

28 November 2012

National Office

Education Workforce
45-47 Pipileia Street
Thorndon
PO Box 1666
Wellington
New Zealand

Phone: 0-4-463 8000
Fax: 0-4-463 8001
www.minedu.govt.nz
File: 732273

Maria-Jane Brodie

Fyi-request-675-1218feff@requests.fyi.org.nz

Dear Maria-Jane Brodie

This letter is to acknowledge receipt of your email of 27 November 2012 in which you request the following information:

- *A breakdown of payroll error rates and statistics since the implementation of Novopay, broken down by pay period;*
- *Specifically: The number of underpayments and overpayments made each pay period, broken down into gross dollar value bands in increments of \$1000 (e.g. overpayments \$0-\$999, overpayments \$1000-\$1999, underpayments \$0-\$999, etc);*
- *If it is possible to further break these down into occupational grouping that would be fantastic, however if this isn't possible, dollar value bands are sufficient;*
- *The number of staff employed by Ministry of Education during each of these pay periods;*
- *A breakdown of numbers of underpayments and overpayments by reason: entering error at the schools' end, processing error by the Novopay payroll team, system error;*
- *Number of staff members who have had errors over multiple pays. E.g.: number of staff with a total of 0 pay periods with an error, number of staff with a total of 1 pay periods with an error, number of staff with a total of 2 pay periods with an error, etc.*

Your request will be answered within 20 working days of its receipt, in accordance with the Official Information Act 1982. The Ministry reserves the right to request an extension if this becomes necessary due to the potential workload involved in meeting your request.

Yours sincerely



Rebecca Elvy
Group Manager Education Workforce