	Core-Foundation Learning	43,140	\$2,859,016	\$66	Attendance during normal work hours
	Learning for new employees				
	Leadership and management development				
	Desktop applications				
	Systems for People				
	Ready4Work				
	Ready2Manage				
Role specific Learning (including quarantined training activities)	Irregular migration capability	5,303	\$2,788,224	\$526	As above
	Regular migration capability				

Notes:⁽¹⁾ Figures include online learning, i.e. courses available to all staff, at any time.

⁽²⁾ Expenditure includes development of a number of mandatory online training courses.

⁽³⁾ Cost per participant rounded to nearest dollar.