

18 September 2017

D Dahya  
fyi-request-6041-d9070222@requests.fyi.org.nz

Dear D Dahya

Thank you for your request under the Official Information Act 1982, in which you requested the following:

- *Currently is there a requirement to notify potential employees of this policy prior to their employment with IRD and, if so, is it in written form?*
- *At what point are employees made aware of this policy?*
- *Do you consider this policy potentially oppressive or obstructive if applicants are not advised of this policy prior to signing an employment agreement and if references are only provided in verbal form?*
- *Is there not more of a requirement for future employees/applicants to be advised of this policy prior to the start of their employment with IRD on the basis that only verbal references will be provided, not written ones, and it is not mandatory to provide one at all?*
- *What happens in the following scenario where the Leader has left the organisation and can no longer be contacted and an employment opportunity is dependant on the provision of a reference for a former employee?*
- *How then, are you able to obtain a reference if written references are not provided?*
- *Regarding the above scenario is the current policy ineffective?*
- *Does this not leave the power of employment opportunities in the hands of the Leader after the employee's departure?*
- *Does the current policy clearly state references can only be provided by a certain (or only one) leader ie a manager etc, and verbally only and that the Leader is not obligated to provide one?*
- *Does it explain what to do if that Leader leaves the organisation after the employee does?*
- *Should the policy allow for a written reference to be provided?*
- *I earned a salary increase during my time there but did not have access to a reference because of the policy -if this is correct should the policy be changed?*
- *Do future employees have a right to know about the policy prior to employment?*

*- Are employees disadvantaged by not being informed of this policy prior to employment at IRD?*

*-Is it correct that employees have access to this policy after he/she has signed an employment agreement?*

*- How is any potential employee able to inquire, challenge, object to the terms of this policy if they are not made aware of it prior to their employment term?*

We received the request on 14 September 2017 and will respond by 12 October 2017.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jonathan Burrage', written in a cursive style.

Jonathan Burrage  
Team Manager, Government & Executive Services