

FOI Release

Information released under the Freedom of Information Act

Title: Policy for public & privilege holidays that fall during maternity, paternity or adoption leave

Date of release: 23 April 2013

Information request

- 1) With respect to the Department's terms and conditions of employment, the current policy in relation to public and privilege holidays that fall during a period of maternity, paternity or adoption leave
- 2) Any prior policy pertaining to public and privilege holidays that fall during a period of maternity, paternity or adoption leave
- 3) The date the previous policy was amended to the current policy
- 4) Any internal correspondence and documents relating to an amendment to this policy - in particular any correspondence providing an explanation for changing policy (e.g. Bulletin 42, issued by the Cabinet Office in September 2011 <http://bit.ly/163hSMt>)

Information released

In relation to the questions above:

1. Please find attached extracts from the current policies as set out on the BIS intranet as at April 2013 in relation to public and privilege holidays that fall during a period of maternity, paternity or adoption leave.
2. Following a Machinery of Government announcement in June 2009 BIS was created by merging the former Department for Enterprise and Regulatory reform (BERR) and the Department for Innovation, Universities and Skills (DIUS). All terms and conditions of employment for the employees were frozen at the point BIS was created. Since then BIS has worked towards creating common BIS terms and conditions of employment where this is possible. As a result over time some policies and guidance have been updated and some are still in the process of being updated. Please find attached the information we hold in scope of this

question including extracts from the former BERR policies for maternity and adoption leave and former DIUS (DfES) policy for maternity and adoption leave in relation to public and privilege holidays that fall during this period.

3. We do not hold the date the previous policy was amended to the current policy.

4. We do not hold any internal correspondence and/or documents relating to when the policy was changed relating to public and privilege days following the Cabinet Office Bulletin 42 to which you refer. However if any individual was unaware of the change and did not benefit from it at the time they would be allowed to take those days subsequently.