

Department of Family Services



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Reference:  
Refer to:  
Section:  
Your Ref.:

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QCPCI

Date: 3.12.2012

29th August, 1989

Exhibit number: 63

Mr. K. O'Shea,  
Acting Solicitor-General,  
State Law Building,  
50 Ann Street,  
BRISBANE. Q. 4000

Dear Mr. O'Shea,

Regulation 46, Public Service Management and  
Employment Regulations 1988

Your Reference: Mr. Campbell A3.8210 A280/89

I refer to your letter dated 30th June, 1989, in which you provide me with your advice with respect to certain matters relating to grievance procedures.

Your letter has raised a further question upon which I now seek your advice.

During the selection process for vacancies within this department, merit statements are written to support the recommendation of the chosen applicant, relative to the merits of other applicants. Such statements may discuss the relative merits of various applicants (who may be officers) who were interviewed for the position. It is possible that there may be material that could be considered detrimental to the interests of certain officers within these merit statements.

It has been practice to retain such merit statement information only in relation to the specific selection exercise. It has been stored in a vacancy folder within Personnel Services for a period of six months, after which time it has been destroyed. Merit statements have never been attached to an official file or held for longer than six months. They have not been made accessible to the candidates. The Promotion Appeal process is available for officers who believe that they have been unfairly assessed, and the vacancy folder, with these merit statements, would be referred to in the event of an appeal.



*Adams*

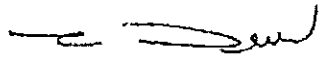
29 AUG 1989

In view of your letter of 30th June, 1989, I would appreciate your advice as to whether the department's practice of storing and destroying merit statements could be in breach of Regulation 46 of the Public Service Management and Employment Regulations 1988.

If you require any additional information in respect of this Department's practices, please contact Mr. David Herbert on 224.8949.

Your assistance in this matter is appreciated.

Yours sincerely,

  
A.C. Pettigrew  
Director-General