

Report on Family-Friendly Measures in the Public Service

Employee Relations Department
Management and Personnel Office

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Report on Family-friendly Measures in the Public Service as at 1st December 2005

Introduction

This report is based on a survey of the Family-friendly measures availed of by Public Officers, as at 1st December, 2005, carried out by Employee Relations Department. The objective of this survey was to establish:

- a) The number of employees, defined by gender, who opted for the various family-friendly measures so as to assess the effects these measures have had on the i)Public Service in general ii) employees themselves.
- b) Assess the change over time in the number of male and female employees who avail themselves of these measures.
- c) Propose any further changes/development of these measures.
- d) Employee Relations is currently preparing a brochure to provide information about the Public Service's family-friendly measures, funded by the European Social Fund. This report will also be used to assess the possible effect which the distribution of our planned brochure on family-friendly measures may have on the use of these measures by Public Officers.

This report:

- i) outlines the main trends in the use of family-friendly measures
- ii) is meant to serve as a Management tool for managers.

Procedure

A questionnaire, shown at Appendix I, was sent by e-mail to all Directors, Corporate Services and Directors, Finance & Administration to obtain the required information to help us get a) an overview of the whole situation b) understand how widespread the use of the various family-friendly measures in the various departments in the Public Service is and how it is availed according to gender.

Main Issues

The main point that immediately emerges from this survey is that the use of the various measures is quite widespread. It is also immediately evident that it is females rather than males who tend to take advantage of family-friendly measures (Appendix 2A- 2F).

A previous survey carried out in May 2002 on Reduced Hours and Responsibility Leave (Red 1A in MPO 175/1995/II) showed that between 1999 and 2001, 94% of the public officers on reduced hours and 69% of public officers on responsibility leave were women.

In this survey dated 1st December 2005 the percentage of employees utilizing reduced hours who were female was 95.76% and the percentage of employees utilizing responsibility leave who were female was 94.11%. This indicates that the percentage up-take of these measures by male employees is in fact decreasing and not increasing (Red 2A).

As on 1st December 2005, the various family-friendly measures were utilized by the following number of employees expressed as a percentage of the workforce:

Reduced hours (20 and 30 hours)	850	3.33%.
Responsibility leave	34	0.13%
Parental leave	269	1.05%
Career Break	196	<u>0.78%</u>
All Family friendly measures	1349	<u>5.29%.</u>

It is clear that the measure which was availed of most by employees was that of working on reduced hours which amounts to 3.54%. The percentage making use of parental leave and career break together made up 1.92% of all employees. Responsibility leave is the measure which was utilized least with only 0.14% or 34 employees availing themselves of it.

The number of employees on reduced hours and responsibility leave shows a very steady increase when one compares the figures available from the previous surveys with this one.

	1999	2000	2001	2005
Reduced hours	109	248	333	850
Responsibility leave	6	13	17	34

Conclusion:

The results of the survey indicate that employees are making more use of family-friendly measures. It should also be noted that male employees are also making use of family-friendly measures although to a much lower extent than females. The preponderance of the use of reduced hours as a family-friendly measure indicates its success in aiding employees to combine work/family responsibilities.

The findings indicate that the aim of retaining experienced employees in employment is being facilitated and that employees are willing to utilize the measures offered.

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- Appendix I - Utilization of family-friendly measures in the Public Service as at 1st December 2005.
- Appendix II - Utilization of family-friendly measures in the Public Service as at 1st December, 2005 by gender.
- Appendix III - Utilization of family-friendly measures in the Public Service as at 1st December 2005. Percentage of total number of Ministry Employees, by gender.
- Appendix IV - Responsibility leave (gender distribution)
- Appendix V - Parental leave (gender distribution)
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- Appendix VIII- Reduced hours – 20 hours (gender distribution)
- Appendix IX - Reduced hours – 30 hours (gender distribution)
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- Appendix XI – Percentage utilization of family-friendly measures in the Public Service (expressed as a percentage of the total public officers in the public service)
- Appendix XII – Percentage utilization of Family-friendly measures in the Public Service (expressed as a percentage of Public Officers who have availed of these measures)

Appendix I

Utilization of family-friendly measures in the Public Service as at 1st December 2005.

Ministries	Responsibility leave	Parental leave	Career break	Reduced 20hr + 30 hr	Total No of employees utilising ff measures	Total no of employees per Ministry	Percentage of employees utilising ff measures	Reduced 20 hr	Reduced 30 hrs
MUDR	-	5	-	6	11	35	31.43%	3	3
MTC	-	6	6	28	40	146	27.40%	11	17
MJHA	-	13	20	99	132	972	13.58%	31	68
MFSS	-	13	4	77	94	710	13.24%	36	41
MCMP	2	1	1	25	29	301	9.63%	10	15
MHEC	17	108	20	346	491	6171	7.96%	177	169
MFA	-	1	3	16	20	261	7.66%	9	7
MFIN	1	9	11	71	92	1392	6.61%	33	38
OPM	1	12	6	21	40	652	6.13%	7	14
MGOZ	5	21	7	44	77	1931	3.99%	10	34
MEYE	7	66	106	38	217	6453	3.36%	13	25
MIIT	-	6	3	27	36	1210	2.98%	11	16
MRI	-	5	5	38	48	2634	1.82%	8	30
MRAE	1	3	4	14	22	2634	0.84%	8	6
Total	34	269	196	850	1349	25502	5.29%	367	483

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Appendix II

Utilization of family-friendly measures in the Public Service as at 1st December 2005 by gender.

Ministries	Responsibility leave		Parental leave		Career break		Reduced 20hr + 30 hr	
	Male	Female	Male	Female	Male	Female	Male	Female
MUDR	0	0	0	5	0	0	1	5
MTC	0	0	0	6	3	3	3	25
MJHA	0	0	1	12	0	20	2	97
MFSS	0	0	0	13	0	4	1	76
MCMP	0	2	1	0	0	1	1	24
MHEC	0	17	3	105	0	20	9	337
MFA	0	0	0	1	0	3	3	13
MFIN	0	1	0	9	0	11	2	69
OPM	0	1	0	12	0	6	0	21
MGOZ	0	5	0	21	0	7	3	41
MEYE	1	6	2	64	2	104	2	36
MIIT	0	0	1	5	1	2	2	25
MRI	0	0	0	5	0	5	4	34
MRAE	1	0	1	2	1	3	3	11
Total	2	32	9	260	7	189	36	814

Reduced 20 hr		Reduced 30 hrs	
Male	Female	Male	Female
0	3	1	2
0	11	3	14
0	31	2	66
0	36	1	40
1	9	0	15
2	175	7	162
2	7	1	6
2	31	0	38
0	7	0	14
1	9	2	32
0	13	2	23
0	11	2	14
0	8	4	26
2	6	1	5
10	357	26	457

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Appendix III

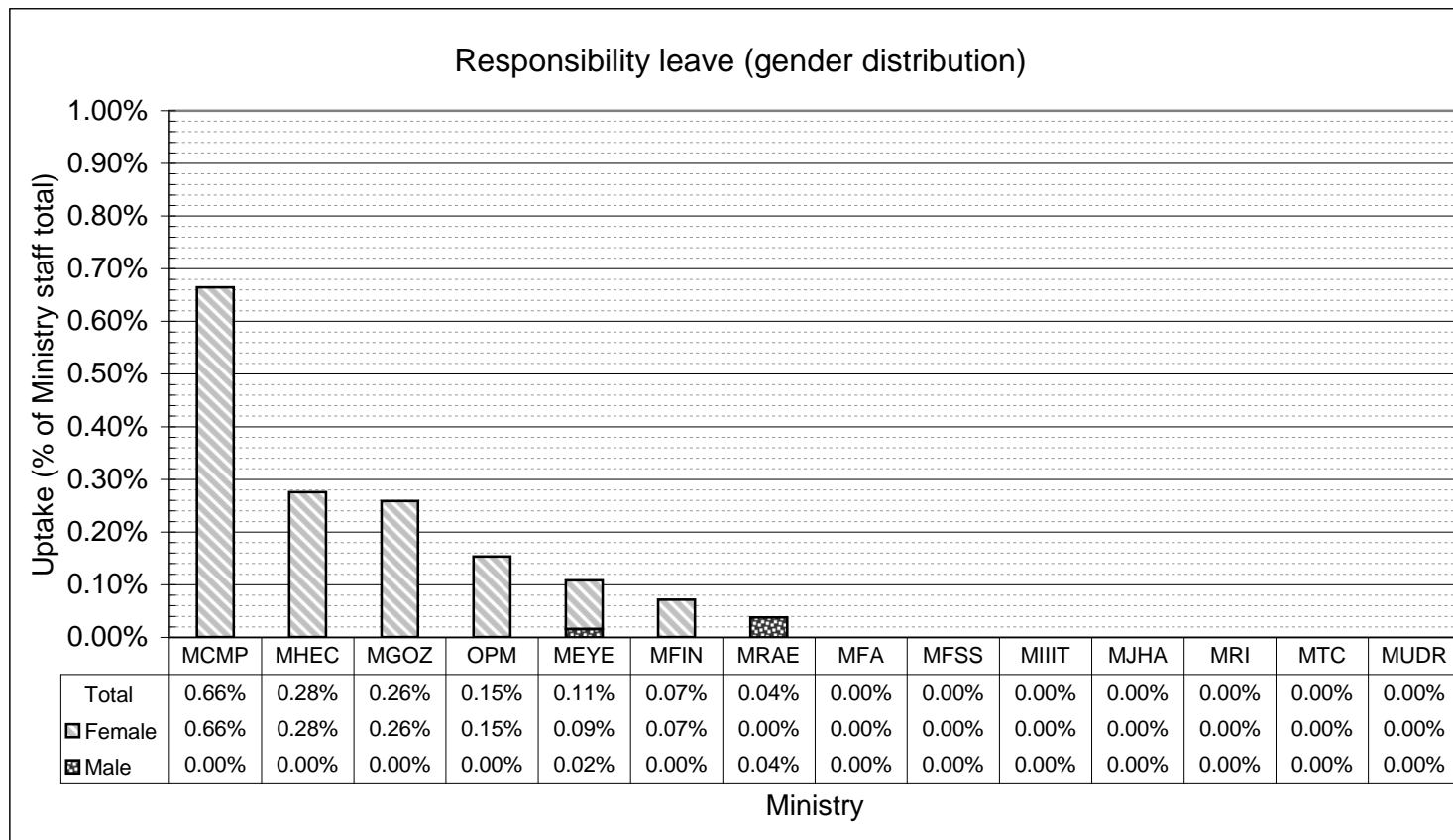
Utilization of family-friendly measures in the Public Service as at 1st December 2005. Percentage of total number of Ministry Employees, by gender.

Ministries	Responsibility leave		Parental leave		Career break		Reduced 20hr + 30 hr	
	Male	Female	Male	Female	Male	Female	Male	Female
MUDR	0.00%	0.00%	0.00%	14.29%	0.00%	0.00%	2.86%	14.29%
MTC	0.00%	0.00%	0.00%	4.11%	2.05%	2.05%	2.05%	17.12%
MJHA	0.00%	0.00%	0.10%	1.23%	0.00%	2.06%	0.21%	9.98%
MFSS	0.00%	0.00%	0.00%	1.83%	0.00%	0.56%	0.14%	10.70%
MCMP	0.00%	0.66%	0.33%	0.00%	0.00%	0.33%	0.33%	7.97%
MHEC	0.00%	0.28%	0.05%	1.70%	0.00%	0.32%	0.15%	5.46%
MFA	0.00%	0.00%	0.00%	0.38%	0.00%	1.15%	1.15%	4.98%
MFIN	0.00%	0.07%	0.00%	0.65%	0.00%	0.79%	0.14%	4.96%
OPM	0.00%	0.15%	0.00%	1.84%	0.00%	0.92%	0.00%	3.22%
MGOZ	0.00%	0.26%	0.00%	1.09%	0.00%	0.36%	0.16%	2.12%
MEYE	0.02%	0.09%	0.03%	0.99%	0.03%	1.61%	0.03%	0.56%
MIIT	0.00%	0.00%	0.08%	0.41%	0.08%	0.17%	0.17%	2.07%
MRI	0.00%	0.00%	0.00%	0.19%	0.00%	0.19%	0.15%	1.29%
MRAE	0.04%	0.00%	0.04%	0.08%	0.04%	0.11%	0.11%	0.42%

Reduced 20 hr		Reduced 30 hrs	
Male	Female	Male	Female
0.00%	8.57%	2.86%	5.71%
0.00%	7.53%	2.05%	9.59%
0.00%	3.19%	0.21%	6.79%
0.00%	5.07%	0.14%	5.63%
0.33%	2.99%	0.00%	4.98%
0.03%	2.84%	0.11%	2.63%
0.77%	2.68%	0.38%	2.30%
0.14%	2.23%	0.00%	2.73%
0.00%	1.07%	0.00%	2.15%
0.05%	0.47%	0.10%	1.66%
0.00%	0.20%	0.03%	0.36%
0.00%	0.91%	0.17%	1.16%
0.00%	0.30%	0.15%	0.99%
0.08%	0.23%	0.04%	0.19%

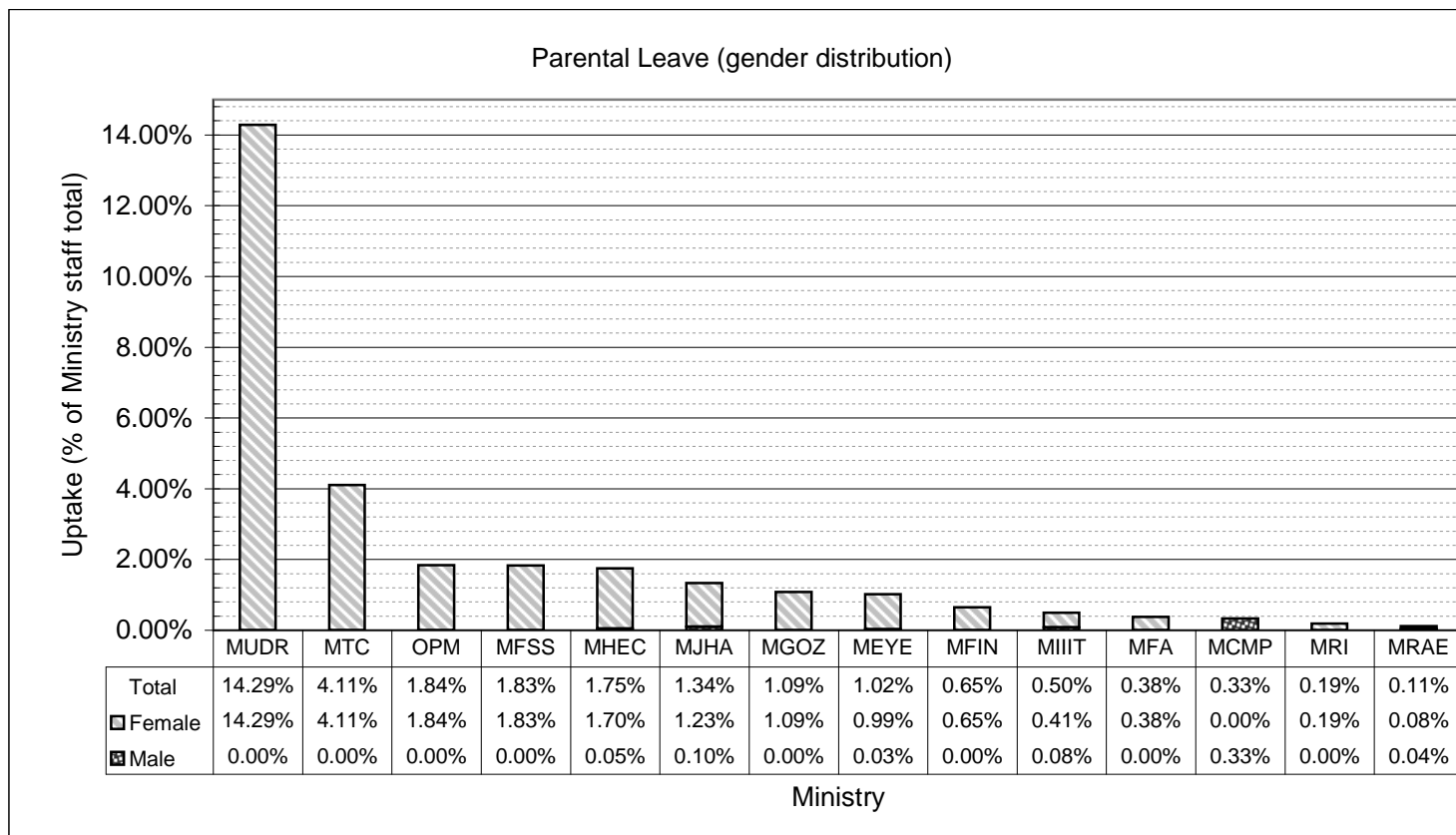
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Appendix IV



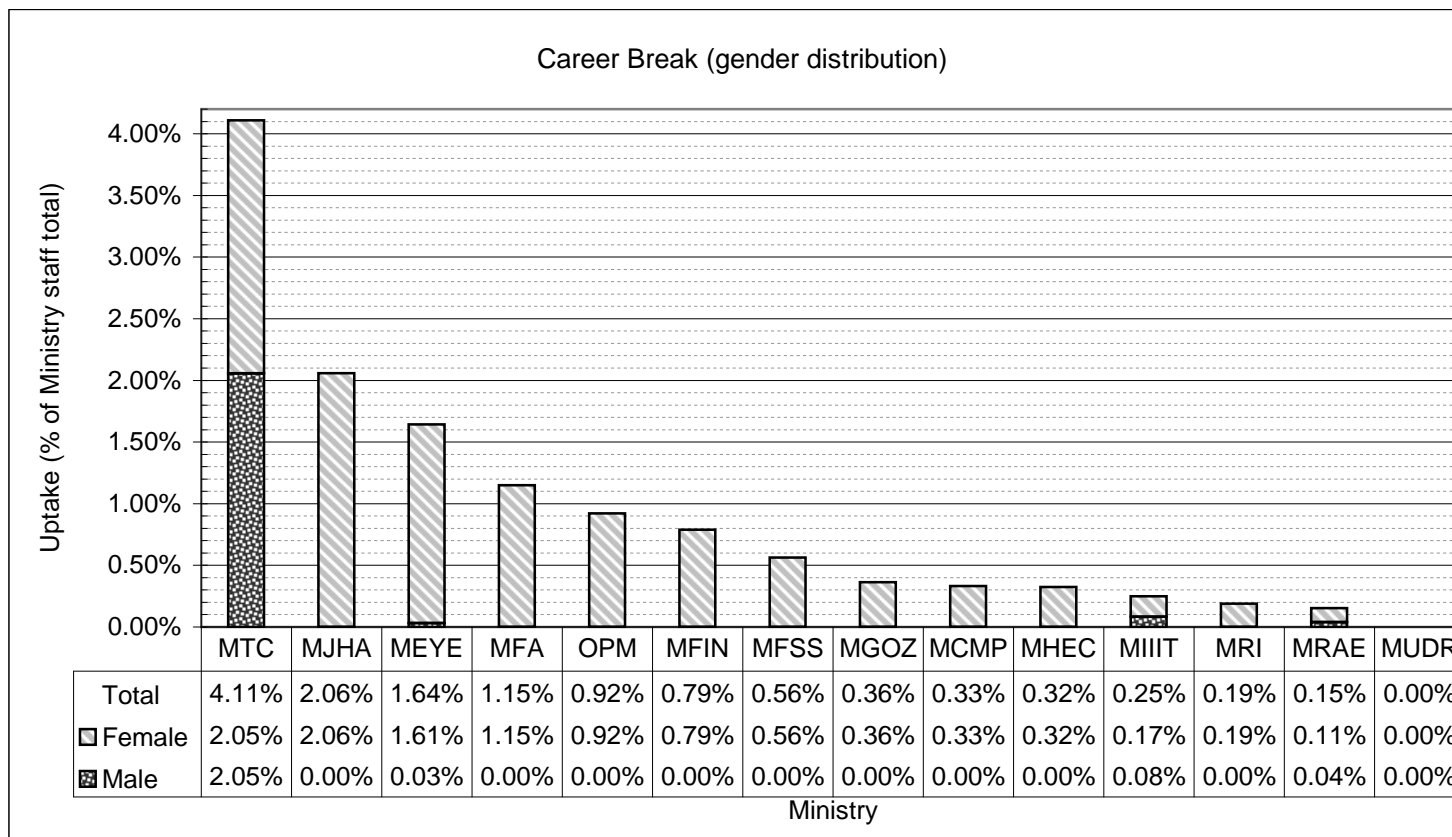
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Appendix V



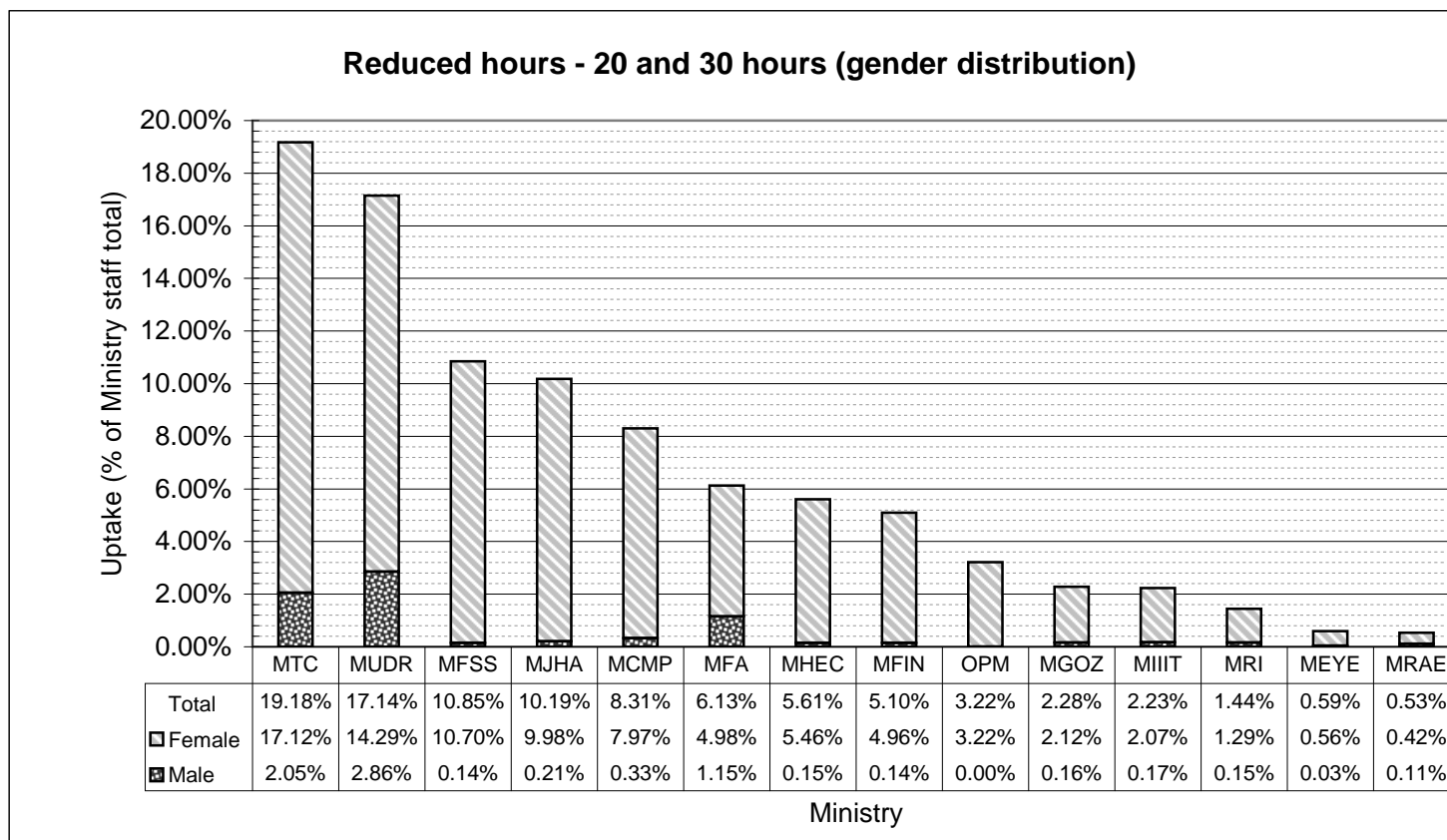
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Appendix VI



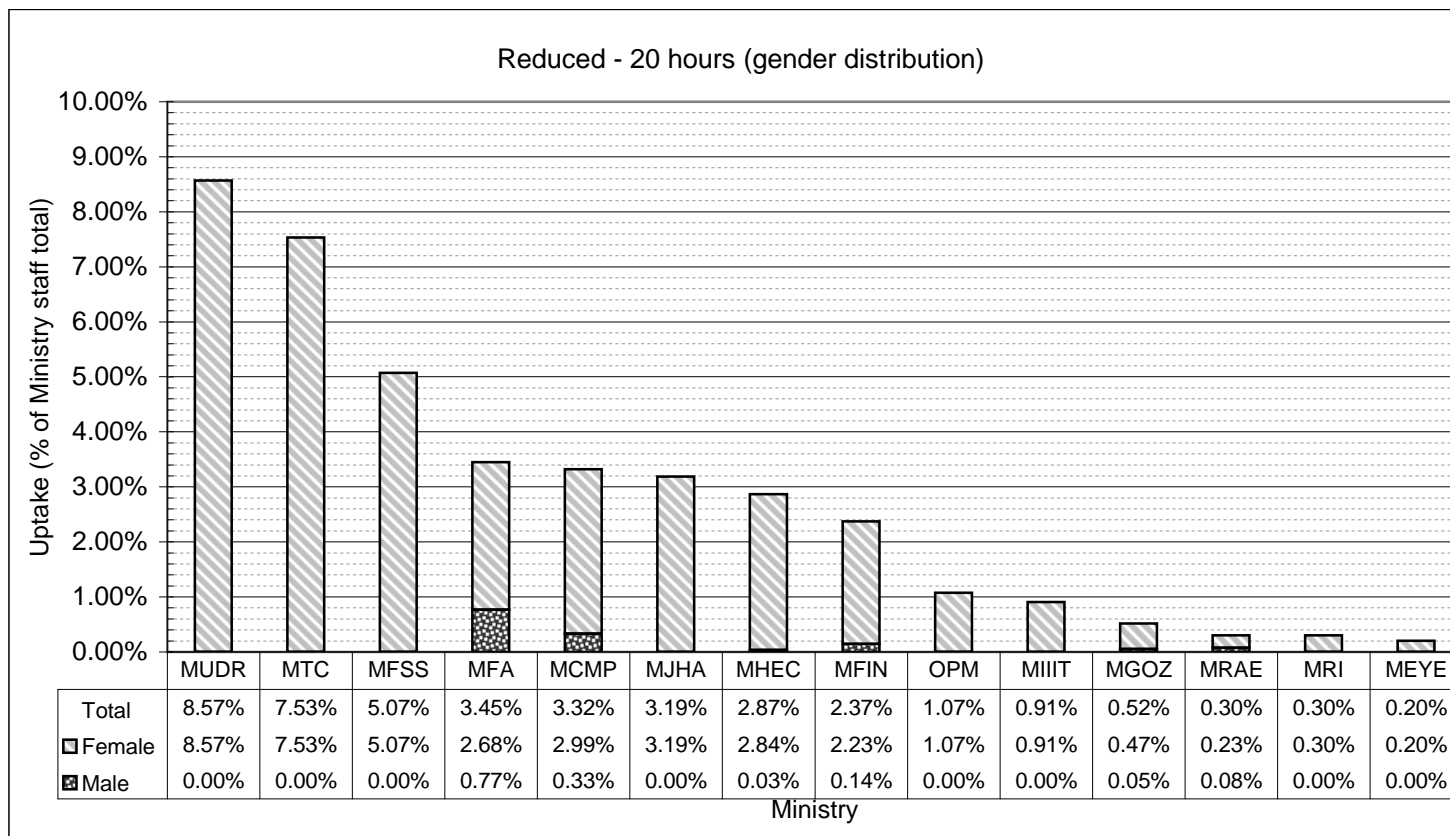
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Appendix VII



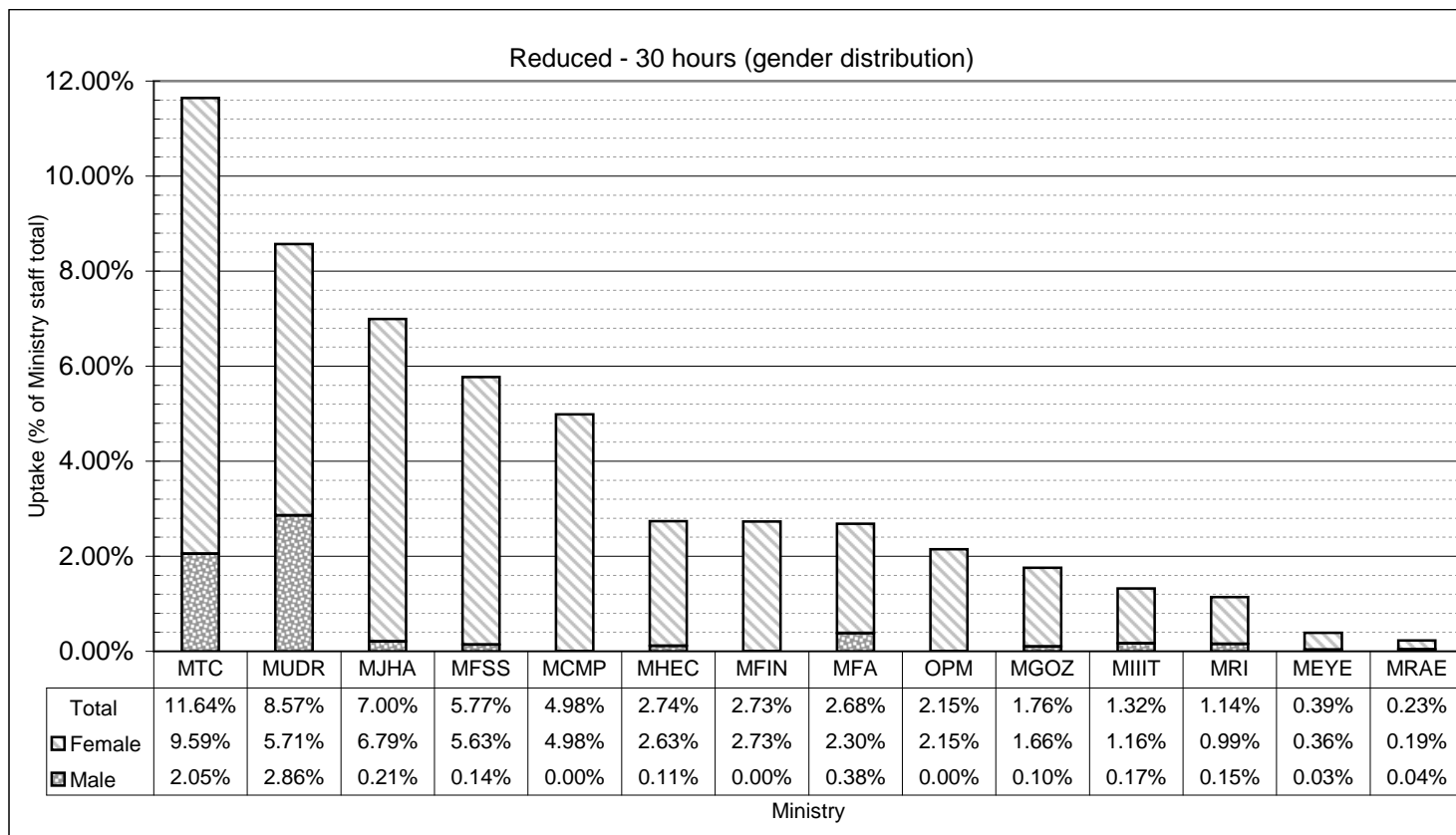
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Appendix VIII



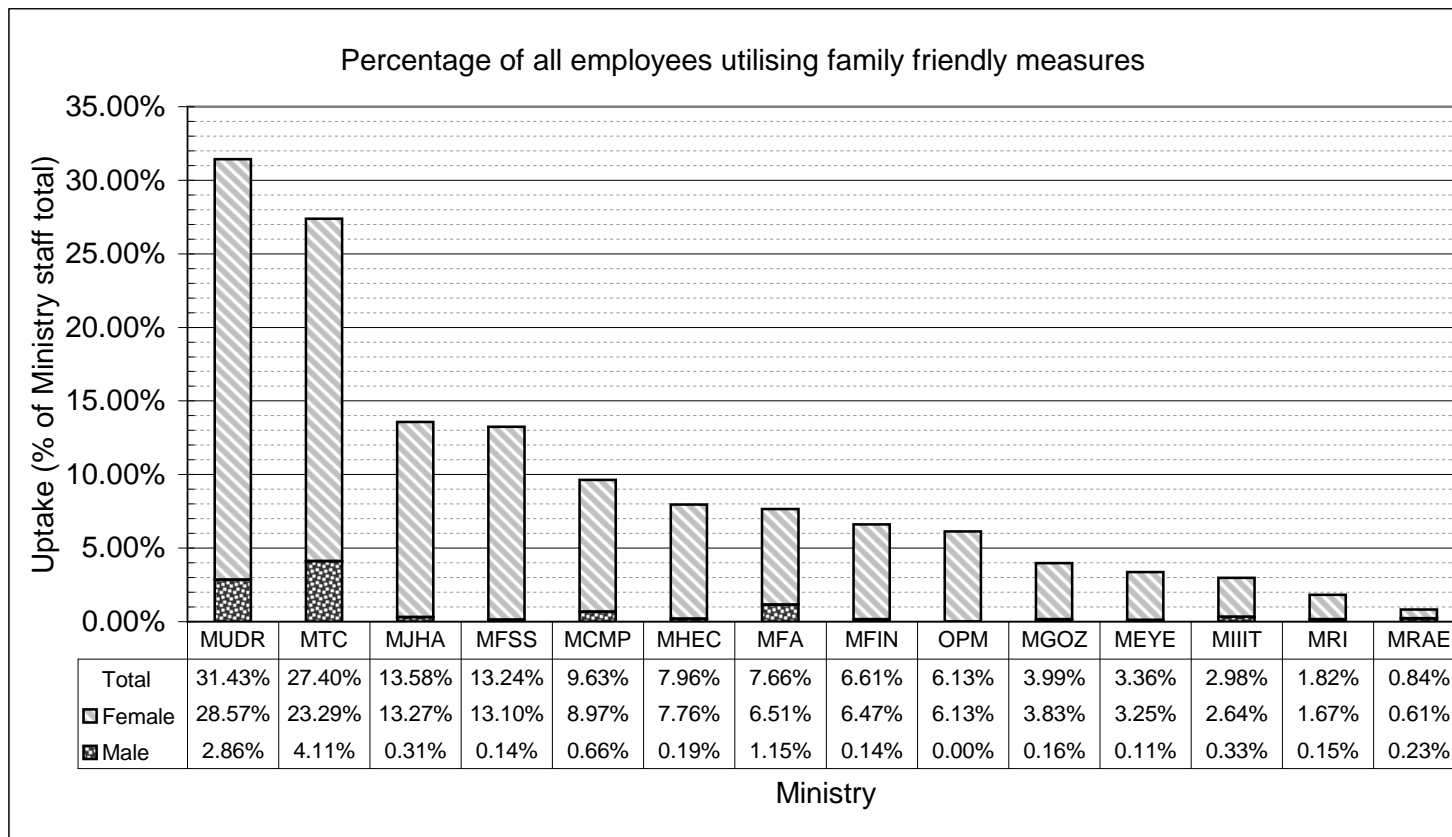
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Appendix IX



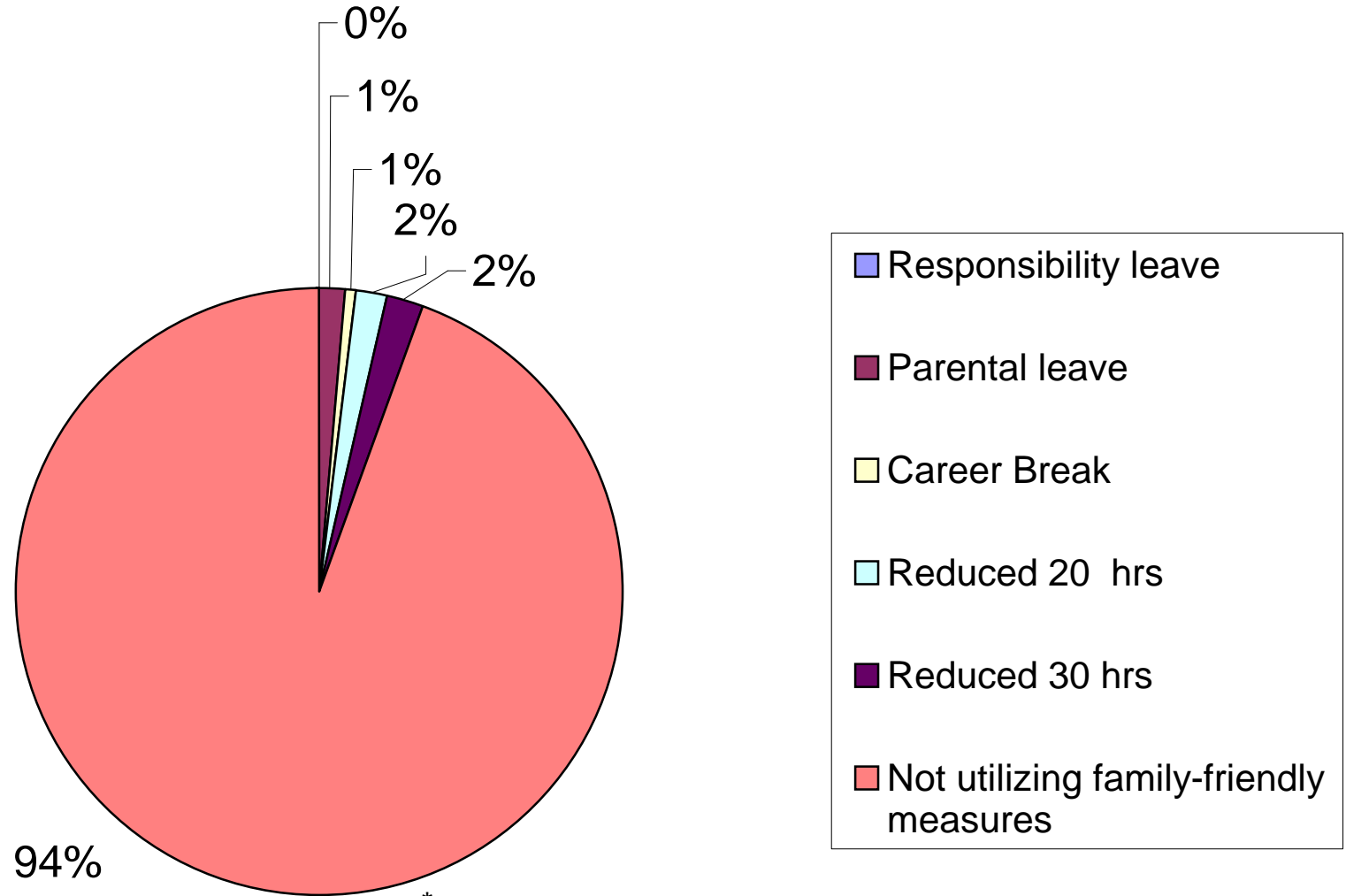
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Appendix X

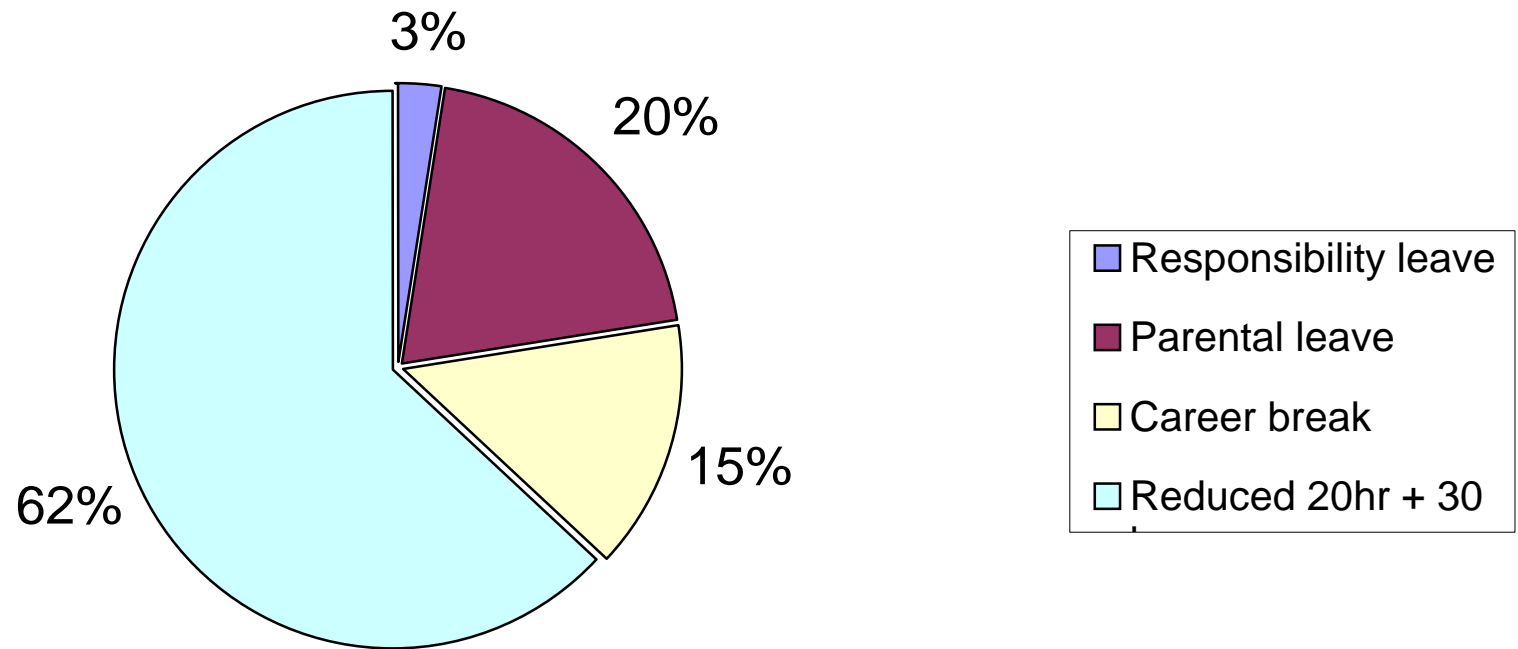


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Percentage utilization of Family-friendly Measures in the Public Service*



Percentage utilization of Family-friendly measures in the Public Service.*



*Expressed as a percentage of Public Officers who have availed of these measures.