

MINISTRY OF JUSTICE, STAFF TRANSFERS

886. Mr RIEBELING to the Parliamentary Secretary to the Minister for Justice:

- (1) Are junior and senior staff within the Ministry of Justice permitted to transfer between different positions in the Ministry that carry the same level of remuneration?
- (2) Are staff given the opportunity to apply for such transfers?
- (3) Does the Ministry approach certain staff members to request they transfer into nominated positions?
- (4) Since 1 July 2000, how many staff in the Ministry of Justice have been transferred between one position and another?
- (5) How many transfers have been instigated by -
 - (a) the Ministry;
 - (b) the staff member concerned?
- (6) What criteria does the Ministry apply in determining whether a person will be permitted to transfer between one position and another?
- (7) Is the same criteria applied across the Ministry to all transfers?
- (8) If not, why not?
- (9) Are transfers allowed or permitted which do not comply with the usual criteria?
- (10) If so, under what circumstances?
- (11) Have any special transfers been permitted by the Ministry in the last six months?
- (12) If so, for what reason or reasons were those special transfers permitted?
- (13) Does the Ministry have any processes in place to ensure that such transfers do not amount to favouritism and/or discrimination against one or more officers?
- (14) Who within the Ministry of Justice is responsible for ensuring that such transfers are not allocated on discriminatory or preferential basis?
- (15) In transferring a staff member to another position, does the Ministry ensure that the person transferred has the skills, attributes and integrity to carry out that position?
- (16) If so, to what extent does the Ministry take into account previous performance?

Mr BARRON-SULLIVAN replied:

The Minister for Justice has provided the following reply:

- (1) Yes
- (2) Yes

During a restructure staff are generally requested to apply for transfer into positions at the same level.
At other times, staff can apply to management for transfer into vacant positions at their level.
There is a scheme in existence for prison officers through which they can apply for a transfer to a different prison.
- (3) Yes
- (4) In the past 6 months, 92 staff movements were coded as transfers in the Ministry's human resource information system.
- (5) This data is not available
- (6) The criteria as laid out in the Ministry's Transfer Policy are as follows:
 - Where it is in the public interest to effect a transfer
 - Maintaining staffing levels
 - Compassionate grounds
 - Medical grounds
 - Disciplinary reasons

- (7) Yes
- (8) Not applicable
- (9) The criteria are broad enough to encompass all appropriate reasons for a transfer.
- (10) Not applicable
- (11) No
- (12) Not applicable
- (13) Yes. The Ministry has a transfer policy and guidelines and is required to comply with the Public Sector Transfer Standard.
- (14) All Managers within the Ministry are required to comply with Ministry policy, procedures and the Standards.
- (15) The Ministry strives for a good match between the requirements of the position and the skills, knowledge and personal attributes of the officer involved. Where an unattached officer is transferred into a position, normal redeployment criteria apply, i.e. the officer should be capable of doing the duties of the position within 6 months.
- (16) The Ministry takes into account a number of factors when effecting a transfer, which may include previous performance.