



8 DEC 2015

Lavery Lance-Desmond
fyi-request-3218-57f1c41a@requests.fyi.org.nz

Dear Mr Lance-Desmond

Thank you for your email of 13 October 2015 requesting information under the Official Information Act 1982. I understand that you have already received a letter regarding Child, Youth and Family's staff newsletter 'NEED 2 KNOW'.

In regards to your other questions pertaining to Child, Youth and Family employees and whether or not they have to swear allegiance prior to beginning employment, I can advise you that there is no legislative requirement in place for this to occur.

All Ministry of Social Development staff, which includes those who work for Child, Youth and Family, accept the Ministry's Code of Conduct when they commence work. The Code is part of an employee's employment terms and conditions.

The code is based on the State Services Standards of Integrity and Conduct which sets out the minimum standards of behaviour expected of public servants and is issued under section 57 of the State Sector Act 1988. Information about the State Services Standards can be found at: www.ssc.govt.nz/code.

The performance of all Ministry staff is reviewed regularly, and one of the factors considered in these reviews is compliance with standards. The frequency of staff performance reviews depends on their particular role and the type of work they do. If a formal complaint is made, it is investigated immediately. If a breach of standard was found to have occurred, management would then decide on what action is necessary depending on the type and severity of the breach.

Thank you for writing.

Yours sincerely

Rachel Sutherland
General Manager
Ministerial and Executive Services