

MINISTER FOR EDUCATION AND TRAINING — STAFF — ARCHIVES TRAINING

3374. Mr A. Krsticevic to the minister representing the Minister for Education and Training:

For each department, agency, government trading enterprise or organisation within your portfolios, can you please advise:

- (a) how many lineal meters of hard copy documents are held by the organisation, which would be transferred to the State Records Office as State Archives, if transfers were being accepted;
- (b) how many FTE have specific training in the *State Records Act 2000*;
- (c) how many FTE have specific training in, or knowledge of the long-term care and preservation of State Archives; and
- (d) how many FTE have specific training in, or knowledge of the management of digital archives?

Mr P. Papalia replied:

Department of Education

- (a) Department of Education – 368 metres
School Curriculum Standards Authority (SCASA) – 442 metres
- (b) 20 162 staff (including SCASA)
- (c) Department of Education: 14 FTE
SCASA: Four FTE
- (d) Department of Education: 14 FTE
SCASA: Four FTE

Department of Training and Workforce Development

- (a) 1,188 lineal metres
- (b) The Department delivers a record awareness training course to all staff, based on the *State Records Act 2000* (WA)
- (c) Three
- (d) Three

North Metropolitan TAFE

- (a) 87 linear metres
- (b) A component of the College induction training program is aimed at making staff aware of their *State Records Act 2000* (WA) responsibilities
- (c) Nil.
- (d) Nil.

South Metropolitan TAFE

- (a) Approximately 93 lineal metres
- (b) Three. Under the State Records Principles and Standards 2002, all staff are required to undergo a Recordkeeping Training Program. All permanent and fixed contract staff have completed this course
- (c) Four
- (d) Three

Central Regional TAFE

- (a) 105 lineal metres.
- (b) One. Central Regional TAFE staff are required to complete a Records Training Awareness program based on the *State Records Act 2000* (WA).
- (c) One.
- (d) One.

North Regional TAFE

- (a) 52 lineal metres

(b) All employees are required to complete a mandatory Records Training Awareness course. This course provides a general overview of government employee's record keeping responsibilities and the relevance of the *State Records Act 2000* (WA).

(c) Two

(d) Two

South Regional TAFE

(a) Approximately 91 linear metres

(b) All staff are informed of the requirements of the *State Records Act 2000* at compulsory annual professional development.

(c) Four

(d) Four

Building Construction Industry Training Fund

(a) Nil.

(b) Two

(c) Two

(d) Two