

**ELECTORAL OFFICE FOR NORTHERN IRELAND
MANAGEMENT BOARD**

Date of Meeting: 26 August 2010

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PERSONNEL REPORT

The purpose of this Personnel Report is to provide information to the Management Board on:

- Sick absence analysis
- Staff Appraisals/Training
- Recruitment

Sick Absence (Annex A)

The average sick absence rate to date is 4% which includes all short-term and long-term absence. There are 35 days to date in relation to non-work related long-term absence which provides an absence rate of 3.2%. Compared to the same period over the past couple of years the average days sick per person from April has increased:

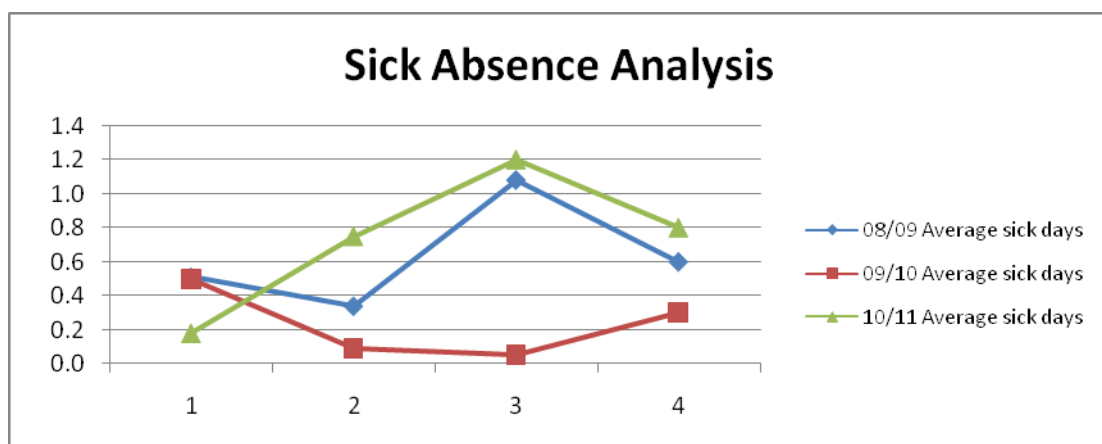


Table 1

Staff Appraisals/PDPs

Only one appraisal report remains outstanding.

A training plan (see TRIM Ref: 2010/005449) has been developed in accordance with PDP requirements and AFE requirements. The training budget set is 60k. The training plan to date totals approximately 40k including AFE applications which total approx 5k (see TRIM ref: 2010/006929). All AFE applications fall within EONI guidelines and HR Section intends to confirm all applications for assistance as approved and procure training for 10/11.

Recruitment

See separate paper submitted to the August Board on establishing a pool of casual election staff.

Recommendation

It is recommended that the report be noted.