

Directive

Directive Title	Managing Excess Employees Advice to Agencies No 3 of 1 September 2011 Agency Case Management and Redeployment Policies
Status	Active
Document Number	D2011_021
File Number	DPC11/01402-001
Compliance Detail	Mandatory for: <input checked="" type="checkbox"/> NSW Public Service Departments <input checked="" type="checkbox"/> NSW Public Service Other Agencies <input checked="" type="checkbox"/> NSW Non-Public Service Divisions and Special Employment Divisions
Category	Redeployment, Redundancy, Termination
Sub Category	Managing Excess Employees
Summary	This Directive explains that agencies' internal redeployment policies and processes must be consistent with the Case Management and Redeployment Guidelines (D2011_009).
Publication Date	1/September/2011
Review Date	30/June/2014
Author	Public Sector Workforce
Unit	Performance and Development
Policy Custodian	Director, HR Practice
Distribution method	DPC Website
Circular/Memorandum	M2011-11
Previous Reference	Nil
Archive Note	Nil
Contact for enquiries	enquiries-psc@psc.nsw.gov.au or (02) 9272 6000

This Directive may be varied, withdrawn or replaced at any time without notice



Premier
& Cabinet

MANAGING EXCESS EMPLOYEES

ADVICE TO AGENCIES

No.3 of 1 SEPTEMBER 2011

AGENCY CASE MANAGEMENT AND REDEPLOYMENT POLICIES

This advice is provided to help agencies apply the *Managing Excess Employees* policy in Premier's Memorandum 2011-11, which took effect on 1 August 2011.

Internal Policies

Agencies must ensure that internal policies and processes for the redeployment of their own excess employees, within the agency, are consistent with the *Case Management and Redeployment Guidelines* (D2011_009) published by the Department of Premier and Cabinet on 20 July 2011.

For example, agencies must adhere to the *Guideline's* criteria when:

- determining whether an excess employee is eligible for internal job matching and priority assessment (section 6.1 of the *Guidelines*)
- identifying suitable internal matches for excess employees (section 6.3 of the *Guidelines*).

For further information please contact Public Sector Workforce on 9228 4444 or excess_reporting@dpc.nsw.gov.au.