

Department of Family Services



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QCPCI

20th June, 1989

Date: 3.10.2012

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

Exhibit number: 60

Dear Mr O'Shea,

Re: Regulations 46 and 65 of the Public Service Management and
Employment Regulations of 1988

*Yes if
advisement
as per
Reg. 46.*

The Department of Family Services is currently finalising guidelines on the procedure to be followed for the lodgement and investigation of grievances. The issue is whether the reports prepared under Regulation 63(3) should be placed on the officer's file. The concern is that if this occurs, the officer could lodge a further grievance in respect of the investigation, and so on, as each grievance is investigated.

*an
unofficial
file ???*

One option that has been suggested is to keep a record of material gathered in the grievance investigation process on a single confidential policy file rather than to place this material on the personal files of the officers concerned.

Your advice is sought as to what extent Regulation 46 of the Public Service Management and Employment Regulations of 1988 would apply in this situation, in particular as to:-

Yes!

- (a) whether such a policy file would represent a "departmental file or record held on the officer" under Regulation 65; and
- (b) whether it would represent "an official file or record relating to an officer", and if it would be necessary for an officer to be provided with a copy of the documentation and an opportunity to respond to its contents under Regulation 46.

Your assistance with this matter would be appreciated.

Yours sincerely,

[Signature]
A.C. Pettigrew,
DIRECTOR-GENERAL

advising



22 JUN 1989