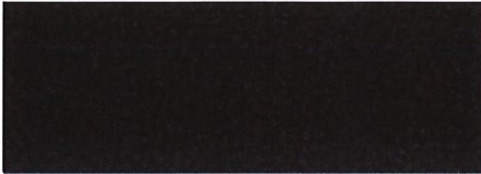




NEW ZEALAND QUALIFICATIONS AUTHORITY
MANA TOHU MĀTAURANGA O AOTEAROA

QUALIFY FOR THE FUTURE WORLD
KIA NOHO TAKATŪ KI TŌ ĀMUA AO!

15 July 2019



Dear [REDACTED]

Official Information Act Request

Thank you for your request of 18 June 2019, under the Official Information Act 1982, for the following information:

... seeking information about workplace diversity via a questionnaire.

Please find answers to the questionnaire in the attached table.

As part of the commitment to open and transparent government, NZQA is proactively releasing responses to Official Information Act requests which are of public interest. NZQA will be publishing its response to your request on its website in September 2019. Your name and contact details will be removed before publication.

If you require further assistance or believe we have misinterpreted your request, please contact [REDACTED] in the Office of the Chief Executive, email [REDACTED]@nzqa.govt.nz or telephone (04) 463 [REDACTED].

If you are dissatisfied with our response, you have the right, under section 28(3) of the Official Information Act 1982, to lodge a complaint with the Office of the Ombudsman at www.ombudsman.parliament.nz. You can also telephone 0800 802 502 or write to the Ombudsman at PO Box 10152, Wellington, 6143.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'K. Poutasi', written over a white background.

Karen Poutasi (Dr)
Chief Executive

Encl

CR19272 – Diversity Questionnaire.

Question number	Questions	Answers
1.	What is the name of your organisation?	New Zealand Qualifications Authority.
2.	How many staff do you employ?	433 Headcount – permanent and fixed term employees as at 30 June 2019.
3.	Do you measure the gender make up of your staff?	Yes.
4.	What proportion of your staff are female?	60 per cent
5.	How many females are there in senior management?	4- 66.7% ¹
6.	Do you measure the ethnic make-up of your staff?	Yes.
7.	What percentage of your staff are NZ European?	35.3 per cent.
8.	What percentage of your staff in Māori?	11.5 per cent.
9.	What percentage of your staff are Pacific Islanders?	5.5 per cent.
10.	What percentage of your staff identify as Asian?	11.5 per cent
11.	What percentage of your staff are Middle-Eastern/Latin American/African?	1.2 per cent
12.	What percentage of your staff are of another ethnicity?	34.9 per cent.
13.	What percentage of your senior management are NZ European/pākehā?	66.7 per cent.
14.	What percentage of your senior management are Māori?	33.3 per cent.
15.	What percentage of your senior management are Pacific Islanders?	0 per cent

¹ Senior Management is defined as the Chief Executive and 5 Deputy Chief Executives

CR19272 – Diversity Questionnaire.

16.	What percentage of your senior management staff are Asian?	0 per cent
17.	What percentage of your senior management staff are Middle Eastern/Latin American/African?	0 per cent
18.	What percentage of your senior management staff are of another ethnicity?	0 per cent.
19.	Are there any plans in place to encourage diversity in staffing and the daily operations of the Ministry/department?	None
20.	What is being done to encourage diversity?	NZQA has a set of organisational values - Ngā Mātāpono. We value and consider the professional views, culture and beliefs, feelings, needs and efforts of others. We give equal consideration to others. We say what we mean, listen respectfully and think and act constructively. NZQA values include Kotahitanga (collaboration and unity) and Manaakitanga (caring for and valuing others). We recognise and treasure cultural diversity.
21.	Is there diversity training offered?	NZQA does not itself carry out diversity training but would support staff in diversity training through the professional development process.
22.	Describe any diversity training offered?	See answer above.
23.	How is diversity considered within your employment process?	The recruitment policy specifies that in all recruitment and selection NZQA shall <ul style="list-style-type: none"> • Comply with all legislative requirements under the Crown Entities Act 2004, Privacy Act 1993, and the Human Rights Act 1993. • Demonstrate a commitment to the principles of equal employment opportunities (EEO) and a process of impartial selection.

CR19272 – Diversity Questionnaire.

		<ul style="list-style-type: none">• In addition, the makeup of the interviewing panel is specifically required to consider gender and ethnicity and it should reflect the diversity of the candidate group.
24.	Have you had to manage issues/complaints of racism in the workplace?	No
25.	How many racism issues/complaints have you had in the last five years	None
26.	If issues/complaints of racism occurred, what happened?	Not applicable.