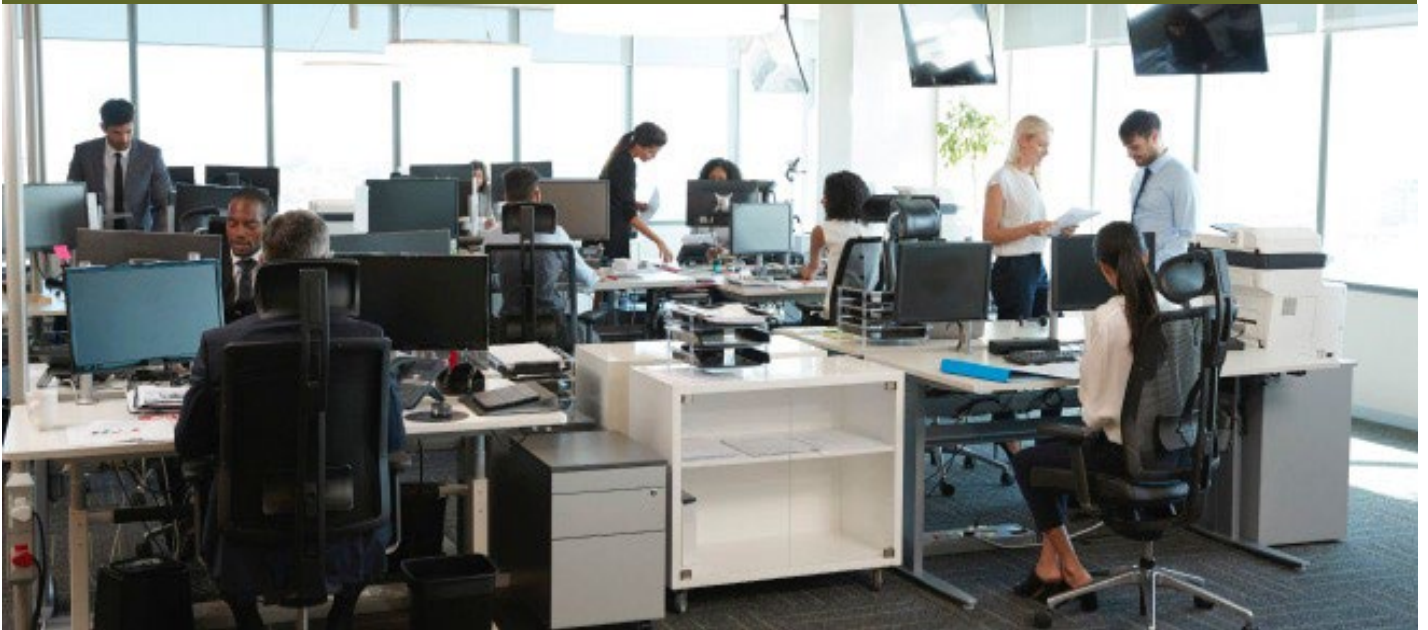


# Employment in the Northern Ireland Civil Service - Quarterly Report

1st October 2022



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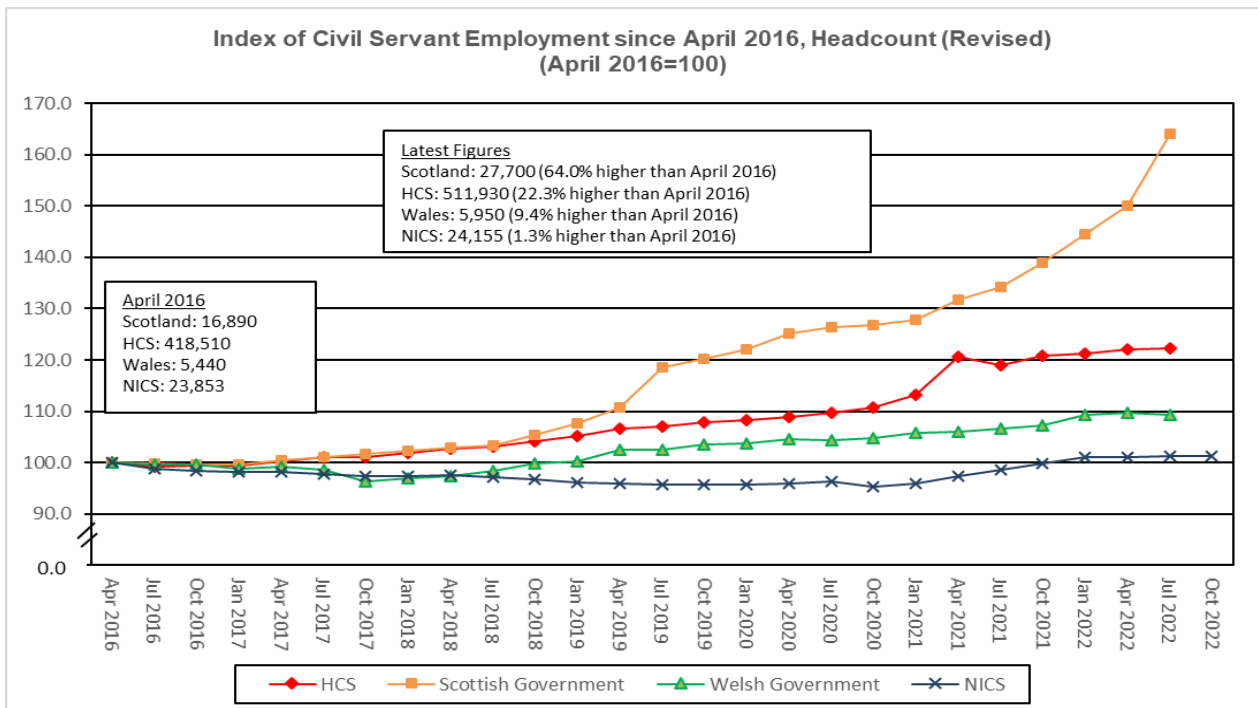
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## Introduction

This report provides details on staff numbers in the Northern Ireland Civil Service (NICS) at 1st October 2022, and comparisons with the previous quarter and the wider public sector. A comparison with the previous year is also presented. This report is provided as a resource to users requiring data on NICS staff numbers and is published on a quarterly basis.

## Key Points

- The headcount number of staff in the NICS at 1st October 2022 was 24,155 of whom 24,043 were permanent staff and 112 were temporary/casual staff. The number of full-time equivalent staff in the NICS was 22,569.
- The headcount number of staff in the NICS represents an increase of 14 (0.1%) from the position at 1st July 2022. Full-time equivalent numbers increased by 20 (0.1%) over the same period.
- The latest available quarterly figures (April - July 2022) show the staff headcount decreased by 360 (0.1%) in the Home Civil Service, increased by 960 (3.6%) in the Scottish Government and decreased by 20 (0.3%) in the Welsh Government. The number of staff in the Northern Ireland Public Sector increased by 468 (0.2%).
- Over the twelve months to October 2022 staff headcount in the NICS increased by 330 (1.4%). The latest 12 month rolling figures show there were increases of 14,020 (2.8%) in the Home Civil Service, 5,030 (22.2%) in the Scottish Government and 150 (2.6%) in the Welsh Government. An increase of 5,608 (2.6%) was seen in the Northern Ireland Public Sector numbers.
- Recruitment Agency staff numbers<sup>1</sup> are not included in these NICS figures. At the end of September 2022, the number of Agency staff working in the NICS was 2,624. This figure includes 996 Agency staff working on contracts for the Department for Work and Pensions in Great Britain.



**Commentary:** The chart shows that NICS staff numbers have been rising since October 2020 and are now 1.3% higher than in April 2016. The latest available figures for Great Britain, Wales and Scotland relate to 30th June 2022. For Wales, staff numbers fell to a low in October 2017, before gradually increasing to their current level, which is 9.4% higher than the position in April 2016. For Scotland, staff numbers have increased since April 2016 and are now 64.0% higher than in April 2016. For Great Britain as a whole, staff numbers have increased gradually and are currently 22.3% higher than in April 2016.

<sup>1</sup>Agency staff figures were provided by NICS HR Resourcing Team on 1st October 2022 and provides the number (headcount) of NICS Agency Workers in post at a point in time. NICS HR records do not include Agency Workers recruited directly by Departments.

## Employees by Department, Headcount

**Table 1(a)**

**All Employees, Headcount**

Department	Male 1st Jul 2022	Female 1st Jul 2022	Total 1st Jul 2022	Male 1st Oct 2022	Female 1st Oct 2022	Total 1st Oct 2022	Change on last Quarter Value	Change on last Quarter %	Change on last Year <sup>1</sup> Value	Change on last Year <sup>1</sup> %
DAERA	1,819	1,540	3,359	1,824	1,567	3,391	32	1.0%	79	2.4%
DfC	3,175	4,331	7,506	3,206	4,318	7,524	18	0.2%	198	2.7%
DfE	541	715	1,256	542	713	1,255	-1	-0.1%	12	1.0%
DE	223	327	550	217	327	544	-6	-1.1%	7	1.3%
DoF	1,834	1,777	3,611	1,821	1,788	3,609	-2	-0.1%	20	0.6%
DoH	242	357	599	236	355	591	-8	-1.3%	38	6.9%
DfI	2,262	741	3,003	2,249	744	2,993	-10	-0.3%	-30	-1.0%
DoJ	1,583	1,740	3,323	1,583	1,735	3,318	-5	-0.2%	-21	-0.6%
TEO	142	208	350	145	211	356	6	1.7%	28	8.5%
PPS	158	293	451	157	288	445	-6	-1.3%	-8	-1.8%
Other <sup>2</sup>	64	69	133	61	68	129	-4	-3.0%	7	5.7%
<b>Total</b>	<b>12,043</b>	<b>12,098</b>	<b>24,141</b>	<b>12,041</b>	<b>12,114</b>	<b>24,155</b>	<b>14</b>	<b>0.1%</b>	<b>330</b>	<b>1.4%</b>

<sup>1</sup> As at 1st October 2021.

<sup>2</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

**Table 1 (b)**

**Permanent Employees, Headcount**

Department	Male 1st Jul 2022	Female 1st Jul 2022	Total 1st Jul 2022	Male 1st Oct 2022	Female 1st Oct 2022	Total 1st Oct 2022	Change on last Quarter Value	Change on last Quarter %	Change on last Year <sup>1</sup> Value	Change on last Year <sup>1</sup> %
DAERA	1,798	1,523	3,321	1,797	1,534	3,331	10	0.3%	52	1.6%
DfC	3,164	4,325	7,489	3,202	4,315	7,517	28	0.4%	196	2.7%
DfE	524	709	1,233	537	710	1,247	14	1.1%	16	1.3%
DE	221	323	544	217	326	543	-1	-0.2%	11	2.1%
DoF	1,819	1,761	3,580	1,813	1,780	3,593	13	0.4%	26	0.7%
DoH	242	356	598	236	355	591	-7	-1.2%	39	7.1%
DfI	2,251	736	2,987	2,239	743	2,982	-5	-0.2%	-28	-0.9%
DoJ	1,575	1,739	3,314	1,580	1,735	3,315	1	0.0%	-20	-0.6%
TEO	142	206	348	143	210	353	5	1.4%	27	8.3%
PPS	158	290	448	157	285	442	-6	-1.3%	-11	-2.4%
Other <sup>2</sup>	64	69	133	61	68	129	-4	-3.0%	7	5.7%
<b>Total</b>	<b>11,958</b>	<b>12,037</b>	<b>23,995</b>	<b>11,982</b>	<b>12,061</b>	<b>24,043</b>	<b>48</b>	<b>0.2%</b>	<b>315</b>	<b>1.3%</b>

<sup>1</sup> As at 1st October 2021.

<sup>2</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

**Table 1 (c)**  
**Temporary/Casual Employees, Headcount**

Department	Male 1st Jul 2022	Female 1st Jul 2022	Total 1st Jul 2022	Male 1st Oct 2022	Female 1st Oct 2022	Total 1st Oct 2022	Change on last Quarter Value	Change on last Year <sup>1</sup> Value
DAERA	21	17	38	27	33	60	22	27
DfC	11	6	17	4	3	7	-10	2
DfE	17	6	23	5	3	8	-15	-4
DE	2	4	6	0	1	1	-5	-4
DoF	15	16	31	8	8	16	-15	-6
DoH	0	1	1	0	0	0	-1	-1
DfI	11	5	16	10	1	11	-5	-2
DoJ	8	1	9	3	0	3	-6	-1
TEO	0	2	2	2	1	3	1	1
PPS	0	3	3	0	3	3	0	3
Other <sup>2</sup>	0	0	0	0	0	0	0	0
<b>Total</b>	<b>85</b>	<b>61</b>	<b>146</b>	<b>59</b>	<b>53</b>	<b>112</b>	<b>-34</b>	<b>15</b>

<sup>1</sup> As at 1st October 2021.

<sup>2</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

**Commentary:** Table 1 shows that over the last quarter, NICS headcount has increased by 14 (0.1%). There was an increase of 48 permanent staff and a decrease of 34 Temporary/Casual staff. The largest increases were in DAERA (32), DfC (18) and TEO (6). The headcount in all other departments decreased. The largest decreases were in DfI (10) and DoH (8). Table 1 also shows that NICS headcount figures are 330 (1.4%) greater than a year ago. The greatest increases were in DfC (198), DAERA (79) and DoH (38). Headcount decreased in DfI (30), DoJ (21) and PPS (8).

**Notes:**

Data sourced from HRConnect and additional DoJ databases.

In the table, abbreviations are used. The names of Departments and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.

Due to small numbers, percentages are not presented in Table 1 (c).

## Employees by Department, Full – time Equivalent

Table 2(a)

### All Employees, Full Time Equivalent (FTE)

Department	Male 1st Jul 2022	Female 1st Jul 2022	Total 1st Jul 2022	Male 1st Oct 2022	Female 1st Oct 2022	Total 1st Oct 2022	Change on last Quarter - Value	Change on last Quarter - %	Change on last Year <sup>1</sup> Value	Change on last Year <sup>1</sup> %
DAERA	1,752	1,428	3,180	1,755	1,453	3,208	28	0.9%	70	2.2%
DfC	3,068	3,737	6,805	3,096	3,733	6,829	24	0.4%	219	3.3%
DfE	525	642	1,167	527	640	1,167	0	0.0%	13	1.1%
DE	218	304	522	212	303	515	-7	-1.3%	5	1.0%
DoF	1,769	1,606	3,375	1,756	1,617	3,373	-2	-0.1%	19	0.6%
DoH	234	333	567	228	332	560	-7	-1.2%	35	6.7%
DfI	2,207	666	2,873	2,192	669	2,861	-12	-0.4%	-33	-1.1%
DoJ	1,560	1,620	3,180	1,559	1,618	3,177	-3	-0.1%	-11	-0.3%
TEO	139	195	334	142	198	340	6	1.8%	28	9.0%
PPS	153	269	422	152	266	418	-4	-0.9%	-4	-0.9%
Other <sup>2</sup>	61	63	124	58	63	121	-3	-2.4%	9	8.0%
<b>Total</b>	<b>11,686</b>	<b>10,863</b>	<b>22,549</b>	<b>11,677</b>	<b>10,892</b>	<b>22,569</b>	<b>20</b>	<b>0.1%</b>	<b>350</b>	<b>1.6%</b>

<sup>1</sup> As at 1st October 2021.

<sup>2</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

Table 2(b)

### Permanent Employees, Full Time Equivalent (FTE)

Department	Male 1st Jul 2022	Female 1st Jul 2022	Total 1st Jul 2022	Male 1st Oct 2022	Female 1st Oct 2022	Total 1st Oct 2022	Change on last Quarter - Value	Change on last Quarter - %	Change on last Year <sup>1</sup> Value	Change on last Year <sup>1</sup> %
DAERA	1,731	1,411	3,142	1,728	1,420	3,148	6	0.2%	43	1.4%
DfC	3,057	3,731	6,788	3,092	3,730	6,822	34	0.5%	217	3.3%
DfE	508	636	1,144	522	637	1,159	15	1.3%	17	1.5%
DE	216	300	516	212	302	514	-2	-0.4%	9	1.8%
DoF	1,754	1,590	3,344	1,748	1,609	3,357	13	0.4%	25	0.8%
DoH	234	332	566	228	332	560	-6	-1.1%	36	6.9%
DfI	2,196	661	2,857	2,182	668	2,850	-7	-0.2%	-31	-1.1%
DoJ	1,552	1,619	3,171	1,556	1,618	3,174	3	0.1%	-10	-0.3%
TEO	139	193	332	140	197	337	5	1.5%	27	8.7%
PPS	153	266	419	152	263	415	-4	-1.0%	-7	-1.7%
Other <sup>2</sup>	61	63	124	58	63	121	-3	-2.4%	9	8.0%
<b>Total</b>	<b>11,601</b>	<b>10,802</b>	<b>22,403</b>	<b>11,618</b>	<b>10,839</b>	<b>22,457</b>	<b>54</b>	<b>0.2%</b>	<b>335</b>	<b>1.5%</b>

<sup>1</sup> As at 1st October 2021.

<sup>2</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

**Table 2 (c)**  
**Temporary/Casual Employees, Full Time Equivalent (FTE)**

Department	Male 1st Jul 2022	Female 1st Jul 2022	Total 1st Jul 2022	Male 1st Oct 2022	Female 1st Oct 2022	Total 1st Oct 2022	Change on last Quarter - Value	Change on last Year <sup>1</sup> Value
DAERA	21	17	38	27	33	60	22	27
DfC	11	6	17	4	3	7	-10	2
DfE	17	6	23	5	3	8	-15	-4
DE	2	4	6	0	1	1	-5	-4
DoF	15	16	31	8	8	16	-15	-6
DoH	0	1	1	0	0	0	-1	-1
DfI	11	5	16	10	1	11	-5	-2
DoJ	8	1	9	3	0	3	-6	-1
TEO	0	2	2	2	1	3	1	1
PPS	0	3	3	0	3	3	0	3
Other <sup>2</sup>	0	0	0	0	0	0	0	0
<b>Total</b>	<b>85</b>	<b>61</b>	<b>146</b>	<b>59</b>	<b>53</b>	<b>112</b>	<b>-34</b>	<b>15</b>

<sup>1</sup> As at 1st October 2021.

<sup>2</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

**Commentary:** Table 2 shows that over the last quarter, NICS full-time equivalent (FTE) staff numbers have increased by 20 (0.1%). There was an increase of 54 permanent staff and a decrease of 34 Temporary/Casual staff. The largest increases were in DAERA (28), DfC (24) and TEO (6). The NICS FTE in all other departments decreased or remained the same. The largest decreases were in DfI (12), DE (7) and DoH (7). Table 2 also shows that NICS FTE figures are 350 (1.6%) higher than a year ago, with increases of 219 in DfC, 70 in DAERA and 35 in DoH. NICS FTE figures were lower for DfI (33), DoJ (11) and PPS (4). All other departments increased in FTE staff numbers.

**Notes:**

Data sourced from HRConnect and additional DoJ databases.

In the table, abbreviations are used. The names of Departments and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.

Due to small numbers, percentages are not presented in Table 2 (c).

Figures may not sum due to rounding

## Employees by Analogous Grade Level

**Table 3(a)**  
**Permanent Employees, Headcount, 1st Oct 2022**

Department	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	Total
DAERA	27	309	533	769	1,025	441	39	188	0	3,331
DfC	26	147	380	551	3,430	2,834	121	28	0	7,517
DfE	27	137	260	242	379	173	29	0	0	1,247
DE	19	96	97	74	137	105	15	0	0	543
DoF	44	429	669	633	976	776	58	8	0	3,593
DoH	35	100	141	136	118	51	10	0	0	591
DfI	20	140	306	368	750	835	68	495	0	2,982
DoJ	21	161	257	249	665	652	44	16	1,250	3,315
TEO	32	44	89	66	80	39	3	0	0	353
PPS	9	74	104	16	84	129	26	0	0	442
Other <sup>1</sup>	4	22	44	10	32	14	3	0	0	129
<b>Total</b>	<b>264</b>	<b>1,659</b>	<b>2,880</b>	<b>3,114</b>	<b>7,676</b>	<b>6,049</b>	<b>416</b>	<b>735</b>	<b>1,250</b>	<b>24,043</b>

<sup>1</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

**Table 3 (b)**  
**Permanent Employees, Headcount, 1st Jul 2022**

Department	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	Total
DAERA	28	315	531	775	1,001	443	39	189	0	3,321
DfC	25	152	382	556	3,447	2,784	114	29	0	7,489
DfE	27	139	253	231	380	174	29	0	0	1,233
DE	18	100	97	75	134	105	15	0	0	544
DoF	46	420	663	611	992	787	53	8	0	3,580
DoH	35	97	144	142	119	51	10	0	0	598
DfI	20	136	304	374	699	864	66	524	0	2,987
DoJ	22	165	256	250	644	667	45	17	1,248	3,314
TEO	28	47	83	68	80	39	3	0	0	348
PPS	9	74	107	17	85	130	26	0	0	448
Other <sup>1</sup>	5	22	41	10	38	14	3	0	0	133
<b>Total</b>	<b>263</b>	<b>1,667</b>	<b>2,861</b>	<b>3,109</b>	<b>7,619</b>	<b>6,058</b>	<b>403</b>	<b>767</b>	<b>1,248</b>	<b>23,995</b>

<sup>1</sup> Figures include staff in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland.

**Commentary:** Table 3 provides a breakdown of permanent NICS headcount by grade level for the current and previous quarters. The greatest increase in numbers is at EOI/EOII (57), while the greatest decrease in numbers is at Industrial (32 down).

**Notes:**

Data sourced from HRConnect and additional DoJ databases.

In the table, abbreviations are used. The names of Departments, analogous grade levels and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.



## Employees by Work Pattern

**Table 4**  
**Permanent Employees, Headcount, 1st Oct 2022**

	1st Jul 2022 F/T	1st Jul 2022 P/T	1st Oct 2022 F/T	1st Oct 2022 P/T	Change on last Quarter F/T - Value	Change on last Quarter F/T - %	Change on last Quarter P/T - Value	Change on last Quarter P/T - %	Change on last Year <sup>1</sup> F/T - Value	Change on last Year <sup>1</sup> F/T - %	Change on last Year <sup>1</sup> P/T - Value	Change on last Year <sup>1</sup> P/T - %
Male	10,886	1,072	10,903	1,079	17	0.2%	7	0.7%	119	1.1%	21	2.0%
Female	7,958	4,079	8,034	4,027	76	1.0%	-52	-1.3%	302	3.9%	-127	-3.1%
Total	18,844	5,151	18,937	5,106	93	0.5%	-45	-0.9%	421	2.3%	-106	-2.0%

<sup>1</sup> As at 1st October 2021.

**Commentary:** Table 4 shows that over the last quarter, for both males and females, the number of full-time staff has increased. The number of part-time female staff has decreased while part-time male staff has increased. The table also shows that over the last year the number of full-time staff has increased for males and females. Male part-time staff have increased while female part-time numbers have decreased.

**Notes:**

Data sourced from HRConnect and additional DoJ databases.

In the table, abbreviations are used. F/T relates to full-time staff and P/T relates to part-time staff.

Excludes staff on a Career Break.

## Comparisons with GB and with NI Public Sector

**Table 5**  
**Comparison with Great Britain, Headcount of Civil Servants**

Organisation	1st Apr 2022 (Revised) Total	1st Jul 2022 Male	1st Jul 2022 Female	1st Jul 2022 Total	Change on last Quarter - Value	Change on last Quarter - %	Change on last Year <sup>1</sup> Value	Change on last Year <sup>1</sup> %
NICS	24,126	12,043	12,098	24,141	15	0.1%	607	2.6%
Home Civil Service, GB	512,290	232,830	279,100	511,930	-360	-0.1%	14,020	2.8%
Scottish Government	26,740	12,790	14,910	27,700	960	3.6%	5,030	22.2%
Welsh Government	5,970	2,400	3,550	5,950	-20	-0.3%	150	2.6%

## Comparison with Northern Ireland Public Sector, Headcount

	1st Apr 2022 (Revised) Total	1st Jul 2022 Male	1st Jul 2022 Female	1st Jul 2022 Total	Change on last Quarter - Value	Change on last Quarter - %	Change on last Year <sup>1</sup> Value	Change on last Year <sup>1</sup> Value
NICS	24,126	12,043	12,098	24,141	15	0.1%	607	2.6%
NI Public Sector	220,920	70,003	151,385	221,388	468	0.2%	5,608	2.6%

<sup>1</sup> As at 1st July 2021, revised as at June 2022.

**Commentary:** Tables 5 and 6 compare NICS staff headcount with civil service headcount for Scotland, Wales and Great Britain as a whole (taken June 2022), and with the Northern Ireland Public Sector. Over the latest comparable quarter, there has been an increased headcount in NICS, NI Public Sector and Scottish government 0.1%, 0.2% and 3.6% respectively. Great Britain and Welsh Governments decreased in headcount by 0.1% and 0.3%. Over the latest comparable 12 months, the NICS staff headcount increased by 2.6%. All the other comparators presented in the tables also increased, the largest increase being 22.2% in the Scottish Government.

### Notes:

Data for NICS sourced from HRConnect and additional DoJ databases.

Home Civil Service, Scottish Government and Welsh Government totals may not sum due to rounding.

Home Civil Service, Scottish Government, Welsh Government and NI Public Sector figures relate to the latest available figures; June 2022. NI figures for July 22 have been retained here to allow a more contemporaneous comparison.

Data and other relevant information for Home Civil Service, Scottish Government and Welsh Government, from 'Public Sector Employment' dataset, published by the Office for National Statistics which can be found on the [ONS website](#).

Data for the Northern Ireland Public Sector sourced from the NISRA 'Quarterly Employment Survey'. For further information about this survey, please [visit the Nisra website](#).

[The tables are sourced from the Quarterly Employment Survey](#)

The Northern Ireland Public Sector comprises central government (including bodies under the aegis of central government), local government and public corporations.

Latest Northern Ireland Public Sector figures are always provisional.

Please note these figures are not seasonally adjusted.

## Yearly Comparison of NICS Employees (Headcount)

Table 7

### Yearly Comparison (January) of NICS Employees, Headcount

Year	Male	Female	Total
2000	14784	13507	28291
2001	14830	13988	28818
2002	15211	14688	29899
2003	15582	15287	30869
2004	15951	15745	31696
2005	15921	15799	31720
2006	15762	15662	31424
2007	15178	15091	30269
2008	13389	14485	27874
2009	13303	13828	27131
2010	13265	13669	26934
2011	13083	13934	27017
2012	14050	13944	27994
2013	13961	14008	27969
2014	13832	14104	27936
2015	13557	13962	27519
2016	12325	12739	25064
2017	11580	11842	23422
2018	11509	11727	23236
2019	11346	11578	22924
2020	11307	11537	22844
2021	11367	11516	22883
2022	12049	12073	24122

\* Figures as at 1st January.

**Commentary:** The number of civil servants rose from 28,291 in 2000 to a peak of 31,720 in 2005 before decreasing to 22,844 in 2020, recently increasing again to 24,122 in 2022. Over the period 2000-2015 several parts of the NICS changed their status and ceased to be part of the civil service, while other staff were included in civil service figures as a result of changes related to policing and justice.

### Discontinuity\*

-	+
<p><b>Years 2002-04</b></p> <p>Size of Reduction: 400</p> <p>Industrial Development Board (creation of Invest NI)</p>	<p><b>Year 2010</b></p> <p>Size of Increase: 1,000</p> <p>NI Court Service &amp; Youth Justice Agency (Devolution of Policing and Justice)</p>
<p><b>Year 2006</b></p> <p>Size of Reduction: 700</p> <p>Department of Agriculture and Rural Development Science Service (became part of Agri-Food &amp; Biosciences Institute)</p>	<p><b>Year 2012</b></p> <p>Size of Increase: 1,700</p> <p>Inclusion of Prison Grade staff</p>
<p><b>Year 2007</b></p> <p>Size of Reduction: 1,700</p> <p>Water Service (became NI Water)</p>	<p><b>Year 2015</b></p> <p>Size of Increase: 130</p> <p>Legal Services Agency became part of the NICS</p>
<p><b>Year 2008</b></p> <p>Size of Reduction: 1,200</p> <p>Civilian staff seconded to PSNI (became PSNI staff)</p>	
<p><b>Year 2015</b></p> <p>Size of Reduction: 430</p> <p>Planning Office staff became employees of the Local Councils</p>	

# Background Notes

## Permanent Employees, Headcount,

### *The Northern Ireland Civil Service (NICS)*

1. The NICS is the civil service of the devolved administration. It includes staff working in the 9 Northern Ireland ministerial departments and staff working in the Public Prosecution Service for Northern Ireland (which is a non-ministerial Government department). Civil servants in the Health and Safety Executive for Northern Ireland and the Office of the Attorney General for Northern Ireland are also included.

### *Coverage of NICS Staff*

2. Figures relate to employees with an employment contract who are being paid by the Organisation. Employees can be permanent, on a fixed-term contract or employed on a casual basis. Self-employed, contract workers and agency workers are excluded. Staff on career breaks or on secondment outside the NICS are also excluded.

### *Permanent and Temporary/Casual staff*

3. Permanent employees are employees with a contract with no agreed expiry date or a fixed-term contract of more than 12 months. Temporary/casual employees are those with a fixed term contract of twelve months or less, or employed on a casual basis.

### *Headcount Figures*

4. Headcount figures count each employee as one member of staff, irrespective of whether they work full or part-time.

5. FTE figures are calculated by expressing each part-time employee's hours as a proportion of a full time employee's hours. Thus, for example, someone working 18.5 hours per week counts as 0.5 staff, since a full-time employee is considered to work 37 hours per week.

### *Full-Time and Part-Time Staff*

6. Full-time staff are employees who are considered to work 37 hours per week and so have an FTE of 1.0. Part-time staff have an FTE of less than 1 and represent staff who over the course of a year work an average of less than 37 hours per week. As such, job share and term time staff are deemed to be part-time.

## 7. Names and abbreviations of Departments

Name	Abbreviation
Department of Agriculture, Environment and Rural Affairs	DAERA
Department for Communities	DfC
Department for the Economy	DfE
Department of Education	DE
Department of Finance	DoF
Department of Health	DoH
Department for Infrastructure	DfI
Department of Justice	DoJ
The Executive Office	TEO
Public Prosecution Service for Northern Ireland	PPS

## Analogous Grade Levels

Each grade in each occupational group has an associated grade level. The titles of the grade levels are actual grades in the General Service; in other occupational groups the grade names would be different. The table below lists the grade levels in descending order of seniority.

Grade Level	Abbreviation
Grade 5 (Assistant Secretary) and higher	G5+
Grade 6 (Senior Principal) & Grade 7 (Principal)	G6/G7
Deputy Principal	DP
Staff Officer	SO
Executive Officer I & Executive Officer II	EOI/EOII
Administrative Officer	AO
Administrative Assistant	AA

## Voluntary Exit Scheme

8. The NICS launched a Voluntary Exit Scheme (VES) in March 2015. The first tranche of staff to leave under the scheme did so at the end of September 2015 with subsequent tranches leaving at the end of November 2015, January 2016 and March 2016.

The final tranche left at the end of May 2016. Visit the [DOF Website](#) for details on the VES.

## Information on Quality

### *Background Quality Report*

9. The Background Quality Report is available on the [NISRA website](#).

**Next Publication:**

February 2023

## **Further Information**

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