



An Roinn Gnóthaí Eachtracha agus Trádála Department of Foreign Affairs and Trade

19 February 2018

Ref: FOI/Req/18/027

Dear Mr Gleeson

I refer to the request which you have made under the Freedom of Information Act 2014 for access to records held by this Department, as follows:

A breakdown of all staff in the Department by name, job title and salary. If the Department is precluded from disclosing the identities of staff, a breakdown by gender, job title, and salary would suffice.

I refer also to the acknowledgement of your request which was sent to you on 30th January 2018.

I have identified one record that falls within the scope of your request for a breakdown by gender, job title, and salary. The record is listed in the schedule below.

	Record Description	Granted/Part Granted/Refused
1.	Staff Numbers by Grade and gender in the Department of Foreign Affairs and Trade on 31 December 2017	Granted

This Department is responsible for two Votes – Vote 28 (Foreign Affairs and Trade) and Vote 27 (International Cooperation). The figures provided in the attached record includes staff of the Department recruited at headquarters and does not include circa 370 locally engaged staff at our 80 missions overseas nor does it include locally engaged staff required to meet technical requirements in specific aid related programme areas. The numbers of such staff in each mission at any time varies in accordance with programme requirements.

This Department has faced its own challenges in advancing gender equality and ensuring that women are represented fully in our senior management teams at home and abroad. We want our Missions abroad, and our senior management structures at home, to be representative of the people of Ireland and better gender balance will help us achieve one element of that ambition. The Department's Management Board leads initiatives in this regard and a number of actions have been implemented which have seen great progress in the recent period, particularly at senior levels.

The Department has an active Management Board Gender Equality Sub-Committee, which feeds into Management Board deliberations. There is also a Gender Equality Action Plan Working Group, tasked with progressing the Gender Equality Action Plan, and an Equality and Diversity Working Group, tasked with addressing broader equality and diversity issues in the Department. This work is complemented by the wider work on gender being driven through the Civil Service Renewal Process.

While the payscales for the various grades are publically available in Circular 22/2017 at www.circulars.gov.ie, for ease of reference I have included a link in the record released.

Right of Appeal

Should you wish to appeal this decision, you may do so in writing to the Freedom of Information Unit, Department of Foreign Affairs and Trade, 76-78 Harcourt Street, Dublin 2 or by email to foi@dfa.ie. A fee applies for an appeal for access to non-personal information; the level of this fee has been set at €30. For methods of payment, please contact FOI Unit at foi@dfa.ie, or 01-4082857.

You should make your appeal within 4 weeks (20 working days) from the date of this notification. However, the making of a late appeal may be permitted in appropriate circumstances. The appeal will involve a complete reconsideration of the matter by a more senior member of the staff of this Department.

Yours sincerely

Mary White

Human Resources