



24 February 2015

**Re: Freedom of Information request – 15/02390**

Thank you for your email of 3 Feb 15. You have requested the following information:

*Over the course of 2014, I would like to know how many sick days employees of the Department for Energy & climate change took, and also the number of employees of the department on the last working day of 2014.*

*If the data is available, I would also like to know the following:*

- The dates of all sick days taken*
- Total cost of sickness absence for the department over the year*
- Who took the sick days. If the identity cannot be given, I would like to know how many times each person took a sick day.*
- The reasons given for sickness*

Under the Freedom of Information Act 2000 ('the Act') you have the right to:

- know whether we hold the information you have requested; and
- be provided with that information (subject to any exemptions under the Act which may apply).

I can confirm that the Department of Energy & Climate Change (DECC) does hold some of the information that you have requested.

**Number of employees and absences**

The number of staff employed by DECC as at 31 December 2014 and the total number of days lost through sick absence in the period 1 January – 31 Dec 2014 is shown in the table below.

Number of staff employed by DECC (as at 31 Dec 14)	1,541
Total number of days lost through sickness absence (Jan – Dec 14)	4,302

**Employee sickness dates**

The dates when employees took sickness absence are shown in [Appendix A](#).



### Cost of sickness absence

DECC does not capture the cost of absence per individual member of staff so the total cost of the absence is based on an average salary for the grade at which they are employed. This average salary also includes an average amount for Employers National Insurance and Employers Pension contributions. Using these average costings, the total cost of the absence in the period 1 January – 31 December 2014 is estimated at £1.478m.

### Frequency of absences

The identification of individuals, through disclosure of their names would constitute personal data and therefore has been withheld. Section 40 of the Act provides an absolute exemption for personal data which then falls to be dealt with under the Data Protection Act. Personal data of third parties can only be disclosed in accordance with the data protection principles. In particular, the first data protection principle requires that disclosure must be fair and lawful and must comply with one of the conditions in Schedule 2 of the Data Protection Act. We do not think that it is fair to release the names of staff and do not think that any of the relevant conditions apply.

As the names of individual are being withheld, the table below sets out the number of times people have taken sickness absence.

Single absence	172 people
Between 2 – 9 absences	148 people
Greater than 10 absences	Less than 5 people

### Reasons for absence

The reasons for absence are recorded under the generic headings set out by the World Health Organisation and those appropriate to the absences during the period 1 January - 31 December 2014 are shown in the table below.

Circulatory System	Injury & Poisoning
Digestive Systems	Mental Disorders
Diseases of the ear and mastoid process	Musculoskeletal System
Diseases of the eye and adnexa	Neoplasms (Cancers)
Endocrine, Nutritional & Metabolic	Nervous Systems
Genitourinary Systems	Respiratory System (incl. colds)
Hospital Treatment	Skin & Subcutaneous Tissues
Infections & Parasites	

### Appeals procedure

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date



Department  
of Energy &  
Climate Change

of receipt of the response to your original letter and should be addressed to the Security & Information Rights Unit ([foi@decc.gsi.gov.uk](mailto:foi@decc.gsi.gov.uk)).

Information Rights Unit  
Department for Business, Innovation & Skills  
1 Victoria Street  
London  
SW1H 0ET

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

**DECC HR Management Information**

## Appendix A

### Sickness absence dates

Absences shown as beginning on 1 Jan 14, began prior to that date.

Start date	End date
01/01/2014	22/04/2014
01/01/2014	31/12/2014
01/01/2014	07/01/2014
01/01/2014	31/03/2014
01/01/2014	28/02/2014
01/01/2014	03/01/2014
01/01/2014	09/01/2014
01/01/2014	10/01/2014
01/01/2014	31/08/2014
01/01/2014	23/03/2014
01/01/2014	10/01/2014
01/01/2014	01/08/2014
01/01/2014	05/04/2014
01/01/2014	05/01/2014
01/01/2014	13/01/2014
02/01/2014	07/01/2014
03/01/2014	10/01/2014
06/01/2014	06/01/2014
06/01/2014	07/01/2014
06/01/2014	06/01/2014
06/01/2014	06/01/2014
06/01/2014	06/01/2014
06/01/2014	07/01/2014
06/01/2014	18/03/2014
06/01/2014	06/01/2014
06/01/2014	14/01/2014
07/01/2014	10/01/2014
07/01/2014	18/02/2014
07/01/2014	08/01/2014
08/01/2014	09/01/2014
08/01/2014	10/01/2014
09/01/2014	10/01/2014
09/01/2014	23/01/2014
09/01/2014	10/01/2014
10/01/2014	10/01/2014
10/01/2014	10/01/2014
13/01/2014	13/01/2014
14/01/2014	17/01/2014
14/01/2014	16/01/2014
15/01/2014	17/01/2014
15/01/2014	16/01/2014
16/01/2014	17/01/2014
16/01/2014	22/01/2014
17/01/2014	17/01/2014
17/01/2014	17/01/2014

Start date	End date
17/01/2014	24/01/2014
20/01/2014	24/01/2014
20/01/2014	20/01/2014
20/01/2014	04/02/2014
20/01/2014	20/01/2014
20/01/2014	20/01/2014
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20/01/2014	22/01/2014
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29/01/2014	30/01/2014
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04/02/2014	04/02/2014
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04/02/2014	04/02/2014
05/02/2014	05/02/2014
05/02/2014	07/02/2014
06/02/2014	07/02/2014
06/02/2014	06/02/2014

Start date	End date
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06/02/2014	17/03/2014
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27/02/2014	27/02/2014

Start date	End date
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Start date	End date
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25/04/2014	25/04/2014
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25/04/2014	25/04/2014
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28/04/2014	28/04/2014
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05/05/2014	31/08/2014
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06/05/2014	06/05/2014
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09/05/2014	09/05/2014
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09/05/2014	09/05/2014
12/05/2014	12/05/2014
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12/05/2014	16/05/2014
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13/05/2014	15/05/2014

Start date	End date
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21/05/2014	21/05/2014
21/05/2014	13/06/2014
23/05/2014	26/05/2014
23/05/2014	23/05/2014
23/05/2014	23/05/2014
27/05/2014	30/05/2014
27/05/2014	30/05/2014
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28/05/2014	28/05/2014
28/05/2014	30/05/2014
28/05/2014	29/05/2014
30/05/2014	30/05/2014
02/06/2014	02/06/2014
02/06/2014	02/06/2014
02/06/2014	09/06/2014
02/06/2014	04/07/2014
02/06/2014	02/06/2014
03/06/2014	03/06/2014
03/06/2014	04/06/2014
04/06/2014	05/06/2014
05/06/2014	05/06/2014
05/06/2014	06/06/2014
09/06/2014	11/06/2014
09/06/2014	09/06/2014
09/06/2014	20/07/2014
09/06/2014	10/06/2014
09/06/2014	10/06/2014
09/06/2014	01/07/2014
10/06/2014	16/06/2014
11/06/2014	13/06/2014
11/06/2014	11/06/2014
12/06/2014	13/06/2014
12/06/2014	18/06/2014
16/06/2014	15/08/2014
16/06/2014	20/06/2014
16/06/2014	16/06/2014
17/06/2014	01/07/2014
17/06/2014	18/06/2014
17/06/2014	17/06/2014
17/06/2014	19/06/2014
17/06/2014	17/06/2014
17/06/2014	18/06/2014

Start date	End date
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19/06/2014	19/06/2014
20/06/2014	20/06/2014
23/06/2014	23/06/2014
23/06/2014	23/06/2014
24/06/2014	24/06/2014
25/06/2014	08/07/2014
25/06/2014	18/07/2014
25/06/2014	26/06/2014
26/06/2014	27/06/2014
26/06/2014	26/06/2014
28/06/2014	18/08/2014
30/06/2014	02/07/2014
30/06/2014	04/07/2014
30/06/2014	30/06/2014
30/06/2014	01/07/2014
02/07/2014	02/07/2014
02/07/2014	02/07/2014
03/07/2014	04/07/2014
04/07/2014	04/07/2014
07/07/2014	07/07/2014
07/07/2014	07/07/2014
07/07/2014	07/07/2014
07/07/2014	08/07/2014
07/07/2014	07/07/2014
08/07/2014	14/07/2014
08/07/2014	08/07/2014
08/07/2014	09/07/2014
08/07/2014	11/07/2014
09/07/2014	09/07/2014
10/07/2014	10/07/2014
10/07/2014	10/07/2014
11/07/2014	11/07/2014
11/07/2014	11/07/2014
14/07/2014	17/09/2014
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18/07/2014	18/07/2014
18/07/2014	18/07/2014
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21/07/2014	22/07/2014

Start date	End date
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28/07/2014	08/08/2014
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31/07/2014	31/07/2014
31/07/2014	31/07/2014
01/08/2014	01/08/2014
04/08/2014	06/08/2014
04/08/2014	05/08/2014
04/08/2014	04/08/2014
04/08/2014	04/08/2014
04/08/2014	04/08/2014
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Start date	End date
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Start date	End date
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06/10/2014	07/10/2014
07/10/2014	07/10/2014
08/10/2014	09/10/2014
08/10/2014	08/10/2014
08/10/2014	08/10/2014
08/10/2014	08/10/2014
13/10/2014	13/10/2014
13/10/2014	14/10/2014
13/10/2014	15/10/2014
13/10/2014	13/10/2014
14/10/2014	17/10/2014
14/10/2014	16/10/2014
14/10/2014	17/10/2014
14/10/2014	16/10/2014

Start date	End date
14/10/2014	14/10/2014
14/10/2014	14/10/2014
15/10/2014	15/10/2014
15/10/2014	13/11/2014
16/10/2014	17/10/2014
17/10/2014	17/10/2014
18/10/2014	24/10/2014
20/10/2014	21/10/2014
20/10/2014	20/10/2014
20/10/2014	20/10/2014
20/10/2014	20/10/2014
20/10/2014	21/10/2014
21/10/2014	22/10/2014
22/10/2014	22/10/2014
22/10/2014	22/10/2014
22/10/2014	31/10/2014
22/10/2014	28/10/2014
22/10/2014	23/10/2014
22/10/2014	23/10/2014
22/10/2014	23/10/2014
22/10/2014	29/10/2014
23/10/2014	23/10/2014
23/10/2014	23/10/2014
24/10/2014	24/10/2014
24/10/2014	31/10/2014
24/10/2014	31/10/2014
24/10/2014	24/10/2014
24/10/2014	04/11/2014
27/10/2014	30/10/2014
27/10/2014	27/10/2014
27/10/2014	31/10/2014
27/10/2014	07/11/2014
27/10/2014	27/10/2014
27/10/2014	28/10/2014
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27/10/2014	31/10/2014
28/10/2014	28/10/2014
28/10/2014	31/10/2014
29/10/2014	31/10/2014
29/10/2014	29/10/2014
03/11/2014	03/11/2014
03/11/2014	03/11/2014
03/11/2014	03/11/2014
03/11/2014	07/11/2014
03/11/2014	04/11/2014
05/11/2014	05/12/2014
05/11/2014	05/11/2014
05/11/2014	07/11/2014
06/11/2014	06/11/2014
06/11/2014	12/12/2014
10/11/2014	11/11/2014

Start date	End date
10/11/2014	11/11/2014
10/11/2014	10/11/2014
10/11/2014	10/11/2014
10/11/2014	12/11/2014
11/11/2014	14/11/2014
11/11/2014	14/11/2014
12/11/2014	13/11/2014
13/11/2014	14/11/2014
13/11/2014	13/11/2014
13/11/2014	13/11/2014
14/11/2014	18/11/2014
14/11/2014	21/11/2014
14/11/2014	31/12/2014
17/11/2014	18/11/2014
17/11/2014	17/11/2014
17/11/2014	20/11/2014
18/11/2014	19/11/2014
18/11/2014	19/11/2014
19/11/2014	21/11/2014
19/11/2014	19/11/2014
20/11/2014	20/11/2014
20/11/2014	31/12/2014
20/11/2014	20/11/2014
20/11/2014	28/11/2014
21/11/2014	21/11/2014
24/11/2014	30/11/2014
24/11/2014	28/11/2014
24/11/2014	25/11/2014
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26/11/2014	27/11/2014
26/11/2014	26/11/2014
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27/11/2014	28/11/2014
27/11/2014	27/11/2014
28/11/2014	31/12/2014
28/11/2014	28/11/2014
01/12/2014	02/12/2014
01/12/2014	08/12/2014
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01/12/2014	02/12/2014
02/12/2014	05/12/2014
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03/12/2014	05/12/2014
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04/12/2014	05/12/2014
05/12/2014	05/12/2014
05/12/2014	12/12/2014
05/12/2014	05/12/2014
08/12/2014	12/12/2014
08/12/2014	11/12/2014
08/12/2014	08/12/2014



<b>Start date</b>	<b>End date</b>
08/12/2014	08/12/2014
08/12/2014	08/12/2014
08/12/2014	08/12/2014
09/12/2014	09/12/2014
09/12/2014	10/12/2014
15/12/2014	17/12/2014
15/12/2014	16/12/2014
15/12/2014	16/12/2014
16/12/2014	16/12/2014
16/12/2014	16/12/2014
18/12/2014	18/12/2014
18/12/2014	19/12/2014
18/12/2014	19/12/2014
19/12/2014	19/12/2014