

2015

FAMILY-FRIENDLY MEASURES REPORT

Public Administration HR Office

TABLE OF CONTENTS

1	Introduction	1
2	Public Service Data Analysis	2
2.1	Utilisation of Family-Friendly Measures	2
2.2	Family-Friendly Measures Utilisation by Gender	3
2.3	Family-Friendly Measures Utilisation by Categories	4
3	Public Sector Data Analysis	6
3.1	Utilisation of Family-Friendly Measures	6
3.2	Family-Friendly Measures Utilisation by Gender	7
3.3	Family-Friendly Measures Utilisation by Categories	8
4	Summary of Results and Conclusion	10

APPENDICES

Appendix 1 - Beneficiaries of Family-Friendly Measures in the Public Service in 2014 -
by Gender and Employment Category

Appendix 2 - Beneficiaries of Family-Friendly Measures in the Public Sector in 2014 -
by Gender and Employment Category

1 Introduction

This report gives a quantitative analysis of family-friendly measures utilised by employees across the Public Administration. Utilisation of these measures are analysed by gender and salary scale/category of beneficiaries and is compared with the uptake of family-friendly measures in 2014.

This study is based on the utilisation of family-friendly measures by public employees during the period 1st January to the 31st December 2015. Data was collected by the Public Administration HR Office, through respective Directors for Corporate Services (DCS) within the line ministries.

Data is carefully studied in order to evaluate preferred trends in the utilisation of family-friendly measures by public employees to achieve attainment of work-life balance.

Appendices 1 and 2 illustrate statistics regarding the utilisation of family-friendly measures in the Public Service and in the Public Sector.

2 Public Service Data Analysis

2.1 Utilisation of Family-Friendly Measures

Table 1 below shows that, in 2015, the total figure of family-friendly measures beneficiaries stood at 4471. This means that the total number of employees benefiting from family-friendly measures has decreased slightly by 0.82% between 2014 and 2015. Additionally, an increase of 15.08% of new mothers opted to benefit from the additional four weeks Maternity Leave.

Table 1: Utilisation of Family-Friendly Measures in 2013 and 2014

Family-Friendly Measures	Utilisation Totals 2014	Utilisation Totals 2015	% Variance of individual FFMs against utilisation in 2014
Maternity Leave	600	647	7.83%
Adoption Leave	4	8	100%
Responsibility Leave	33	39	18.18%
Parental Leave	486	476	-2.06
Career Break	260	253	-2.69
Leave to accompany spouse on government assignments abroad	4	9	125%
Reduced hours	1316	1403	6.61%
Teleworking	872	1035	18.69%
Flexible Work Schedules	933	601	-35.58%
Grand Total	4508	4471	-0.82%

Maternity Leave (additional four weeks)	431	496	15.08%
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Reduced Hours, Flexible Work Schedules and Teleworking remain the most popular measures requested by Public Officers.

Teleworking registered an increase of 18.69% whereas there was a decrease of 35.58% in flexible working schedules between 2014 and 2015. On the other hand, in 2015, Reduced Hours registered an increase of 6.61% when compared to 2014.

Maternity Leave beneficiaries amounted to a total of 647 beneficiaries (an increase of 7.83%) out of which 496 availed themselves of the additional four weeks Maternity Leave. Parental Leave registered a decrease of 2.06%, while a decrease of 2.69% in Career Break was registered when compared to 2014.

2.2 Family-Friendly Measures Utilisation by Gender

Table 2 below illustrates a comparison between genders utilising family-friendly measures in 2015.

Table 2: Utilisation of Family-Friendly Measures by Gender

Family-Friendly Measures	Females	Males	Totals
Maternity Leave	647	-	647
Adoption Leave	6	2	8
Responsibility Leave	30	9	39
Parental Leave	468	8	476
Career Break	247	6	253
Leave to accompany spouse on government assignments abroad	7	2	9
Reduced hours	1331	72	1403
Teleworking	830	205	1035
Flexible Work Schedules	291	310	601
Grand Total	3857	614	4471

Table 2 shows that 86.27% of employees benefiting from family-friendly measures are female. Although the number of male beneficiaries has increased by 14.77% between 2014 and 2015, utilisation of family-friendly measures by the male gender is still very low when compared to female beneficiaries.

When looking at the aggregate increase in the utilisation of family-friendly measures during the 2014-2015 period, it is noted that the highest percentage increase by both genders is registered in the utilisation of Telework; male beneficiaries (102.97%) and female beneficiaries (7.65%).

Female beneficiaries registered an increase of 7.86% in the utilisation of Reduced Hours whereas male beneficiaries registered a decrease of 12.20% in the utilisation of

this measure. Whilst male employees prefer to work on Flexible Work Schedules (50.49%), followed by Teleworking (33.39%) and Reduced Hours (11.73%), female employees are more attracted to Reduced Hours (34.51%), followed by Teleworking (21.52%), Parental leave (12.13%) and Flexible Work Schedules (7.54%).

A decrease in female beneficiaries (-1.06%) and male beneficiaries (-38.46%) has also been registered in Parental Leave. Career Break recorded a decrease in utilisation by both genders when compared to 2015 female employees (-2.37%) and male employees (-14.29%).

2.3 Family-Friendly Measures Utilisation by Categories

Table 3 below illustrates utilisation of family-friendly measures by different Salary Scale categories.

Table 3: Utilisation of Family-Friendly Measures by different Scale Categories

Family-Friendly Measure	Scale 1 - 5	Scale 6-10	Scale 11-15	Scale 16-20	Definite Contracts	Totals
Maternity Leave	28	379	203	17	20	647
Adoption Leave	0	6	1	1	0	8
Responsibility Leave	0	18	21	0	0	39
Parental Leave	11	292	151	14	8	476
Career Break	2	161	83	7	0	253
Leave to accompany spouse on government assignments abroad	2	7	0	0	0	9
Reduced hours	59	622	474	227	21	1403
Teleworking	48	439	450	57	41	1035
Flexible Work Schedules	44	249	173	77	58	601
Grand Total	194	2173	1556	400	148	4471

Maternity Leave (additional four weeks)	28	288	154	15	15	496
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Salary Scale 6-10 category registered the highest percentage (48.60%) of total beneficiaries, followed by Salary Scale 11-15 category (34.80%) and Salary Scale 16-20 category (8.95%).

When compared to 2014, almost all categories registered an increase in the utilisation of family friendly measures except the Salary Scale 11-15 and Salary Scale 16-20 categories which registered a decrease of 3.11 and 43.74% respectively. The Definite Contracts category (32.14%) Salary Scale 1-5 category registered the most substantial increase (23.57%), followed by Salary Scale 6-10 category (13.06%).

Reduced Hours is the most utilised family-friendly measure, registering 31.38% of total family-friendly measures utilisation. In fact, all salary scales registered an increase in its utilisation, except for beneficiaries in the Salary Scale 16-20 category which amount was reduced by 13.36% and the Definite Contracts category which remained unchanged from 2014. A decrease in the Salary Scale 16-20 category was also registered in Maternity Leave (73.44%), Responsibility Leave (100%), Parental Leave (56.25%), Career Break (-58.82%), Reduced Hours (-13.36%), Telework (-33.72%) and Flexible Work Schedules (-68.05%).

When compared to 2014, Teleworking registered an increase of 18.69%, with increases in all categories, except in Salary Scale 16-20 category, which registered a decrease (33.72%) in its utilisation. The highest percentage increase in the utilisation of Telework was recorded in employees on Definite Contracts (141.18%) followed by employees in the Salary Scale 6-10 category (50.34%).

Maternity Leave registered an increase of 7.83% however, there was a decrease of -73.44% in the Salary Scale 16-20 category. Employees in Salary Scale 1-5 recorded the highest increase (115.38%), followed by employees on Definite Contracts (33.33%), Salary Scales 11-15 (18.02%), and Salary Scales 6-10 (12.79%).

The additional four weeks Maternity Leave also registered an increase in the Salary Scale 1-5 category (154.54%), Salary Scale 6-10 (20%), Scale 11-15 (32.75%) and employees on Definite Contracts (15.38%). Only the Salary Scale 16-20 category registered a decrease in the four additional weeks Maternity Leave when compared to 2014 (70.59%).

3 Public Sector Data Analysis

3.1 Utilisation of Family-Friendly Measures

Table 3 below compares in the utilisation of family-friendly measures in the Public Sector between 2014 and 2015.

Table 3: Utilisation of Family-Friendly Measures in 2014 and 2015

Family-Friendly Measures	Utilisation Totals 2014	Utilisation Totals 2015	% Variance of individual FFMs against utilisation in 2014
Maternity Leave	256	207	-19.14%
Adoption Leave	1	2	100%
Responsibility Leave	2	4	100%
Parental Leave	134	141	5.22%
Career Break	91	90	-1.10%
Leave to accompany spouse on government assignments abroad	9	6	-33.33%
Reduced hours	672	648	-3.57%
Teleworking	390	538	37.95%
Flexible Work Schedules	849	1154	35.92%
Grand Total	2404	2790	16.06%

Maternity Leave (additional four weeks)	222	177	-20.27%
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An overall increase (16.05%) in the utilization of family-friendly measures was registered when compared to 2014.

Flexible Work Schedules recorded the highest number of beneficiaries (1154), followed by Reduced Hours (648) and Teleworking (538), showing that these three measures remain the most favourite amongst public sector employees.

The number of beneficiaries utilising Maternity Leave has decreased (19.14%) when compared to 2014. From a total of 207 mothers who have availed themselves of Maternity Leave, 85.51% chose to make use of the additional four weeks Maternity Leave. Parental leave registered an increase of 5.22% while the number of beneficiaries

utilising Career Break registered a decrease of 1.10% when compared to the previous year.

3.2 Family-Friendly Measures Utilisation by Gender

Table 4 below illustrates the utilisation of family-friendly measures by gender.

Table 4: Uptake of Family-Friendly Measures by gender

Family-Friendly Measures	Females	Males	Totals
Maternity Leave	207	--	207
Adoption Leave	0	2	2
Responsibility Leave	2	2	4
Parental Leave	131	10	141
Career Break	82	8	90
Leave to accompany spouse on government assignments abroad	4	2	6
Reduced hours	587	61	648
Teleworking	446	92	538
Flexible Work Schedules	534	620	1154
Grand Total	1993	797	2790

Table 4 shows total number of female and male beneficiaries who have utilised family-friendly measures in 2015. Both genders registered a total increase in the utilisation of family-friendly measures when compared to 2014; female beneficiaries recorded a 6.35% increase and male beneficiaries an increase of 50.36%.

When focusing on Flexible Work Schedules, Teleworking and Reduced Hours, the majority of male beneficiaries preferred to avail themselves of Flexible Work Schedules. In 2015, the number of male beneficiaries who availed themselves of this measure increased by 51.22%. The male gender registered a substantial increase in Teleworking (109.10%), followed by Reduced Hours (15.09%). On the other hand, the majority of female beneficiaries preferred to avail themselves of Reduced Hours. However, the major increase between 2014-2015, amongst female beneficiaries was in Teleworking (28.90%), followed by Flexible Work Schedules (21.64%). The utilisation of Reduced Hours decreased by 5.17%.

3.3 Family-Friendly Measures Utilisation by Categories

Section 3.3 below shows family-friendly measures categorised by different categories in the Public Sector.

Table 5: Utilisation of Family-Friendly Measures by different Salary Scale Categories

Family-Friendly Measure	Top Management	Middle Mgt & Professional	Administrative Executive/ Clerical	Supervisory/ Technical/ Industrial	Totals
Maternity Leave	8	97	78	24	207
Adoption Leave	0	0	1	1	2
Responsibility Leave	0	0	2	2	4
Parental Leave	6	49	68	18	141
Career Break	1	37	39	13	90
Leave to accompany spouse on government assignments abroad	0	4	1	1	6
Reduced hours	14	203	363	68	648
Teleworking	27	232	232	47	538
Flexible Work Schedules	83	460	370	241	1154
Grand Total	139	1082	1154	415	2790

Maternity Leave (additional four weeks)	6	80	72	19	177
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The Administrative Executive/Clerical category registered the highest percentage of beneficiaries (41.36%), followed by the Middle Management & Professional category (38.78%), Supervisory/Technical/Industrial category (14.87%) and Top Management (4.98%).

Increases in the Top Management category were registered in Reduced Hours (55.56%), Teleworking (17.39%) and Flexible Work Schedules (62.75%).

The Middle Management & Professional category recorded an increase in Teleworking (65.71%), Reduced Hours (19.41%) and Flexible Work Schedules (38.56%).

The Administrative Executive/Clerical category registered increases in the uptake of Teleworking (25.41%), Flexible Work Schedules (29.37%) and a decrease Reduced Hours (16.17%) when compared to 2014.

The Supervisory/Technical/Industrial category registered an increase in Teleworking (11.90%), Reduced Hours (13.33%), as well as Flexible Work Schedules (33.89%).

Maternity Leave recorded a decrease in the Top Management category (42.86%), in the Administrative Executive/Clerical category (27.78%) and in the Supervisory/Technical/Industrial category (-46.67). However, an increase in this measure was registered in the Middle Management & Professional category (8.99%). A decrease in the additional four weeks Maternity Leave was also registered in the Top Management category (53.84), in the Administrative Executive/Clerical category (26.53) and in the Supervisory/Technical/Industrial Category (47.22). The Middle Management & Professional category registered an increase of 6.67%.

An overall increase was recorded in the utilisation of Parental Leave: Top Management (50%) and Supervisory/Technical/Industrial category (50%), followed by the Middle Management & Professional category (8.89%). The Administrative Executive/Clerical category registered a decrease of 6.85%.

A decrease in the utilisation of Career Break was registered in the Administrative/Executive/Clerical category (-15.21%) and in the Supervisory/Technical/Industrial category (-7.14%), while more beneficiaries opting for this measure were registered in the Top Management and Middle Management & Professional category (19.35%).

4 Summary of Results and Conclusion

Similar to previous years, this report shows that Reduced Hours, Flexible Work Schedules and Teleworking are the most requested measures amongst public service and public sector employees.

Statistics in the Public Service show that Reduced Hours are the most preferred measures registering an increase of 6.61% utilisation between 2014 and 2015.

On the other hand, in the Public Sector, utilisation of Reduced Hours decreased by -3.57%. On the other hand, statistics show that Flexible Work Schedules is still the most preferred measure by employees, registering a total of 1154 beneficiaries. Results show that 46.27% from the total amount of Flexible Work Schedules beneficiaries were females and 53.73% were males.

Both the Public Service and Public Sector registered an increase in the utilisation of the additional four weeks Maternity Leave: increases of 15.08% and 20.27% respectively.

APPENDIX 1:

Beneficiaries of Family-Friendly Measures in the Public
Service in 2015 – By Gender and Employment Category

PUBLIC SERVICE TOTALS	1st January 2015 - 31st December 2015												
	Scales 1-5		Scales 6-10		Scales 11-15		Scales 16-20		Definite Contracts		TOTALS		Grand Total
FAMILY-FRIENDLY MEASURES	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	
Maternity Leave (first 14 weeks)	28		379		203		17		20		647		647
Maternity Leave (additional 4 weeks)	24		288		154		15		15		496		496
Adoption Leave (PSMC 5.2.1)	0	0	4	2	1	0	1	0	0	0	6	2	8
Responsibility Leave (PSMC 5.3.5)	0	0	13	5	17	4	0	0	0	0	30	9	39
Parental Leave	10	1	288	4	148	3	14	0	8	0	468	8	476
Career Break (PSMC 5.3.4)	1	1	157	4	82	1	7	0	0	0	247	6	253
Leave to accompany spouse on Government-sponsored courses or assignments (PSMC 5.3.2)	0	2	7	0	0	0	0	0	0	0	7	2	9
Reduced hours – 20 hours/week	12	2	165	9	80	3	17	1	6	0	280	15	295
Reduced hours – 25 hours/week	7	0	69	4	41	3	21	1	3	0	141	8	149
Reduced hours – 30 hours/week	10	1	192	11	157	9	58	3	6	1	423	25	448
Reduced hours – 35 hours/week	9	0	82	2	104	6	43	0	3	0	241	8	249
Reduced hours – other amounts	14	4	82	6	70	1	80	3	0	2	246	16	262
Teleworking (PSMC 5.4.2)	40	8	341	98	367	83	49	8	33	8	830	205	1035
Flexi-Time (PSMC 5.4.4)	20	24	124	125	92	81	28	49	27	31	291	310	601

APPENDIX 2:

Beneficiaries of Family-Friendly Measures in the Public Sector
in 2015 – By Gender and Employment Category

PUBLIC SECTOR TOTALS	1st January 2015 - 31st December 2015										
	Top Management		Middle Mangt & Professional		Administrative/ Executive/Clerical		Supervisory/ Technical/Industrial		Totals		Grand Total
FAMILY-FRIENDLY MEASURES	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	
Maternity Leave (first 14 weeks)	8		97		78		24		207		207
Maternity Leave (additional 4 weeks)	6		80		72		19		177		
Adoption Leave	0	0	0	0	0	1	0	1	0	2	2
Responsibility Leave	0	0	0	0	2	0	0	2	2	2	4
Parental Leave* <i>Applicable to Parents, Legal Guardians and Foster Carers</i>	4	2	47	2	66	2	14	4	131	10	141
Career Break	0	1	36	1	36	3	10	3	82	8	90
Leave to accompany spouse on Government-sponsored courses or assignments	0	0	3	1	0	1	1	0	4	2	6
Reduced Hours	14	0	181	22	341	22	51	17	587	61	648
Teleworking	25	2	183	49	209	23	29	18	446	92	538
Flexi-Time	26	57	218	242	261	109	29	212	534	620	1154