

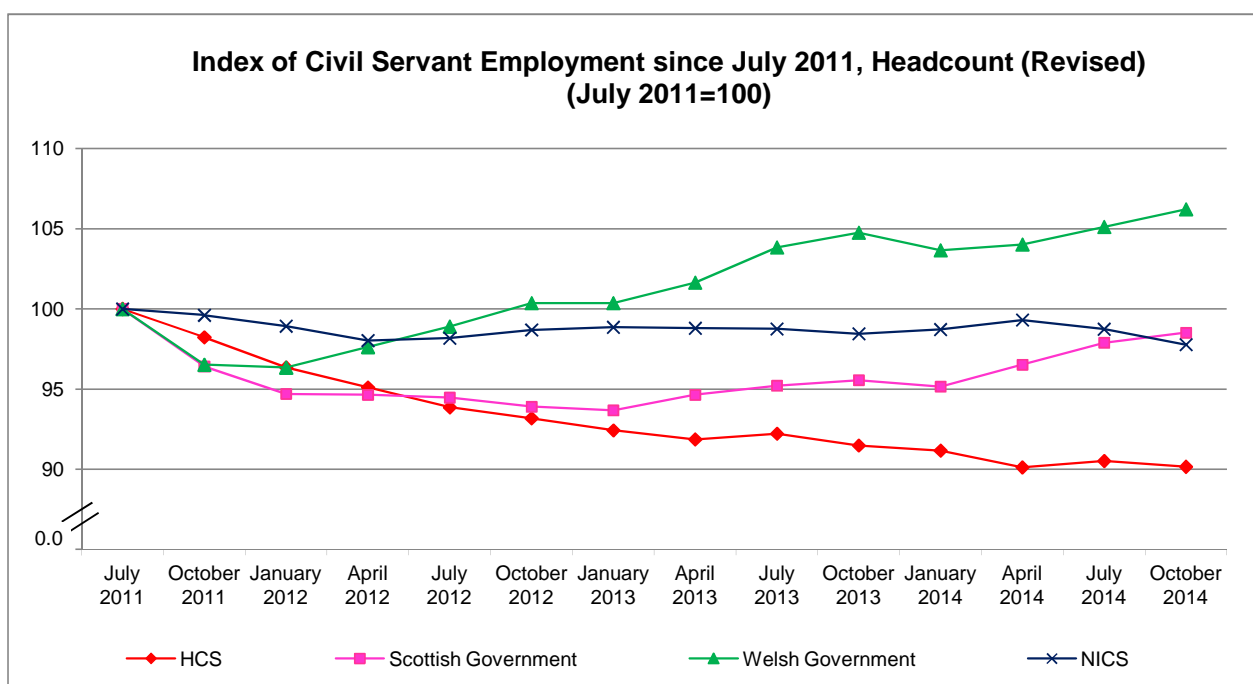
**STATISTICAL BULLETIN:**  
**EMPLOYMENT IN THE NORTHERN**  
**IRELAND CIVIL SERVICE**  
**1st October, 2014**



This bulletin provides details on staff numbers in the Northern Ireland Civil Service (NICS) at 1st October 2014, comparisons with the previous quarter and the wider public sector, as well as a comparison with the previous year. This bulletin is provided as a resource to users requiring data on NICS staff numbers and is published on a quarterly basis.

**Key Points**

- The headcount number of staff in the NICS at 1st October 2014 was 27,667, of whom 27,473 were permanent staff and 194 were temporary/casual staff. The number of full-time equivalent staff in the NICS was 26,022.
- The headcount number of staff in the NICS represents a decrease of 275 (-1.0%) from the position at 1st July 2014. Full-time equivalent numbers decreased by 205 (-0.8%) over the same period.
- In the Northern Ireland Public Sector there was a decrease in the number of staff of 1.2% from the previous quarter, this was similar to the decrease in the NICS (1.0%). In contrast, the Home Civil Service in Great Britain and Scottish Civil Service remained relatively stable, whereas the Welsh Civil Service increased by 1.0%.
- Over the twelve months to October 2014 the NICS experienced a decrease in staff numbers of 192 staff (-0.7%). This compares with a decrease of 1.4% (-6,470) in the Home Civil Service and 1.5% (-3,120) in the NI Public Sector. Conversely the Scottish and Welsh Civil Services saw an increase in staff numbers of 3.1% and 1.4% respectively.



**Notes:**

1 To facilitate comparisons on a quarterly basis, historical NICS figures for the graph have been revised.



**Table 1 (a)**  
**All Employees, Headcount**

Department	1st July 2014			1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,872	1,205	3,077	1,868	1,193	3,061	-16	-0.5%	9	0.3%
DCAL	168	132	300	165	128	293	-7	-2.3%	0	0.0%
DE	235	415	650	238	418	656	6	0.9%	24	3.8%
DETI	216	256	472	212	259	471	-1	-0.2%	4	0.9%
DFP	1,863	1,669	3,532	1,871	1,685	3,556	24	0.7%	151	4.4%
DEL	726	1,506	2,232	726	1,506	2,232	0	0.0%	69	3.2%
DHSSPS	268	311	579	216	284	500	-79	-13.6%	-99	-16.5%
DOE	1,452	1,301	2,753	1,417	1,275	2,692	-61	-2.2%	-32	-1.2%
DRD	1,689	553	2,242	1,685	556	2,241	-1	0.0%	-16	-0.7%
DSD	3,059	4,245	7,304	2,982	4,198	7,180	-124	-1.7%	-216	-2.9%
OFMDFM	146	214	360	153	216	369	9	2.5%	9	2.5%
DOJ	1,832	1,887	3,719	1,813	1,879	3,692	-27	-0.7%	-102	-2.7%
PPS	197	349	546	193	355	548	2	0.4%	-8	-1.4%
Total of 13 Depts	13,723	14,043	27,766	13,539	13,952	27,491	-275	-1.0%	-207	-0.7%
Other <sup>2</sup>	75	101	176	75	101	176	0	0.0%	15	9.3%
Total	13,798	14,144	27,942	13,614	14,053	27,667	-275	-1.0%	-192	-0.7%

<sup>1</sup>As at 1st October 2013.

<sup>2</sup>Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Table 1 (b)**  
**Permanent Employees, Headcount**

Department	1st July 2014			1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,866	1,200	3,066	1,864	1,186	3,050	-16	-0.5%	10	0.3%
DCAL	168	132	300	165	128	293	-7	-2.3%	0	0.0%
DE	233	414	647	237	417	654	7	1.1%	26	4.1%
DETI	214	254	468	211	259	470	2	0.4%	8	1.7%
DFP	1,821	1,654	3,475	1,853	1,673	3,526	51	1.5%	175	5.2%
DEL	718	1,501	2,219	720	1,502	2,222	3	0.1%	66	3.1%
DHSSPS	268	310	578	216	284	500	-78	-13.5%	-98	-16.4%
DOE	1,448	1,297	2,745	1,416	1,273	2,689	-56	-2.0%	-11	-0.4%
DRD	1,680	553	2,233	1,678	556	2,234	1	0.0%	-8	-0.4%
DSD	2,938	4,185	7,123	2,904	4,155	7,059	-64	-0.9%	-170	-2.4%
OFMDFM	145	214	359	153	216	369	10	2.8%	10	2.8%
DOJ	1,825	1,882	3,707	1,808	1,876	3,684	-23	-0.6%	-98	-2.6%
PPS	195	349	544	193	355	548	4	0.7%	0	0.0%
Total of 13 Depts	13,519	13,945	27,464	13,418	13,880	27,298	-166	-0.6%	-90	-0.3%
Other <sup>2</sup>	75	100	175	75	100	175	0	0.0%	14	8.7%
Total	13,594	14,045	27,639	13,493	13,980	27,473	-166	-0.6%	-76	-0.3%

<sup>1</sup>As at 1st October 2013.

<sup>2</sup>Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Table 1 (c)**  
**Temporary/Casual Employees, Headcount**

Department	1st July 2014			1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	6	5	11	4	7	11	0	0.0%	-1	-8.3%
DCAL	0	0	0	0	0	0	0	0.0%	0	0.0%
DE	2	1	3	1	1	2	-1	-33.3%	-2	-50.0%
DETI	2	2	4	1	0	1	-3	-75.0%	-4	-80.0%
DFP	42	15	57	18	12	30	-27	-47.4%	-24	-44.4%
DEL	8	5	13	6	4	10	-3	-23.1%	3	42.9%
DHSSPS	0	1	1	0	0	0	-1	-100.0%	-1	-100.0%
DOE	4	4	8	1	2	3	-5	-62.5%	-21	-87.5%
DRD	9	0	9	7	0	7	-2	-22.2%	-8	-53.3%
DSD	121	60	181	78	43	121	-60	-33.1%	-46	-27.5%
OFMDFM	1	0	1	0	0	0	-1	-100.0%	-1	-100.0%
DOJ	7	5	12	5	3	8	-4	-33.3%	-4	-33.3%
PPS	2	0	2	0	0	0	-2	-100.0%	-8	-100.0%
Total of 13 Depts	204	98	302	121	72	193	-109	-36.1%	-117	-37.7%
Other <sup>2</sup>	0	1	1	0	1	1	0	0.0%	1	0.0%
Total	204	99	303	121	73	194	-109	-36.0%	-116	-37.4%

<sup>1</sup> As at 1st October 2013.

<sup>2</sup> Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Notes:**

Data sourced from HRConnect and additional DOJ databases.

In the table, abbreviations are used. The names of Departments and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.

**Table 2 (a)**  
**All Employees, Full Time Equivalent (FTE)**

Department	1st July 2014			1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,824	1,073	2,897	1,818	1,063	2,881	-16	-0.6%	3	0.1%
DCAL	165	116	281	162	113	275	-6	-2.1%	-1	-0.4%
DE	230	378	608	232	382	614	6	1.0%	22	3.7%
DETI	211	234	445	206	236	442	-3	-0.7%	3	0.7%
DFP	1,814	1,511	3,325	1,820	1,525	3,345	20	0.6%	138	4.3%
DEL	704	1,337	2,041	703	1,335	2,038	-3	-0.1%	57	2.9%
DHSSPS	256	285	541	208	259	467	-74	-13.7%	-94	-16.8%
DOE	1,426	1,183	2,609	1,391	1,159	2,550	-59	-2.3%	-37	-1.4%
DRD	1,660	492	2,152	1,654	493	2,147	-5	-0.2%	-20	-0.9%
DSD	2,998	3,751	6,749	2,918	3,703	6,621	-128	-1.9%	-243	-3.5%
OFMDFM	144	200	344	151	201	352	8	2.3%	6	1.7%
DOJ	1,805	1,748	3,553	1,850	1,757	3,607	54	1.5%	-34	-0.9%
PPS	194	322	516	190	327	517	1	0.2%	-12	-2.3%
Total of 13 Depts	13,431	12,630	26,061	13,303	12,553	25,856	-205	-0.8%	-212	-0.8%
Other <sup>2</sup>	73	93	166	73	93	166	0	0.0%	13	8.5%
Total	13,504	12,723	26,227	13,376	12,646	26,022	-205	-0.8%	-199	-0.8%

<sup>1</sup> As at 1st October 2013.

<sup>2</sup> Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Table 2 (b)**  
**Permanent Employees, Full Time Equivalent (FTE)**

Department	1st July 2014			1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,818	1,068	2,886	1,814	1,056	2,870	-16	-0.6%	4	0.1%
DCAL	165	116	281	162	113	275	-6	-2.1%	-1	-0.4%
DE	228	377	605	231	381	612	7	1.2%	24	4.1%
DETI	209	232	441	205	236	441	0	0.0%	7	1.6%
DFP	1,772	1,496	3,268	1,802	1,513	3,315	47	1.4%	162	5.1%
DEL	696	1,332	2,028	697	1,331	2,028	0	0.0%	54	2.7%
DHSSPS	256	284	540	208	259	467	-73	-13.5%	-93	-16.6%
DOE	1,422	1,179	2,601	1,390	1,157	2,547	-54	-2.1%	-18	-0.7%
DRD	1,651	492	2,143	1,647	493	2,140	-3	-0.1%	-12	-0.6%
DSD	2,877	3,692	6,569	2,841	3,660	6,501	-68	-1.0%	-196	-2.9%
OFMDFM	143	200	343	151	201	352	9	2.6%	7	2.0%
DOJ	1,799	1,745	3,544	1,845	1,756	3,601	57	1.6%	-30	-0.8%
PPS	192	322	514	190	327	517	3	0.6%	-4	-0.8%
Total of 13 Depts	13,228	12,535	25,763	13,183	12,483	25,666	-97	-0.4%	-96	-0.4%
Other <sup>2</sup>	73	92	165	73	92	165	0	0.0%	12	7.8%
Total	13,301	12,627	25,928	13,256	12,575	25,831	-97	-0.4%	-84	-0.3%

<sup>1</sup> As at 1st October 2013.

<sup>2</sup> Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Table 2 (c)**  
**Temporary/Casual Employees, Full Time Equivalent (FTE)**

Department	1st July 2014			1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	6	5	11	4	7	11	0	0.0%	-1	-8.3%
DCAL	0	0	0	0	0	0	0	0.0%	0	0.0%
DE	2	1	3	1	1	2	-1	-33.3%	-2	-50.0%
DETI	2	2	4	1	0	1	-3	-75.0%	-4	-80.0%
DFP	42	15	57	18	12	30	-27	-47.4%	-24	-44.4%
DEL	8	5	13	6	4	10	-3	-23.1%	3	42.9%
DHSSPS	0	1	1	0	0	0	-1	-100.0%	-1	-100.0%
DOE	4	4	8	1	2	3	-5	-62.5%	-18	-85.7%
DRD	9	0	9	7	0	7	-2	-22.2%	-8	-53.3%
DSD	121	60	181	78	43	121	-60	-33.1%	-46	-27.5%
OFMDFM	1	0	1	0	0	0	-1	-100.0%	-1	-100.0%
DOJ	6	3	9	4	1	5	-4	-44.4%	-5	-50.0%
PPS	2	0	2	0	0	0	-2	-100.0%	-8	-100.0%
Total of 13 Depts	203	96	299	120	70	190	-109	-36.5%	-115	-37.7%
Other <sup>2</sup>	0	1	1	0	1	1	0	0.0%	1	0.0%
Total	203	97	300	120	71	191	-109	-36.3%	-114	-37.4%

<sup>1</sup> As at 1st October 2013.

<sup>2</sup> Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Notes:**

Data sourced from HRConnect and additional DOJ databases.

In the table, abbreviations are used. The names of Departments and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.

Please note that data in Tables 2(a) 2(b) and 2(c) are displayed as whole numbers and as such, the user should note that the totals may not match due to rounding of figures.

**Table 3 (a)**  
**Permanent Employees, Headcount, 1st October 2014**

Department	Analogous Grade Levels									Total
	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	
DARD	21	272	274	555	870	421	220	417	0	3,050
DCAL	6	20	41	60	70	55	20	21	0	293
DE	20	105	103	87	163	132	44	0	0	654
DETI	10	38	83	90	148	80	21	0	0	470
DFP	41	325	539	604	912	902	191	12	0	3,526
DEL	11	59	148	213	1,048	676	67	0	0	2,222
DHSSPS	20	65	118	109	101	50	37	0	0	500
DOE	17	141	357	509	626	841	137	61	0	2,689
DRD	11	80	213	295	570	462	104	499	0	2,234
DSD	18	116	258	499	2,446	3,220	502	0	0	7,059
OFMDFM	23	51	81	72	76	55	11	0	0	369
DOJ	24	125	247	365	628	754	115	24	1,402	3,684
PPS	10	74	112	28	115	130	79	0	0	548
<b>Total of 13 Depts</b>	<b>232</b>	<b>1,471</b>	<b>2,574</b>	<b>3,486</b>	<b>7,773</b>	<b>7,778</b>	<b>1,548</b>	<b>1,034</b>	<b>1,402</b>	<b>27,298</b>
Other <sup>1</sup>	5	28	44	23	40	22	12	1	0	175
<b>Total</b>	<b>237</b>	<b>1,499</b>	<b>2,618</b>	<b>3,509</b>	<b>7,813</b>	<b>7,800</b>	<b>1,560</b>	<b>1,035</b>	<b>1,402</b>	<b>27,473</b>

<sup>1</sup> Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Table 3 (b)**  
**Permanent Employees, Headcount, 1st July 2014**

Department	Analogous Grade Levels									Total
	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	
DARD	20	271	276	553	878	421	225	422	0	3,066
DCAL	6	23	43	63	68	55	20	22	0	300
DE	18	105	99	93	159	132	41	0	0	647
DETI	8	38	83	90	145	82	22	0	0	468
DFP	39	306	523	605	911	892	187	12	0	3,475
DEL	11	60	141	214	1,050	676	67	0	0	2,219
DHSSPS	21	96	130	117	118	54	42	0	0	578
DOE	14	144	360	500	649	888	133	57	0	2,745
DRD	11	79	209	288	585	456	107	498	0	2,233
DSD	17	124	262	492	2,471	3,252	505	0	0	7,123
OFMDFM	22	46	81	70	75	54	11	0	0	359
DOJ	26	128	245	361	631	755	116	25	1,420	3,707
PPS	11	73	113	29	120	122	76	0	0	544
<b>Total of 13 Depts</b>	<b>224</b>	<b>1,493</b>	<b>2,565</b>	<b>3,475</b>	<b>7,860</b>	<b>7,839</b>	<b>1,552</b>	<b>1,036</b>	<b>1,420</b>	<b>27,464</b>
Other <sup>1</sup>	5	28	46	22	41	20	12	1	0	175
<b>Total</b>	<b>229</b>	<b>1,521</b>	<b>2,611</b>	<b>3,497</b>	<b>7,901</b>	<b>7,859</b>	<b>1,564</b>	<b>1,037</b>	<b>1,420</b>	<b>27,639</b>

<sup>1</sup> Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

**Notes:**

Data sourced from HRConnect and additional DOJ databases.

In the table, abbreviations are used. The names of Departments and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.

**Table 4**  
**Comparison with Great Britain, Headcount**

Organisation	1st July 2014 (Revised)	1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Total	Male	Female	Total	Value	%	Value	%
NICS	27,942	13,614	14,053	27,667	-275	-1.0%	-192	-0.7%
Home Civil Service, GB	442,080	204,580	235,760	440,340	-1,740	-0.4%	-6,470	-1.4%
Scottish Government	17,180	9,100	8,190	17,290	110	0.6%	520	3.1%
Welsh Government	5,750	2,410	3,390	5,810	60	1.0%	80	1.4%

**Table 5**  
**Comparison with Northern Ireland Public Sector, Headcount**

	1st July 2014 (Revised)	1st October 2014			Change on last Quarter		Change on last Year <sup>1</sup>	
	Total	Male	Female	Total	Value	%	Value	%
NICS	27,942	13,614	14,053	27,667	-275	-1.0%	-192	-0.7%
NI Public Sector	212,540	69,220	140,840	210,060	-2,480	-1.2%	-3,120	-1.5%

<sup>1</sup> As at 1st October 2013.

**Notes:**

Data for NICS sourced from HRConnect and additional DOJ databases.

Home Civil Service, Scottish Government and Welsh Government totals may not sum due to rounding.

Home Civil Service, Scottish Government, Welsh Government and NI Public Sector figures relate to June 2014 and September 2014.

Data for Home Civil Service, GB, sourced from Statistical Bulletin 'Public Sector Employment', published by the Office for National Statistics.

Data for Northern Ireland Public Sector sourced from the NISRA 'Quarterly Employment Survey'. Further information about this survey is available at: <http://www.detini.gov.uk/deti-stats-index/stats-surveys/stats-qes.htm>

The Northern Ireland Public Sector comprises central government (including bodies under the aegis of central government), local government and public corporations. The latest estimates from the NI Quarterly Employment Survey showed an annual decrease in NI public sector jobs between October 2013 and October 2014 of 3,120 jobs (-1.5%). This decrease can be largely explained by the reclassification of Royal Mail plc and Lloyd's Banking Group from Public to Private sector.

The Quarterly Employment Survey rounds figures to the nearest decile. Latest Northern Ireland Public Sector figures are always provisional.

Please note these figures are not seasonally adjusted.



**Table 6**  
**Permanent, Headcount**

	1st July 2014		1st October 2014		Change on last Quarter				Change on last Year <sup>1</sup>			
	F/T	P/T	F/T	P/T	F/T	%	P/T	%	F/T	%	P/T	%
Male	12,677	917	12,553	940	-124	-1.0%	23	2.5%	-228	-1.8%	106	12.7%
Female	9,353	4,692	9,257	4,723	-96	-1.0%	31	0.7%	-136	-1.4%	182	4.0%
Total	22,030	5,609	21,810	5,663	-220	-1.0%	54	1.0%	-364	-1.6%	288	5.4%

<sup>1</sup> As at 1st October 2013.

**Notes:**

Data sourced from HRConnect and additional DOJ databases.

In the table, abbreviations are used. F/T relates to full-time staff and P/T relates to part-time staff.

Excludes staff on a Career Break.

**Table 7**

**Yearly Comparison\* of NICS Employees, Headcount**

Year <sup>1</sup>	Male	Female	Total
2000	14,784	13,507	28,291
2001	14,830	13,988	28,818
2002	15,211	14,688	29,899
2003	15,582	15,287	30,869
2004	15,951	15,745	31,696
2005	15,921	15,799	31,720
2006	15,762	15,662	31,424
2007	15,178	15,091	30,269
2008	13,389	14,485	27,874
2009	13,303	13,828	27,131
2010	13,265	13,669	26,934
2011	13,083	13,934	27,017
2012	14,050	13,944	27,994
2013	13,965	14,011	27,976
2014	13,832	14,104	27,936

<sup>1</sup> Figures as at 1st January.

\* Over the period 2000-2014 several parts of the NICS changed their status and ceased to be part of the civil service; in addition, NICS staff on secondment to the Police Service of Northern Ireland (PSNI) ceased to be civil servants and became PSNI employees. Increases in the latter years are due to the devolution of Policing and Justice and the subsequent inclusion of Prison Grade Staff. The table to the right lists the years in which the main changes occurred, and the approximate increase/decrease in NICS staff as a result.

**Discontinuity\***

**Years 2002-04**

Industrial Development Board (creation of Invest NI)

Size of Reduction: 400

**Year 2006**

Department of Agriculture and Rural Development Science Service (became part of Agri-Food & Biosciences Institute)

Size of Reduction: 700

**Year 2007**

Water Service (became NI Water)

Size of Reduction: 1,700

**Year 2008**

Civilian staff seconded to PSNI (became PSNI staff)

Size of Reduction: 1,200

**Year 2010**

NI Court Service & Youth Justice Agency (Devolution of Policing and Justice)

Size of Increase: 1000

**Year 2012**

Inclusion of Prison Grade staff

Size of Increase: 1,700

# Background Notes

## Concepts and Definitions

### *The Northern Ireland Civil Service (NICS)*

1. The NICS is the civil service of the devolved administration. It includes staff working in the 12 Northern Ireland ministerial departments and staff working in the Public Prosecution Service for Northern Ireland (which is a non-ministerial Government department). Civil servants in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints and the Historical Institutional Abuse Inquiry Team are also shown.

2. Since the devolution of policing and justice in 2010, the NICS includes staff who were formerly in the Northern Ireland Court Service, the Youth Justice Agency, and the Northern Ireland Prison Service.

### *Coverage of NICS Staff*

3. Figures relate to employees with an employment contract who are being paid by the Organisation. Employees can be permanent, on a fixed-term contract or employed on a casual basis. Self-employed, contract workers and agency workers are excluded. Staff on career breaks or on secondment outside the NICS are also excluded.

### *Permanent and Temporary/Casual staff*

4. Permanent employees are employees with a contract with no agreed expiry date or a fixed-term contract of more than 12 months. Temporary/casual employees are those with a fixed term contract of twelve months or less, or employed on a casual basis.

### *Headcount Figures*

5. Headcount figures count each employee as one member of staff, irrespective of whether they work full or part-time.

### *Full-time Equivalent (FTE) Figures*

6. FTE figures are calculated by expressing each part-time employee's hours as a proportion of a full time employee's hours. Thus, for example, someone working 18.5 hours per week counts as 0.5 staff, since a full-time employee is considered to work 37 hours per week.

## 7. Names and abbreviations of Departments

<b>Name</b>	<b>Abbreviation</b>
Office of the First Minister and Deputy First Minister	OFMDFM
Department of Agriculture and Rural Development	DARD
Department of Culture, Arts and Leisure	DCAL
Department of Enterprise, Trade and Investment	DETI
Department of Education	DE
Department of the Environment	DOE
Department of Finance and Personnel	DFP
Department for Employment and Learning	DEL
Department for Regional Development	DRD
Department for Social Development	DSD
Department of Health, Social Services and Public Safety	DHSSPS
Department of Justice	DOJ
Public Prosecution Service for Northern Ireland	PPS

## Analogous Grade Levels

Each grade in each occupational group has an associated grade level. (The titles of the grade levels are actual grades in the General Service; in other occupational groups the grade names would be different). The table below lists the grade levels in descending order.

<b>Grade Level</b>	<b>Abbreviation</b>
Grade 5 (Assistant Secretary) and higher	G5+
Grade 6 (Senior Principal) & Grade 7 (Principal)	G6/G7
Deputy Principal	DP
Staff Officer	SO
Executive Officer I & Executive Officer II	EOI/EOII
Administrative Officer	AO
Administrative Assistant	AA

## Information on Quality

### *Relevance to users*

8. The consultation with key stakeholders indicated that both the coverage and content are appropriate to the needs of users.

### *Accuracy*

9. Coverage of staff is 100%. The main computer system<sup>1</sup> from which the data are extracted is also used to pay staff.

### *Accessibility and Clarity*

10. The bulletin is available on the NISRA website. It contains a description of the staff covered, and definitions of the terms used. Stakeholder consultation on an illustrative draft of the report was generally very positive in respect of clarity and accessibility.

### *Assessment of User Needs and Perceptions*

11. When this publication was first being developed, we conducted a consultation with key stakeholders, including NICS Corporate HR, the Economic and Labour Market Statistics User Group, and the Statistics Advisory Committee. Responses to the illustrative draft in the consultation were generally favourable; specific suggestions have been taken on board where feasible.

### *Performance, Cost and Respondent Burden*

12. The annual operational cost (staff time) of producing each issue of the bulletin is approximately £1000. There is no respondent burden, since the data are held on an administrative system.

### *Confidentiality, Transparency and Security*

13. Data are held on a network that is only accessible to the few statisticians who need access.

<sup>1</sup> Run by HRConnect, the Human Resource Service for the NICS. There are separate systems covering the Northern Ireland Prison Service, and part of the Youth Justice Agency.

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## Further Information

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