

In Reply Please Quote Our File Number:

September 1, 2015

Mr. Kevin Lacey  
Suite 300  
1533 Barrington Street  
Halifax, NS B3J 2V8

Dear Mr. Lacey:

**Re: You are entitled to the information you requested – PSC-15-15 & PSC-15-16**

The Public Service Commission received your applications for access to information under the *Freedom of Information and Protection of Privacy Act* on July 16, 2015.

In your application, you requested a copy of the following records:

*"Average number of illness and family days a year taken by government workers by core government only. Broken down by government department. Produce for 2013-14 and 2014-15. Include average permanent workforce headcount and when/if government implemented employee tracking program by date."*

And

*"Average number of illness and family days used by Nova Scotia public servants for each year 2010-11 to 2014-15. Please break out each year individually, show overall average and broken down by type. Provide for core public servants only."*

Responsive records to that request were found and have been attached to this letter. We would like to note that the scope of your request has changed slightly from a similar request you had made previously, and as such, the historical numbers may not exactly match information you have received in the past. The Public Service Commission would be happy to provide further details about the variance if requested.

If you have any questions about this letter, your FOIPOP application, or your rights under the FOIPOP Act, please contact Rhia Perkins, Information Access and Privacy Administrator at [rhia.perkins@novascotia.ca](mailto:rhia.perkins@novascotia.ca) or by telephone at 902-424-3773.

Sincerely,



Laura Lee Langley  
Public Service Commissioner

c: Rhia Perkins

# FOIPOP Application PSC-15-15

## Request Details

Average number of illness and family days used by Nova Scotia public servants for each year 2010-11 to 2014-15. Please break out each year individually, show overall average and broken down by type. Provide for core public servants only

## Average Illness Days Taken Per Employee

Absence Type	Fiscal Year				
	2010-11	2011-12	2012-13	2013-14	2014-15
Family Illness	1.04	1.07	1.15	1.27	1.29
General Illness	4.46	4.28	3.95	4.10	4.05
Medical Appointment	1.40	1.38	1.28	1.33	1.36
Short Term Illness	7.31	7.62	7.52	7.01	7.19
<b>All types</b>	<b>14.21</b>	<b>14.35</b>	<b>13.90</b>	<b>13.71</b>	<b>13.90</b>

## Notes

1. The values are expressed as the average number of days calculated by dividing the total number of days claimed in the fiscal year by the average core (permanent) employee headcount over the fiscal year.
2. The average core (permanent) employee headcount is derived from the month end headcounts for each month in the year, summed and divided by 12.
3. Illness times are recorded in hours, the values in days have been derived by assuming a 7 hour working day and dividing total hours by 7.

## FOIPOP Application PSC-15-16

### Request Details

Average number of illness and family days a year taken by government workers by core government only. Broken down by government department. Provide for 2013-14 and 2014-15. Include average permanent workforce headcount. And when/if government implemented employee tracking program by date.

### Average Illness Days Taken Per Employee – 2013-14 & 2014-15

Department	2013-14	2014-15
	Days/Employee	Days/Employee
Agriculture	8.31	9.20
Chief Information Office	11.15	--
Communications Nova Scotia	7.51	8.29
Communities, Culture & Heritage	11.69	9.62
Community Services	16.14	17.09
Economic & Rural Dev & Tourism	9.45	11.23
Education	11.24	10.93
Energy	7.48	7.60
Environment	10.83	10.64
Finance and Treasury Board	11.94	7.27
Fisheries and Aquaculture	9.12	10.04
Health and Wellness	11.97	11.34
Internal Services	--	11.60
Justice	14.79	15.29
Labour and Advanced Education	12.59	12.46
Municipal Affairs	--	8.85
Natural Resources	9.95	9.92
Office of Service Nova Scotia	--	15.30
Other	10.42	10.52
Public Prosecution Service	10.73	9.03
Public Service Commission	11.54	12.77
Service N S & Munic. Relations	14.24	--
Transportation & Infra. Renewal	15.99	16.09
All government	13.71	13.90

The average permanent workforce employee headcount per fiscal is:

2013 – 2014: 10,110

2014 – 2015: 10,144

## Absence Tracking Programs

Absences are recorded in the SAP Software system which was implemented on April 1<sup>st</sup>, 2005. On April 1<sup>st</sup> 2015 government retained Morneau Shepell to provide an external service to assist in the management of short term illness.

### Notes

1. The values are expressed as the average number of days calculated by dividing the number of days claimed in the fiscal year at department and government level by:
  - a. the average departmental headcount during the fiscal year;
  - b. the average core (permanent) employee headcount during the fiscal year.
2. The average employee headcount is derived from the month end headcounts for each month in the year, summed and divided by 12.
3. Illness times are recorded in hours, the values in days have been derived by assuming a 7 hour working day and dividing total hours by 7.
4. Departments with a headcount less than 50 have been merged and are identified as 'Other'.