



Australian Capital Territory

# Gazette

No. 23, Thursday 8 June, 2000

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**ACT Government Homepage: <http://www.act.gov.au>**

## GENERAL INFORMATION

### ACT GOVERNMENT GAZETTE

The ACT Government Gazette is published each Thursday. The sections included in the publication are:

- General Information;
- Employment
- Government Notices;
- Purchasing and Disposals;
- Invitations to Tender, Quote or Register Interest;
- Contracts arranged, and
- Private Notices

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### Notices for Publications

Notices for the Gazette are to be lodged by 12 noon on the Wednesday prior to publication. Notices can be lodged in advance in hard copy or facsimile, by electronic mail or diskette, with a brief message of instruction and a WORD compatible document attachment.

A Gazette Request Form must also be delivered to the Gazette Office, by hand, mail or fax. For copies of this form please telephone the Gazette Office or go to [www.publishing.act.gov.au/pub/gazreq.doc](http://www.publishing.act.gov.au/pub/gazreq.doc).

Signed notices must be sighted by the Gazette Office before gazettal can proceed.

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- minimum charge \$1.00 per word or \$100.00 whichever is the greater.

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## EMPLOYMENT

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### ACT Public Service

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#### Executive Contracts

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##### DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

###### Terminations

Michael White, Executive Director,  
Education and Training (E107)  
Section 73, Public Sector Management Act 1994  
and Clause 9, Executive Contract – 26.5.00

##### DEPARTMENT OF TREASURY AND INFRASTRUCTURE

###### Appointments

Anthony Curtis  
Chief Executive Officer, Gambling and Racing  
Commission (E162)

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### General Information

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#### Eligibility to apply for advertised vacancies

All permanent vacancies advertised in the Gazette are open to all Australian citizens or permanent residents of Australia except where:

- the Chief Executive has decided that because of cost or operational efficiency a vacancy should be advertised as open only to permanent officers and groups with eligibility rights. Restricted positions will be marked #
- a former officer is restricted from re-employment under section 114 of the Public Sector Management Act 1994.

Groups with eligibility rights are:

- an officer of the Australian Public Service (APS) applying for appointment (see section 115 of the Act)
- a former officer of the APS or ACTPS who has resigned, if:

\*they resigned to rear a child, after taking at least three months maternity or parental leave; and

\*they resigned within two years of the date of birth of the child for which the period of maternity leave was granted;

\*the position for which they are applying is advertised in the gazette within six years from the date of the birth of the child for which the maternity or parental leave was granted; and

\* they have a statement from the relevant Chief Executive of the details of their resignation which was obtained at the time of resignation;

- an 'officer' of an approved organisation listed in Standard 4, Part 6, Mobility with Approved Organisations, employed on other

than a temporary basis, applying for appointment;

- a temporary employee who has been employed by the ACTPS in one job for six months continuously, may apply for appointment to an advertised vacancy:

\* if still employed in that temporary job; and

\* the six months eligibility period is reached before the applications close.

Excess Officers – ACTPS Officers who have been formally declared excess and who apply for transfer to any advertised permanent vacancy must be considered for in isolation from, and not in competition with, other applicants. Where more than one excess officer applies, a merit selection process should first be conducted between the excess officers.

Excess officers applying for transfer to advertised vacancies are not to be considered in competition with applicants who are not excess.

The consideration of the excess officer(s) should be a genuine assessment of whether the officer is suitable for the vacancy, including with reasonable training, and should be conducted in a manner demonstrably similar to that which would apply to other officers if no excess officer had applied.

Should you have any queries in regard to this matter please contact your Personnel Section.

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### Vacancies

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##### DEPARTMENT OF HEALTH AND COMMUNITY CARE

###### Population Health

###### Epidemiology

###### Administrative Service Officer Class 3

**\$32, 657 – \$35,245, Canberra (PN. 25502)**

**Closing date:** 22 June 2000

**Duties:** Provide high level administrative support for the Manager and be responsible for the day – to – day running of the office. Assist with the budgetary and financial management processes. Secretariat duties as required.

**Contact Officer** Bruce Shadbolt (02) 62444 288  
Selection documentation may be obtained from Lisa Needham (02) 62058700  
Apply: 20  
CC: 148-9011-16943

## EMPLOYMENT (Continued)

**Central Office  
Consumer and Community Priorities Group  
Disability Priorities**

**Senior Officer Grade B (Manager)  
\$65,593 - \$73,841  
Position Number: 29478**

**The Job:** Together with a professional team you will be responsible for progressively implementing the Strategic Plan for Disability Services in the ACT. The Department aims to increasingly adopt a systemic and strategic approach to the purchase and commissioning of health consumer and disability services. We aspire to advance the rights, inclusion and well being of people with disabilities in the ACT.

Ideally candidates for this challenging position will possess:

- ☞ The ability to provide effective leadership and management at a senior level within a policy, planning and purchasing environment.
- ☞ Sound judgement and strategic thinking in relation to complex policy, planning and purchasing issues
- ☞ An enthusiasm and ability to motivate and lead staff
- ☞ A strong focus on consumers and their rights.

**Eligibility/other requirements:** A knowledge and understanding of the principles of Workplace Diversity, a Participative Workplace, a Safe Working Environment and Access and Equity.

**Closing Date: 16 June 2000**

**Contact Officer:** Margaret Summers  
02-6205 0839  
Selection documentation may be obtained from John Oberdorf 02-6205 0908  
Apply: 23  
CC: 148-9011-17913

**Central Office  
Structural Reform Group  
Health Information Services Unit  
Health Informatics and Business Systems  
Sub-Unit**

**Senior Information Technology Officer  
(several positions) – Canberra based**

**Profile: Health Information Service**

The Health Information Service is responsible for business systems development and support, technology infrastructure support, data management, telehealth, consumer access centre, and epidemiology and health status monitoring within the ACT Department of Health and Community Care. The Service currently is looking to permanently recruit suitably experienced information technology specialists to work on a number of innovative projects and systems.

Projects are currently being undertaken in areas such as diabetes management, health information networking, patient master index, mental health and clinical information systems, electronic commerce and internet/intranet applications. If you would like to work in an exciting and rewarding environment, then one of these positions might be just the opportunity you are looking for.

**Health Informatics and Business Systems Unit**

**Senior Information Technology Officer Grade B  
\$65,593-73,841 PN: 24802**

- \* Manage and direct the activities of the Health Informatics and Business Systems Unit under broad direction and in accordance with organisational strategic goals and business objectives.
- \* Manage the development and implementations of large scale complex information systems and infrastructure projects.
- \* Assist in the implementation of *Information 2005*, the portfolio's information management strategic plan.
- \* Oversee the overall management of the Department's information systems and technologies support services.
- \* Undertake the Department Information Officer's role and functions.

**Health Informatics and Business Systems**

**Senior Information Technology Officer Grade C  
\$55,514-59,857 PN: 23770**

- \* Provide technical advice and services to support and develop technology infrastructure and business systems within the Department.
- \* Provide consultancy services to internal users on information system development and assist with business analysis and project proposal development.
- \* Develop and implement information management policy and standards to meet Territory and Departmental requirements.
- \* Evaluate risks associated with information systems/management and develop appropriate security standards, guidelines and contingency plans.
- \* Provide management with policy advice on issues and the trends in health information technology.

**Eligibility/other requirements for both positions:**  
A knowledge and understanding of the principles of Workplace Diversity, a Participative Workplace, a Safe Working

**EMPLOYMENT (Continued)**

Environment and Access and Equity.  
Reasonable relocation expenses, if appropriate,  
will be met by the Department.

**Closing date: 15 June 2000**

**Contact Officer:** Greg Lee 02-6207 1099  
Selection documentation may be obtained from  
Susanna Dorrell 02-6207 1122  
Apply: 23  
CC: 148-9011-16897

**THE CANBERRA HOSPITAL**

**Deputy CEO Corporate  
Human Resource Management Group  
Recruitment and Establishment Service Team  
Administrative Service Officer Class 4  
\$35,685-\$38,745, Canberra (PN. 24772)**

**Closing date:** 22 June 2000

**Duties:** Provide leadership and supervision on a day to day basis to the staff of the Recruitment and Establishment Service Unit. Provide a high quality customer service associated with recruitment and establishment matters for staff employed at The Canberra Hospital, including a reporting service to clients in line with the units Service Level Agreement. Support and participate in the implementation of continuous improvement activities.

Note: All applications must be addressed to Mrs Vicki Ollenich, Manager Recruitment and Establishment Service Team, Human Resource Management Group, The Canberra Hospital, PO Box 11, WODEN ACT 2606

**Contact Officer:** Vicki Ollenich (02) 6244 3342  
Selection documentation may be obtained from  
Connie Kulinski (02) 6244 2786  
Apply: See Note:  
CC: 148-9010-16875 (1312)

**Deputy CEO Corporate  
Human Resource Management Group  
Recruitment and Establishment Service Team  
Administrative Service Officer Class 3  
\$32,017-\$34,554, Canberra (PN. Several)**

**Closing date:** 22 June 2000

**Duties:** Undertake routine tasks associated with the recruitment and establishment activities of The Canberra Hospital in accordance with the units Service Level Agreement. Provide a high quality customer service. Support and participate in the implementation of continuous improvement activities.

Note: All applications must be addressed to Mrs Vicki Ollenich, Manager Recruitment and Establishment Service Team, Human Resource Management Group, The Canberra Hospital, PO Box 11, WODEN ACT 2606

Contact Officer: Vicki Ollenich (02) 6244 3342

Selection documentation may be obtained from  
Connie Kulinski (02) 6244 2786  
Apply: See Note:  
CC: 148-9010-16875 (1312)

**Mental Health Services  
Child and Adolescent Mental Health Service  
Senior Professional Officer Grade C  
\$54,425 - \$58,683, Canberra (PN. 29896)**

**Closing date:** 22 June 2000

**Duties:** Be responsible for the provision of mental health nursing services for children and adolescents, and their families, including the planning, development, direction and evaluation of all nursing/clinical work in this specialised area.

Eligibility/other requirements: Mandatory qualifications as a mental health nurse, including current ACT Registration. Honours degree and post graduate qualifications preferred.

**Contact Officer:** Merrie Carling (02) 6205 1469  
Selection documentation may be obtained from  
Human Resource Management Unit (02) 6244 3139  
Apply: 16  
CC: 148-9010-16875 (3221)

**ACT COMMUNITY CARE**

**ACT Community Care  
Child, Youth and Women's Health Program  
Administrative Officer Class 3 \$32,017-\$34,554  
Canberra (PN. 28897)**

**Closing date:** 22 June 2000

**Duties:** The Child, Youth & Women's Health Program is seeking an enthusiastic and well organised person to provide support in the ACT & SE NSW Breast Cancer Treatment Group Quality Assurance Project. The successful person will be responsible for collecting and processing clinical data from participating clinicians. Applicants must have excellent data entry, communication and administrative skills, and a demonstrated ability in personal time management and achievement of autonomous goals. Excellent keyboard skills and experience in computer packages such as Windows, Word, Excel, Access and Microsoft Outlook is essential. Applicants with medical terminology would be preferred.

**Note:** This position is part time 29:24 hours per week start June 2000.

**Contact Officer:** Yangping Zhang (02) 6205 0967  
Selection documentation may be obtained from  
Kylie Clark (02) 6205 2143  
Apply: 21  
CC: 148-9009-16863

## EMPLOYMENT (Continued)

### Rehabilitation Program

**Registered Nurse Level 1 \$31,926-\$41,375,  
Canberra (PN.26681) expected vacancy  
Part-time**

**Closing date:** 22 June 2000

**Duties:** The Rehabilitation Independent Living Unit (RILU) is seeking applications from suitably qualified individuals to fill an anticipated vacancy of Registered Nurse Level 1 in the Rehabilitation Independent Living Unit, 9 Gaunt Place Garran. This position involves working with a multi-discipline team in a rehabilitation model to assist people to relearn living and social skills after injury or illness.

Eligibility/other requirements: Previous experience in a similar environment and comprehensive knowledge of issues surrounding the rehabilitation process are highly desirable. Registration as a General Nurse and a current drivers licence are essential.

**Contact Officer:** Debra Jones (02) 6244 4144  
Selection documentation may be obtained from:  
Debra Jones (02) 6244 4144  
Apply: 21  
CC: 148-9009-1686

### Integrated Health Care Program

#### Director & Support

**Senior Officer Grade C \$54,425-58,683,  
Canberra (PN. 28894) Expected vacancy  
Finance Officer**

**Closing date:** 22 June 2000

**Duties:** The Integrated Health Care Program has a vacancy for a Finance officer. The total budget of the program is approximately \$16m with a staff of 330. The finance officer is responsible for developing the budget in consultation with the program director and for the ongoing monitoring and reporting of performance.

Eligibility/other requirements: Qualifications in accounting are highly desirable.

**Contact Officer:** Jenny Brogan (02) 62051370  
Selection documentation may be obtained from  
Justine Spina (02)2051357  
Apply: 21  
CC: 148-9009-1686

### Child Youth and Women's Health Program

**Administrative Service Officer Class 6  
\$42,986-\$49,378, Canberra (PN. 28898)  
Finance Officer**

**Closing date:** 22 June 2000

**Duties:** We are looking for a Program Administrator, to coordinate the administrative and financial management of the Program under limited supervision; generate a range of reports available from the system and provide financial and administrative information to Child Youth &

Women's Health Managers and staff. Relevant qualifications and/or experience in information systems.

Eligibility/other requirements: Qualifications in accounting are highly desirable

**Contact Officer:** Giovanna Richmond  
(02) 62051197

Selection documentation may be obtained from:  
Kylie Clark (02) 62052143  
Apply: 21  
CC: 148-9009-1686

### Child, Youth and Women's Health Program Womens Health Service

**Professional Officer Class 2 \$42,986-\$48,040,  
Canberra (PN. 28892) temporary vacancy  
Counsellor**

**Closing date:** 15 June 2000

**Duties:** The Women's Health Service provides counselling to women affected by violence. We are looking for a person with experience and skills in providing counselling services from a woman's health perspective, in particular issues related to violence against women.

Eligibility/other requirements: Relevant tertiary qualifications.

Note: 3 months Temporary Contract, Full Time)

**Contact Officer:** Irene Langdon (02) 62051078  
Selection documentation may be obtained from  
Kylie Clark (02) 62052143  
Apply: 21  
CC: 148-9009-1686

**Child, Youth and Women's Health Program  
Professional Officer Class 2 \$42,986-\$48,040,  
Canberra (several positions)  
Dietitian/Nutritionist**

**Closing date:** 22 June 2000

**Duties:** Applications are invited from suitably qualified dietitians to work at a specialist clinical level. This position is primarily located at The Canberra Hospital.

The position offers diverse caseload focused on child, youth, family and women's health. The dietitian will work in a multidisciplinary setting and is managed through a matrix of joint responsibilities between line managers and senior professionals.

The successful applicant will provide nutrition assessment and counselling for inpatients and outpatients, and will have some teaching responsibilities to clients, other health workers and students.

This position is within the scope of organisational changes that are occurring as a result of 'Setting the Agenda.' Therefore the position may change in terms of duties or scope. The program provides a wide range of care in primary and tertiary settings. The

## EMPLOYMENT (Continued)

occupant may be required to work across the program

Eligibility/other requirements: **Mandatory qualifications apply**

Degree or Postgraduate qualifications in Nutrition & Dietetics or equivalent. Eligible for membership of the Dietitians Association of Australia. Recent experience in nutrition in paediatrics highly desirable.

Note: Casual, temporary or permanent positions available for varying hours.

**Contact Officer:** Lynne Prentice (02) 62442211  
Selection documentation may be obtained from Gayle Galpin (02) 62051197  
Apply: 21  
CC: 148-9009-1686

**Corporate and Business Development Executive Administrative Service Officer Class 4**  
**\$35,685-\$38,745, Canberra (PN.23102) temporary vacancy**

**Closing date:** 22 June 2000

**Duties:** Provide executive support to the Chief Executive and two Executive Directors in ACT Community Care, including administrative and secretarial duties, managing diaries, petty cash, arranging travel, conferences, meetings, drafting reports and correspondence and undertaking research as required.

Note: temporary vacancy for 12 months

**Contact Officer:** Carmel Markham (02) 62051640  
Selection documentation may be obtained from Helen Stravens (02) 62051937  
Apply: 21  
CC: 148-9009-1686

### CHIEF MINISTER'S DEPARTMENT

**Community Liaison and Indigenous Affairs Administrative Service Officer Class 4**  
**\$36,399-\$39,520p.a. (PN: 55116), Canberra**

**Closing date:** 22 June 2000

**Duties:** The position is responsible for drafting replies to general correspondence and preparing less complex reports, undertaking associated research as necessary. The position also facilitates the work of the section and providing general administrative assistance, including maintaining tracking and recording systems for section correspondence, tasks and finances, initiating action to ensure timely responses to requests for information, and providing regular status reports.

NOTE Interviews will be held week commencing 5 July 2000.

**Contact Officer:** Judith Therkelsen (02)62077454

Selection documentation: Laura Tsakalos (02)62050516  
Apply: 06 or via email: recruitment.officer@act.gov.au  
CC: 148-9031-17185

### DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Information for applicants including duty statements, selection criteria are accessible on the Internet at the following address: <http://www.decs.act.gov.au/department/department.htm> or may be requested using email to [decs.jobs@act.gov.au](mailto:decs.jobs@act.gov.au).

All vacancies for teaching positions will be considered by a Joint Selection Committee (JSC) under Section 88 of the Public Sector Management Act 1994.

**Koomarri School Teacher Level 4 - Principal 7 \$66139-80258, Canberra (PN. 32055)**

**Closing date:** 22 June 2000

**Duties:** Be responsible for the general management of the school in accordance with the policies of the School Board. Provide professional leadership in all aspects of the school and its programs.

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Narelle Hargreaves (02) 62057194

Selection documentation may be obtained from the contact officer (02) 62057194  
Apply: 12  
CC: 148-9013-16917

**Turner Primary School Teacher Level 4 - Principals 7 \$66139-80258, Canberra (PN. 1799)**

**Closing date:** 22 June 2000

**Duties:** Be responsible for the general management of the school in accordance with the policies of the School Board. Provide professional leadership in all aspects of the school and its programs.

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Narelle Hargreaves (02) 62057194

Selection documentation may be obtained from the contact officer (02) 62057194  
Apply: 12

CC: 148-9013-16917

**EMPLOYMENT (Continued)****Village Creek Primary School  
Teacher Level 3 Deputy Principal 1  
\$58153-60667, Canberra (PN. 4028)****Closing date:** 22 June 2000**Duties:** Assist the Principal in discharging the Principal's responsibilities to the students, parents and community, teaching and support staff, and provide general administrative support throughout the school.

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Lyn Woodbury (02) 62057455  
Selection documentation may be obtained from The Contact Officer (02) 62057455

Apply: 12

CC: 148-9013-16917

**Farrer Primary School  
Teacher Level 3 Deputy Principal 1  
\$58153-60667, Canberra (PN. 4009)****Closing date:** 22 June 2000**Duties:** Assist the Principal in discharging the Principal's responsibilities to the students, parents and community, teaching and support staff, and provide general administrative support throughout the school.

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Hans Van Haalen (02) 62057911  
Selection documentation may be obtained from The Contact Officer (02) 62057911

Apply: 12

CC: 148-9013-16917

**Lanyon High School  
Teacher Level 2 \$52456-54390, Canberra  
(PN. 2256)****Closing date:** 22 June 2000**Duties:** Undertake an appropriate teaching load. Assist with the development of school policies and the implementation of school-wide educational, administrative and organisational policies and procedures. Team work and plan as one of two executive teachers in a Home School providing professional leadership and management to a team of teachers in the English SOSE and LOTE Curriculum Bank. This includes the development and management of the Home School operations, student welfare and organisational practices.

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Barry Woolacott (02) 62057676  
Selection documentation may be obtained from Ros McCabe (02) 62057676

Apply: 12

CC: 148-9013-16917

**Lanyon High School  
Teacher Level 2 \$52456-54390, Canberra  
(PN. 3730)****Closing date:** 22 June 2000**Duties:** Undertake an appropriate teaching load. Assist with the development of school policies and the implementation of school-wide educational, administrative and organisational policies and procedures. Team work and plan as one of two executive teachers in a Home School providing professional leadership and management to a team of teachers in the Arts and Technology Curriculum Bank. This includes the development and management of the Home School operations, student welfare and organisational practices.

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Barry Woolacott (02) 62057676  
Selection documentation may be obtained from Ros McCabe (02) 62057676

Apply: 12

CC: 148-9013-16917

**Melrose High School  
Teacher Level 2 \$52456-54390, Canberra  
(PN. 2650)****Closing date:** 15 June 2000**Duties:** Lead the development and evaluation of innovative English and LOTE curricula in the High School. Co-ordinate and implement the English and LOTE programs, including appropriate assessment, in accordance with school goals, policies and procedures.

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Judy Pratt (02) 62057588  
Selection documentation may be obtained from The Contact Officer (02) 62057588

Apply: 12

CC: 148-9013-16917

**Ginninderra District High School  
Teacher Level 2 \$52456-54390, Canberra  
(PN. 1987)****Closing date:** 22 June 2000**Duties:** Undertake an appropriate teaching load and provide an exemplar for other staff. Assist with the development of school policies and the implementation of school wide educational, administrative and organisational policies and procedures. Lead and manage the Science Key Learning Area including develop and monitor curriculum; establish classes and allocate staff; lead and supervise staff and prepare and administer KLA budget.



## EMPLOYMENT (Continued)

Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Greg Robinson (02) 62056099  
Selection documentation may be obtained from The Contact Officer (02) 62056099  
Apply: 12  
CC: 148-9013-16917

**Arawang Primary School  
Teacher Level 2 \$52456-54390, Canberra  
(PN. 2606)**

**Closing date:** 15 June 2000  
**Duties:** Undertake an appropriate teaching load and provide an exemplar for other staff. Provide and co-ordinate LA support throughout the school. Demonstrate professional leadership of staff, advise and assist in the development of teaching strategies, class room management, student welfare and organisational structures which optimise the teaching and learning environment of the school.  
Eligibility/other requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised teaching qualification.

**Contact Officer:** Geoff Hutchison (02) 62056877  
Selection documentation may be obtained from The Contact Officer (02) 62056877  
Apply: 12  
CC: 148-9013-16917

**Jervis Bay School  
Administrative Service Officer Class 4  
\$36399-39520, Canberra  
(PN. 580 expected vacancy)**

**Closing date:** 22 June 2000  
**Duties:** Manage all of the schools administrative and financial systems. Assist in the preparation of budgets; prepare estimates, financial returns and conduct regular expenditure reviews against approved allocations and prepare statements/returns to show trends. Act as administrative officer to the school board where required, provide administrative support to the Principal, prepare appropriate minutes and reports for signature by the Principal.  
Note: Applications to be sent to Robin Geier, Jervis Bay School, Jervis Bay ACT 2540.

**Contact Officer:** Robin Geier (02) 44421002  
Selection documentation may be obtained from Heather Bardsley (02) 44421002  
CC: 148-9013-16917

**Human Resources Branch  
Communication and Liaison Section  
Administrative Service Officer Class 2  
\$28672-31794, Canberra (PN. 306)**

**Closing date:** 22 June 2000  
**Duties:** Create and maintain computer records of ministerial correspondence, briefs and produce required reports to monitor correspondence flows. Maintain files and records, dispatch correspondence to relevant destinations. Maintain stationery stocks for Communication and Liaison Section.

**Contact Officer:** Jenni Campbell (02) 62059163  
Selection documentation may be obtained from Lucille Fraser (02) 62059207  
Apply: 12  
CC: 148-9013-16917

**Monash Primary School  
School Assistant 2, Special Teachers Assistant  
\$24381-27036, Canberra (PN. 1434)**

**Closing date:** 22 June 2000  
**Duties:** Support teaching staff in a class of up to 8 physically disabled students. Prepare materials for use in classroom programs and work with individual students and small groups in the areas of language, mathematics, play and creativity; and participate in implementing toileting and eating programs for individual students.

**Contact Officer:** Lorraine Chettle (02) 62057547  
Selection documentation may be obtained from The Contact Officer (02) 62057547  
Apply: 12  
CC: 148-9013-16917

**Hawker College  
School Assistant 2, School Secretary  
\$24381-27036, Canberra (PN. 37754)**

**Closing date:** 22 June 2000  
**Duties:** Working as a member of a team, perform duties associated with the student administration of the college, such as: MAZE entry; creating class lists; updating and maintaining student details including personal and class details; organising and arranging student ID cards; undertaking associated keyboard functions; handling student, parent and staff enquiries; and producing and distributing reports.

**Contact Officer:** Narelle Walker (02) 62057744  
Selection documentation may be obtained from Margaret Tulk (02) 62057744  
Apply: 12  
CC: 148-9013-16917

## EMPLOYMENT (Continued)

**Weetangera Primary School  
School Assistant 2, Special Teachers Assistant  
\$24381-27036, Canberra (PN. 3284)**

**Closing date:** 22 June 2000

**Duties:** Support teaching and therapy staff in a class of students with Autism Spectrum Disorder, by: supporting and extending the overall principles of the school; preparing materials for use in classroom programs; working with individuals and small groups in the learning areas of communication, english, numeracy, physical education, creative expression and play.

Note: This position was previously advertised in the gazette of 11 May 2000 and previous applicants do not need to re-apply.

**Contact Officer:** Margaret Clough (02) 62057488  
Selection documentation may be obtained from Lorraine Arnaudon (02) 62057488  
Apply: 12  
CC: 148-9013-16917

**Village Creek Primary School  
School Assistant 2, Special Teachers Assistant  
\$24381-27036, Canberra (PN. 1189)**

**Closing date:** 22 June 2000

**Duties:** Provide general assistance of a supportive nature to the class teacher by assisting children with disabilities in school routines and activities, such as: prepare programmed materials and teaching aids; assist children with disabilities in practising social skills in personal hygiene and domestic tasks; clean and change soiled children as required; assist in education programs with small groups or individuals.

**Contact Officer:** Lyn Woodbury (02) 62057455  
Selection documentation may be obtained from Cath Welch (02) 62057455  
Apply: 12  
CC: 148-9013-16917

**Village Creek Primary School  
School Assistant 2, Special Teachers Assistant  
\$24381-27036, Canberra (PN. 1382)**

**Closing date:** 22 June 2000

**Duties:** Provide general assistance of a supportive nature to the class teacher by assisting children with disabilities in school routines and activities, such as: prepare programmed materials and teaching aids; assist children with disabilities in practising social skills in personal hygiene and domestic tasks; clean and change soiled children as required; assist in education programs with small groups or individuals.

**Contact Officer:** Lyn Woodbury (02) 62057455  
Selection documentation may be obtained from Cath Welch (02) 62057455  
Apply: 12  
CC: 148-9013-16917

**Urambi Primary School  
School Assistant 2, School Secretary,  
\$24381-27036, Canberra (PN. 1227)**

**Closing date:** 22 May 2000

**Duties:** Perform general duties in the school under supervision, such as: reception/public relations; word processing; student record keeping entry; switchboard operation; information technology; act as agent for the Collector of Official Public Monies; and assist with maintenance of school accounting records. Note: This is a part-time position at 18:45 hours per week.

**Contact Officer:** Judy Bailey (02) 62057431  
Selection documentation may be obtained from The Contact Officer (02) 62057431  
Apply: 12  
CC: 148-9013-16917

**Turner Primary School  
School Assistant 2, Special Teachers Assistant  
\$24381-27036, Canberra  
(PN. 1103 expected vacancy)**

**Closing date:** 22 June 2000

**Duties:** Support teaching and therapy staff in: a class of 8 students with disabilities, working with a teacher full time; supporting and extending the overall principles of the school; and the integration program; preparing materials for use in classroom programs.

**Contact Officer:** Joy Sheargold (02) 62056622  
Selection documentation may be obtained from Helen Smith (02) 62056622  
Apply: 12  
CC: 148-9013-16917

**Calwell Primary School  
Building Services Officer 1 \$25924-26940,  
Canberra (PN. 1592)**

**Closing date:** 22 June 2000

**Duties:** Assume responsibility for security of school buildings, furniture, fittings and equipment during duty hours. Maintain the school, including grounds, in a clean and tidy condition, with particular regard for safety and security hazards and undertake minor repairs to buildings, fittings, furniture and equipment.

**Contact Officer:** Chris Hamilton (02) 62056911  
Selection documentation may be obtained from The Contact Officer (02) 6205 6911  
Apply: 12  
CC: 148-9013-16917

Applications for the above positions should be forwarded to the Workforce Planning and Management Section, Level 2, Manning Clark Offices.

## EMPLOYMENT (Continued)

### CANBERRA INSTITUTE OF TECHNOLOGY

**Education Delivery Program  
Faculty of Tourism and Hotel Management  
Culinary Skills  
Teacher Band 1 \$34394-\$46942, Canberra  
(PN. 51723)**

**Closing date:** 22.6.00

**Duties:** Teach as required by the Head of Department in the Bakery Section of the Department of Culinary Skills.

**Eligibility/other requirements:** Appropriate tertiary qualifications in Pastry Cooking and/or Bakery as appropriate to teaching to diploma level. Five years or more of industrial/vocational/professional experience OR possess such other qualifications and/or experience acceptable for the position. Possess or eligible to obtain, qualifications in adult education.

**Contact Officer:** John Wardrop (02) 62073184  
Selection documentation may be obtained from Sue Soames (02) 62051868  
Apply: 11  
CC: 148-9024-17904

### DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

Applications and referee reports, from applicants for positions in the department, should address the selection criteria comprehensively, as selection decisions may be made only on the basis of the documentation provided, without formal interview. Full application should be sent to: The Recruitment Officer, Human Services Unit, Department of Justice and Community Safety, PO Box 921, Civic Square ACT 2608

**PARLIAMENTARY COUNSEL'S OFFICE  
Legal 2, \$73,479 - \$76,499, Canberra  
(PN. 42297)**

**Closing date:** 22/6/00

**Duties:** Draft Acts and subordinate legislation of the ACT (particularly legislation of major difficulty or importance), provide legal advice in connection with legislative proposals and provide guidance to subordinate officers and settle their drafts.

**Eligibility/other requirements:** Admission as a legal practitioner of the Supreme Court of a State or Territory or the High Court.

**Contact Officer:** Neil Leslie (02) 6207 0614  
Selection documentation may be obtained from Jane Lu Serafin (02) 6207 0606  
Apply: 28  
CC: 148-9012-17345

### DEPARTMENT OF URBAN SERVICES

**Operations Group  
City Operations Branch  
Road User Services Section  
Administrative Service Officer Class 4  
\$36,399-39,520, Canberra (PN. 15000)**

**Closing date:** 22/6/2000

**Duties:** Under general direction: Assess and advise on the impact of proposed policy changes on Road User Services and its computer systems, and document and update new and revised procedures. Prepare modules and conduct training courses in a variety of situations associated with the activities of Road User Services.

**Contact Officer:** Allan Delahunty (02) 62077360  
Selection documentation may be obtained from Helen Williams (02) 62077033  
Apply: 34  
CC: 148-9015 17013

### DEPARTMENT OF TREASURY AND INFRASTRUCTURE

**Finance and Investment Group  
Investment and Borrowings  
Manager \$73,841p.a. (PN: 55405), Canberra**

**Closing date:** 22 June 2000

**Duties:** As a senior manager with a high degree of independence, manage activities associated with the cash management, borrowing and funds management activities of the Government. Actively manage the financial exposures of the Government in relation to its borrowing and investment activities. Liaise with representatives of the Australian and overseas financial and markets.

**NOTE** The terms and conditions of this position will be regulated under an Australian Workplace Agreement.

**Eligibility/other requirements:** Qualifications in accounting banking, commerce would be an advantage and/or considerable experience.

**Contact Officer/ Selection documentation:**  
Roger Broughton (02)62070178  
Apply: 35 or via email:  
recruitment.officer@act.gov.au  
CC: 148-9042-14979

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## Appointments

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### COMMUNITY & HEALTH SERVICES COMPLAINTS COMMISSIONER

**Administrative Service Officer Class 5  
\$40,598-\$43,048**

Catherine Therese Barton: 742-40621, Section 68(1), 13 June 2000  
CC: 148-9011-17782

## EMPLOYMENT (Continued)

### DEPARTMENT OF HEALTH AND COMMUNITY CARE

**Administrative Service Officer Class 5,  
\$40598-43048**  
Tom Valentine: 741-19901, Section 68, 8 June 2000  
CC: 148-9011-16943

### ACT COMMUNITY CARE

**Administrative Service Officer Class 5  
\$39,802-\$42,204**  
Bruce Munro: 740-97220, Section 68(1) & 70(1),  
24 May 2000  
CC: 148-9009-16863

### ACTION

**Administrative Service Officer Class 4,  
\$36220-\$39326**  
Mandy Jane McDonald:  
AGS No 609-13047, Section 68 (1),  
29 May 2000  
CC: 148-9027-17791

### CHIEF MINISTER'S DEPARTMENT

**Administrative Service Officer Class 2  
\$28,672-\$31,794**  
Erla Lee Thomas, 760-75180, Enter Section 68,  
25/06/00  
CC: 148-9031-17370

### DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

**School Assistant 2 \$24,381-27,036**  
Johanna Hendriksen: 713-07827, Section 68(1),  
24 May 2000  
CC: 148-9013-16917

**School Assistant 2 \$24,381-27,036**  
John Christopher Sankey: 747-75116,  
Calwell High School Section 68(1), 25 May 2000  
CC: 148-9013-16917

**Building Services Officer 1 \$25,924-26,940**  
Ross William Gunn: 755-67343,  
Florey Primary School, Section 68(1), 23 May 2000  
CC: 148-9013-16917

### INDEPENDENT COMPETITION AND REGULATORY COMMISSION

**Administrative Service Officer Class 4  
\$36,399-\$39,520p.a**  
Katie Elizabeth Tsiagalidis, 760-74583,  
Section 68, 05/06/00  
CC: 148-9042-14979

### DEPARTMENT OF URBAN SERVICES

**General Service Officer Level 6 \$29,648-\$31,147**  
Colin Brian Smith: AGS No 757-52223,  
Section 68(1), 26/5/2000  
CC: 148-9015 17028

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## Transfer

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### ACT COMMUNITY CARE

**Steve Isbel: 739-67140**  
From: Professional Officer Class 2  
\$42,986-\$48,040  
ACT Community Care Integrated Health Care Program  
To: Professional Officer Class 2 \$42,986-\$48,040  
ACT Community Care Rehabilitation Program,  
Canberra (PN.23578)  
CC: 148-9009-16863

**Rachael Stackpoole: 716-02981**  
From: Professional Officer Class 2  
\$42,986-\$48,040  
Unattached  
To: Professional Officer Class 2 \$42,986-\$48,040  
ACT Community Care Child, Youth and Women's Health Program, Canberra (PN 28731)  
Gazette No: 160 3 March 2000  
CC: 148-9009-16863

### DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

**Kim Nichols: 030-99560**  
From: Senior Officer Grade C \$55514-59857  
Department of Education and Community Services  
To: Teacher Level 2 \$52456-54390  
Campbell High School, Department of Education and Community Services, Canberra (PN. 32580)  
(PS 7, 17 February 2000)  
CC: 148-9013-16917

**Robert Cussel: 324-36140**  
From: Teacher Level 3, Deputy Principal 1  
\$58153-60667  
Department of Education and Community Services  
To: Teacher Level 3, Principal 2 \$56657-64805  
Yarralumla Primary School, Department of Education and Community Services, Canberra (PN. 4140) (PS 7, 17 February 2000)  
CC: 148-9013-16917

## EMPLOYMENT (Continued)

### Promotions

#### Promotions under the *Public Sector Management Act 1994*

The 'date of notification' of a promotion is the date of publication of the *Gazette* in which it is notified. This appears in a box towards the front of the *Gazette*. This date is used to calculate the 'date of effect' and 'eligibility for salary on promotion' and to determine when the time for lodging an appeal or requesting a review commences.

#### A. APPEALS

All promotions made under section 83 of the *Public Sector Management Act 1994* are subject to appeal except:

- \* 'non-appealable promotions' which generally are promotions to classifications where the maximum salary of the position is equal to or greater than the minimum salary of a Senior Officer Grade C (these should be identified with a dagger symbol (†) in the 'Promotions' section of the *Gazette*);
- \* promotions made in accordance with the recommendation of a Joint Selection Committee (JSC) established under section 88 of the Act, or the unanimous recommendation of a JSC established under section 89 of the Act; or
- \* promotions made as a result of officers passing certain exams or completing certain training, as defined in section 97 or 98 of the Act.

As a general rule, you may appeal if you were an applicant for promotion to an advertised position that **was not** 'non-appealable'.

#### YOU MAY ALSO APPEAL IF:

- \* the vacancy that has been filled was not advertised and you are eligible for promotion to that position (generally identified by a footnote in the *Gazette*); or
- \* you are an excess officer, the advertised position is at a classification equivalent to or lower than your own and you were an applicant for that position; or
- you applied for the position and you are an officer or former officer of the ACTPS or APS and you are engaged in eligible public employment under the officers' mobility provisions in section 115 of the Act, or you are still covered by the provisions of the repealed Officers' Rights Declaration Act. However, you may only appeal if the position applied for is higher than the last position you held in the ACTPS or APS.

#### YOU CAN NOT APPEAL WHEN:

- \* the position is filled from outside the ACTPS, i.e. an appointment (including filling the position by appointing a temporary employee);
- \* the position is filled by the transfer of an officer already at that or a higher level;
- \* you are not a **permanent** officer of the ACTPS; or
- \* you filling the position would not constitute a promotion (except in the case of excess officers).

Unless you are an excess officer, you can only appeal if the person selected by the department would fill the position on **promotion** and, if successful, you would fill the position on **promotion**.

If you are a promotee, where your promotion is one of a number of promotions at the same level made in a selection exercise, and you feel someone may lodge an appeal against your promotion, you may appeal against all or any of the **other** promotees. These appeals are usually called '**protective appeals**', and are treated the same as other appeals. You must still make sure you are eligible to appeal, and that you can show that you are more efficient than those against whom you have appealed. For further information on eligibility to appeal, contact your departmental Personnel Unit or the Office of the Merit Protection Commissioner (MPC) at the address listed below.

#### ADVICE TO POTENTIAL APPELLANTS

The following procedures will apply to all appeals unless other appeal procedures are in place as part of a Department's Enterprise Bargaining Agreement. Potential appellants should check with the relevant Personnel Unit as to the appeal procedures applying in that particular Department.

#### GROUND OF APPEAL

The only ground of appeal is **greater efficiency**.

#### EFFICIENCY

The Promotion Appeal Committee (PAC) is required to determine the relative efficiency of the parties to an appeal. The definition of efficiency is set out in subsection 85 of the PSMA, which states:

- (2) For the purpose of forming an opinion as to the most efficient of the officers concerned, the Committee shall have regard to:
  - (a) the abilities, qualifications, experience, standard of work performance and personal qualities of each officer, to the extent that the Committee considers that those matters are relevant to the performance of the duties of the office; and
  - (b) if and only if the Chief Executive who made the promotion has indicated that, for the purpose of forming an opinion under section 83, the Chief Executive had regard to the potential of officers for further career developments in the Service, or the ability of officers to perform the duties of other offices in the Department of the same or equal classification-that matter.
- (3) A reference in subsection (2) to the abilities, qualifications, experience, standard of work performance and personal qualities, potential for further career development in the Service, or ability to perform the duties of other offices in a Department is, in relation to an officer who is a returned soldier or who is or has been absent on specified defence service, a reference to the abilities, qualifications, experience, standard

## EMPLOYMENT (Continued)

of work performance, personal qualities, potential for future career development in the Service, or ability to perform the duties of the offices concerned that, in the opinion of the Committee, the officer would have had but for the absence of the officer on active service or on specified defence service.

Normally, the selection criteria used by the department in the selection and by the PAC in the appeal will incorporate the matters referred to in the definition of efficiency to the extent that they are relevant to the duties of the job.

### ADVICE TO POTENTIAL APPELLANTS - PROMOTIONS AND TEMPORARY PERFORMANCE

The following advice applies to appeals against both promotions and temporary performance directions. Before lodging an appeal, you should consider carefully whether you can demonstrate that you are more efficient at doing the job than the person(s) you are appealing against. To help you determine whether you can demonstrate your greater efficiency, it is important that you obtain from the promoting department:

\* available written reports and oral feedback explaining the selection, especially the comparison between you and the promotee. The PAC will consider the appeal only on the basis of who is the **more efficient**. PACs should not be used as a forum to air grievances about how a selection was conducted. If you decide to appeal, you must comply with the following instructions.

### FORM OF APPEAL

The most convenient form of appeal is by use of Form PAC4, available through your Personnel Unit. Alternatively you may write a letter, detailing the following:

- Date of *Gazette*/notice;
- Name of promotee/selectee;
- Department in which promotion/selection made;
- Your full name;
- Your **private** postal address, as well as your work address and telephone number;
- Classification and salary scale of your substantive (i.e. your permanent) ACTPS position (and if you are a former officer or an APS officer or someone working for a statutory authority, details of your former ACTPS position, the current position you hold in the APS or the statutory authority);
- Office/branch and department or agency; and
- AGS number.

Where you intend to appeal against more than one promotion/selection, a separate appeal should be lodged against each one, **unless** all the promotions have been notified in the one *Gazette*, and the positions are all of the same classification and all in the same state, department and branch, in which case, one letter of appeal listing all promotees appealed against will be accepted.

### WHEN TO LODGE APPEALS

Appeals must be received by the Office of the Merit Protection Commission (MPC) at the address below, **by 4.51 p.m. on the 14th day after** the date of notification in the *Gazette*. (In the case of temporary performance appeals, the 14 day deadlines relates to the date on which the direction was first notified in the department.)

Appeals not lodged by the prescribed time **cannot be accepted**. Delays can occur in departmental mail systems, and you are advised to use Australia Post, facsimile, or better still, hand delivery if possible, to be sure of meeting the deadline.

Hearing or speech impaired staff can make inquiries via the TTY telephone located in MPC's Melbourne office, on 1800 812 578 (free call) from anywhere in Australia, but only from another TTY phone. These **must** be clearly marked as "ACTPS appeal – for transfer to the MPC Office in Canberra".

### WHERE TO LODGE APPEALS

**Merit Protection Commissioner, Level 4, Core 1, Wing 2, Edmund Barton Building corner of Kings Avenue and Blackall St, Barton ACT 2600. Tel. (02) 6272 3254, fax (02) 6272 3026.**

### ADVICE TO PROMOTEES AND APPELLANTS

All parties to an appeal are required to submit **written statements** supporting their case, to the MPC, within fourteen (14) days of the close of the appeal period, or by such other date as the MPC may determine.

If a party fails to provide a statement, MPC staff will remind the party or department of this requirement, and may, on request and in exceptional circumstances grant an extension of time. However, the PAC has the discretion to determine the case even if the statement is not provided.

Your statement in support of your case is a significant document in PAC deliberations, and is used to decide whether personal hearings will be necessary. If you fail to make a reasonable case for greater efficiency in your statement, you may find that the PAC proceeds to determine your case without interviews.

As a party to an appeal, you are entitled to access to:

- (i) the departmental statement (which consists of all material sent to the PAC by the promoting department); and
- (ii) the written material submitted by other parties to the appeal which addresses their claims to superior efficiency.

However, you are not entitled to access to the private contact details supplied by any other party as a part of their statement.

The departmental statement will be available for you to see in the promoting department, generally at least seven (7) days before the date scheduled for the appeal hearing. It is up to you to seek access, but the department should advise you (and the other parties) when and where the statement is available for viewing.

## EMPLOYMENT (Continued)

The statements of parties are available at the MPC generally at least seven (7) days prior to the hearing date, and you should telephone the MPC to make an appointment to view them, once you have submitted your own statement. The responsibility for seeking access rests with each party, and PAC hearings will not be deferred if you fail to exercise your right of access. If for very good reason (e.g. geographical distance, illness etc.) you are unable to visit the MPC office, alternative access arrangements may be possible, and you should discuss this with MPC staff. You may take notes, but may not photocopy or retain material.

After reading the statements of the other parties, you may wish to submit a supplementary statement in support of your claims. All supplementary material (including additional referee reports) must reach the MPC at least two (2) working days before any scheduled hearing. It is preferable to submit a supplementary statement (after viewing the statements of other parties) rather than to delay your initial statement, but bear in mind the need to provide access for all parties to all statements prior to any hearing. Unreasonably late supplementary statements may not be accepted.

### CONTENT OF STATEMENTS

You should provide **four** copies of your statement, which should contain the following:

- (a) at the top:
  - (i) PAC reference number;
  - (ii) full name;
  - (iii) both your private and work address and telephone number. If you do not wish this information to be available to other parties it should be included with your statement in a severable sheet which clearly indicates that it is to be kept confidential;
  - (iv) date of permanent appointment; and
  - (v) educational and other qualifications.
- (b) the names and telephone numbers of your supervisor and any other referee(s) (see section below for further advice on who should be nominated);
- (c) a brief outline of your employment history;
- (d) a statement of claims to the position addressing the selection criteria;
- (e) any views you may have about the departmental assessment of you; *and most importantly*;
- (f) **reasons for your claim that you are more efficient than the other party or parties.**

If you feel it is necessary to make any unfavourable comments about a party to the appeal, you should include these comments in your written statement. Parties to an appeal must have an opportunity to comment on any unfavourable observations. You should also note that your statement should not include material that breaches privacy requirements or any similar legislation.

### PAC PROCEDURES

The PAC does not have to interview all or any of the parties to an appeal. Therefore, you should not rely on being granted an interview as the

main opportunity to make your case. You should instead state your case as fully and as openly as possible in your written statement. If a PAC decides that parties are to be interviewed, you will be advised as early as possible of the date and place, usually through the recruitment/personnel area of your department.

Once you have lodged an appeal or are aware an appeal has been lodged against your promotions, you will be considered available for interview at any time. Wherever possible, at least seven-(7) days notice of the interview will be given. As a general rule the PAC will expect you to attend for any interview at the time it determines, and will not delay or reschedule hearings without good reason.

The PAC will determine its procedures according to the circumstances of the case before it, but will normally consider the following:

- (a) the departmental statement;
- (b) the written statements of the parties;
- (c) the cases put to the PAC by the parties at any oral hearing or under any alternative arrangements;
- (d) an assessment of the parties at any hearing before the Committee;
- (e) relevant views expressed by supervisors, referees or other persons contacted; and
- (f) any other written information about a party requested by the MPC from the promoting/selecting department under the Merit Protection (Australian Government Employees) regulations.

At the hearing, you may be asked to clarify points from your statement, to respond to questions which test you against the requirements of the position, and to summarise why you are the more efficient officer. You should use this opportunity to elaborate on the claims in your written statement as to why you believe you are more efficient. Promotees and selectees **must** be prepared to discuss their own efficiency compared with that of the appellant(s). It is not enough to take refuge in the fact that the department chose you in the selection exercise.

If the PAC becomes aware of new material which relates to your work, which is significantly adverse to you, and could affect your success in the appeal adversely, the PAC will inform you of the substance of the material and give you the chance to comment.

If the PAC decides that it needs more information, it may also contact the department, any of the parties to the appeal, or referees or supervisors of the parties.

### SUPERVISORS/REFEREES

As mentioned above, each PAC is free to determine its own procedures, and may or may not feel a need to consult with supervisors, referees, or other people. If you wish the PAC to have regard to the comments of a particular person, it is in your best interests to obtain such comments in writing and submit them with your statement. You should also speak to anyone you intend to nominate as a referee,

## EMPLOYMENT (Continued)

to find out what they will say about you if contacted, and how they rate you against the other party/parties if they know them. The most appropriate person to nominate as your referee is your current supervisor, provided that he/she has supervised you for a reasonable period. Past supervisors are also appropriate if their knowledge of you is reasonably recent. The PAC will also be particularly interested in the views of referees who can give well-founded comments comparing two or more of the parties. You are not limited to nominating your supervisors for referee comments (and indeed you may nominate anyone you wish to) but supervisor's opinions are usually perceived as most useful by PACs.

Additional information on lodging appeals is contained in the MPRA brochure, *Appeals against promotions and temporary performance directions*, which you should be able to obtain from your Personnel section.

### B. REVIEW OF NON-APPEALABLE PROMOTIONS UNDER SECTION 87

An unsuccessful applicant for a non-appealable promotion who believes that the promotion should not stand because there was:

- (a) patronage, favouritism or unlawful discrimination in the making of the promotion (prescribed by section 8 of the PSMA); and/or
  - (b) a serious defect in the selection process (a breach of section 65 of the PSMA),
- may apply to the MPC for a review of that promotion.

A request for review must be made in writing to the Director, MPC, at the address given below and must be received by the end of the 13th day after the day on which the promotion appeared in the *Gazette*.

An applicant must provide the following details:

- \* full name and AGS number;
- \* classification, position number and location of the promotion in question;
- \* date and number of the *Gazette* in which the promotion was notified;
- \* the basis on which the request is made with supporting information.

It is important to provide details to support your claim of patronage, favouritism, unlawful discrimination and/or serious defect in the process. A reasonable time will be allowed, after the lodging of an application for review, for the provision of such documentation. However, the grounds for an application for review are required in the initial application.

Before lodging an application for review of a non-appealable promotion, you should:

- (1) consider carefully the basis on which the application is to be made and your reasons for believing that the promotion should be reviewed; and
- (2) obtain feedback from the convener of the selection advisory committee and discuss your concerns with the delegate who made the promotion.

Note that the review process is not a means by which the merits of applicants for a promotion can be reviewed. It is not comparable with the right of appeal to a PAC. Section 87 provides for a review of a promotion solely on the ground that it would be unreasonable for the promotion to

stand because of a breach of section 8 or a serious defect under section 65, and is **directed at the process and not the merits of the decision**. Additional information on lodging an application for review is contained in the MPC brochure, *Review of non-appealable promotions*, which you should be able to obtain from your Personnel Section.

### WHERE TO LODGE AN APPLICATION FOR REVIEW

Office of the Merit Protection Commissioner  
Level 4, Core 1, Wing 2, Edmund Barton Building,  
cnr Kings Avenue and Blackall Street, Barton  
ACT 2600. Tel. (02) 6272 3254, fax (02) 6272 3026

### CALVARY HOSPITAL INC

#### Medical Services Social Work

#### Emilija Beswick: 747-77496

From: Professional Officer Class 1  
\$29,976 - 42,053  
Department of Education and Community  
Services  
To: Calvary Professional Officer 2  
\$42,986 - 49,378  
Social Work Calvary Hospital ACT Incorporated,  
Canberra (PN. 9008) (18 04/05/00)  
CC: 148-9094-17781

### COMMUNITY & HEALTH SERVICES COMPLAINTS COMMISSIONER

#### Yvonne Kathleen Lee: 259-00080

From: Administrative Service Officer Class 4  
\$36,399-\$39,520  
To: Administrative Service Officer Class 5  
\$40,598-\$43,048  
Community & Health Services Complaints  
Commissioner, Canberra (PN. 29627)  
(17, 27 April, 2000)  
CC: 148-9011-17782

### DEPARTMENT OF HEALTH AND COMMUNITY CARE

#### Population Health Division Health Protection Service Communicable Diseases and Sexual Health

#### Deborah Gallon: 748-78481

From: Administrative Service Officer Class 5,  
\$40598-43048  
ACT Department of Health and Community Care  
To: Administrative Service Officer Class 6,  
\$43846-50366  
Communicable Diseases and Sexual Health, ACT  
Department of Health and Community Care,  
Canberra (PN. 27628) (No. 16, 20/4/00)  
CC: 148-9011-16943



**EMPLOYMENT (Continued)****THE CANBERRA HOSPITAL****Deputy CEO Corporate  
Business and Infrastructure  
Facilities Management****Gerhard Ferlitsh: 259-27865**

From: Facilities Service Officer Level 7  
\$31,568 - \$33,408

The Canberra Hospital

To: Facilities Service Officer Level 8

\$34,317 - \$36,333

Facilities Management The Canberra Hospital,  
Canberra (PN. 21099) (30/3/00)

CC: 148-9010-16875 1381

**Deputy CEO Corporate  
Information Management Group****Cheryl Gaye Fisher: 747-03518**

From: Administrative Service Officer Class 2  
\$28,110-31,171

The Canberra Hospital

To: Administrative Service Officer Class 3

\$32,017-34,554

Information Management Group The Canberra  
Hospital, Canberra (PN. 26434) (20/4/00)

CC: 148-9010-16875 1327

**ACTION****Operations****S J Newman, AGS No 261-30559**

From: Bus Operator, \$40032

Urban Services

To: Transport Officer Grade 3, \$52265

Operations, Urban Services, Canberra,

(Position No A11737) (Gazette No 6,

10 February 2000)

CC: 148-9027-17791

**Operations****T Barnes, AGS No 711-81750**

From: Bus Operator, \$40032

Urban Services

To: Transport Officer Class 3, \$52265

Operations, Urban Services, Canberra

(PN No A11722) (Gazette No 6, 10 February

2000)

CC: 148-9027-17791

**Operations****J. Maselos, AGS No 25653278**

From: Transport Officer Grade 2, \$46881

Urban Services

To: Transport Officer Grade 3, \$52265

Operations, Urban Services, Canberra

(PN.A11728) (Gazette No 6, 10 February 2000)

CC: 148-9027-17791

**Operations****W. Hamilton, AGS No 609-13063**

From: Bus Operator, \$400232

Urban Services

To: Transport Officer Grade 3, \$52265

Operations, Urban Services, Canberra

(PN.A11772) (Gazette No 6, 10 February 2000)

CC: 148-9027-17791

**Operations****B. Parker, AGS No 608-27245**

From: Transport Officer Grade 2, \$46881

Urban Services Transport Officer Grade 3,

\$52265

Operations, Urban Services, Canberra

(PN.A11717) (Gazette No 6, 10 February 2000)

CC: 148-9027-17791

**CHIEF MINISTER'S DEPARTMENT****The InTACT Group****P. Henson 511-30956**

From: APS Level 6 \$43,962-\$49,129p.a

From: Department of Defence

Senior Information Technology Officer Grade C

\$55,514-\$59,857p.a. Manager Computer Centre,

Service Delivery, Chief Minister's Department

(Canberra ), (PN: 14250)

Gazette No: 14(6 April 2000)

Note: This promotion is made as an

appointment under section 115 of the Public

Sector Management Act 1994 and is a deemed

promotion.

CC: 148-9043-17177

**DEPARTMENT OF EDUCATION AND  
COMMUNITY SERVICES****Education and Training Division****Schools Program Branch****Year 11/12 Assessment and Certification  
Section****Lynda Toms: 027-69534**

From: Teacher Level 1 \$32415-49186

Department of Education and Community

Services

To: † Teacher Level 2 \$52456-54390

Year 11/12 Assessment and Certification

Section, Department of Education and

Community Services,

Canberra (PN. 2160) (PS 7, 17 February 2000)

CC: 148-9013-16917

**Education and Training Division****School Programs Branch****Assessment and Reporting Section****Diane Ballantyne: 706-15764**

From: Teacher Level 1 \$32415-49186

Department of Education and Community

Services

To: † Teacher Level 2 \$52456-54390

Assessment and Reporting Section, Department

of Education and Community Services,

Canberra (PN. 2015) (PS 9, 2 March 2000)

CC: 148-9013-16917

## EMPLOYMENT (Continued)

**Education and Training Division  
School Programs Branch  
Assessment and Reporting Section**

**Leigh Derigo: 333-48847**

From: Teacher Level 1 \$42415-49186  
Department of Education and Community Services  
To: † Teacher Level 2 \$52456-54390  
Assessment and Reporting Section, Department of Education and Community Services, Canberra (PN. 2010) (PS 9, 2 March 2000)  
CC: 148-9013-16917

**Children's Youth and Family Services  
Family Services Bureau  
Substitute Care Services**

**Elizabeth Tuck: 607-95044**

From: Professional Officer Class 2 \$43846-50366 Department of Education and Community Services  
To: † Senior Professional Officer Grade C \$55514-59857 Substitute Care Services, Department of Education and Community Services, Canberra (PN. 11512) (PS 13, 30 March 2000)  
CC: 148-9013-16917

**CANBERRA INSTITUTE OF TECHNOLOGY**

**Division of Corporate Services  
Academic Records**

**Bradley John Imhoff: 735-63808**

From: Administrative Service Officer Class 3 \$32017-\$34554  
Canberra Institute of Technology  
To: Administrative Service Officer Class 5 \$39802-\$42204  
Academic Records Unit Canberra Institute of Technology, Canberra (PN. 54022) (Gazette No.)  
CC: 148-9024-17904

**Division of Corporate Services  
Human Resource Management Unit  
Personnel and Recruitment**

**Barbara Makin: 337-48349**

From: Administrative Service Officer Class 5 \$40598-\$43048  
Department of Education and Community Services  
To: Administrative Service Officer Class 6 \$42986-\$49378  
Personnel and Recruitment Canberra Institute of Technology, Canberra (PN. 54062) (Gazette No.25.11.99) CC: 148-9024-17904

**DEPARTMENT OF URBAN SERVICES**

In accordance with current Urban Services E.B.A provisions, appeals against Urban Service promotions must be lodged at the personnel counter on Level 1 Annexe Macarthur House, 12 Wattle Street Lyneham by close of business on the 7<sup>th</sup> day after notification in the Gazette.

**ACT Housing  
Housing Services Group  
Customer Services Section**

**M. Charlton: AGS No 60812510**

From: Enrolled Nurse \$29,497-\$31,656 Health and Community Care Services  
To: Administrative Service Officer Class 4 \$36,399-\$39,520  
Customer Services Section Urban Services, Canberra (PN. 11036) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable.  
CC: 148-9021 16944

**M. R. Stevens: AGS No 757-50121**

From: Administrative Service Officer Class 3 \$32,657-\$35,245 Urban Services  
To: Administrative Service Officer Class 4 \$36,399-\$39,520  
Customer Services Section Urban Services, Canberra (PN. 3533) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable.  
CC: 148-9021 16944

**P. Andrews: AGS No 537-05266**

From: Administrative Service Officer Class 3 \$32,637-\$35,245 Urban Services  
To: Administrative Service Officer Class 4 \$36,399-\$39,520  
Customer Services Section Urban Services, Canberra (PN. 3530) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable.  
CC: 148-9021 16944

**J. M. Black: AGS No 752-00082**

From: Administrative Service Officer Class 3 \$32,657-\$35,245 Urban Services  
To: Administrative Service Officer Class 4 \$36,399-\$39,520  
Customer Services Section Urban Services, Canberra (PN. 3426) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable.  
CC: 148-9021 16944

## EMPLOYMENT (Continued)

**R. E. Morse: AGS No 259-77942**

From: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Urban Services  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 3529) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

**R. G. Priest: AGS No 748-53321**

From: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Urban Services  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 3406) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

**M. D. Mylek: AGS No 751-12218**

From: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Urban Services  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 3408) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

**M. Aitken: AGS No 261-50314**

From: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Urban Services  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 3417) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

**W. Bradley: AGS No 748-53305**

From: Administrative Service Officer Class 3  
 \$32,657-\$36,245  
 Urban Services  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 3402) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

**G. R. Johnson: AGS No 705-34059**

From: Administrative Service Officer Class 3  
 \$32,657-\$36,245  
 Urban Services  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 10907) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

**R. J. McTaggart: AGS No 748-53276**

From: Administrative Service Class 3  
 \$32,657-\$36,245  
 Urban Services  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 3368) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

**E. L. Burn: AGS No 747-84266**

From: Administrative Service Officer Class 2  
 \$28,110-\$31,171  
 Department of Justice and Community Safety  
 To: Administrative Service Officer Class 4  
 \$36,399-\$39,520  
 Customer Services Section Urban Services,  
 Canberra (PN. 11443) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several.  
 This promotion was made by a unanimous  
 decision of an internal Joint Selection  
 Committee established in accordance with  
 current EBA provisions and is not appellable.  
 CC: 148-9021 16944

## EMPLOYMENT (Continued)

**C. M. Somes: AGS No 527-37776**

From: Administrative Service Officer Class 1  
 \$15,200-\$27,999  
 Urban Services  
 To: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Customer Services Section Urban Services,  
 Canberra (PN. 11449) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable. CC: 148-9021 16944

**T. M Napier: AGS No 710-40915**

From: Administrative Service Officer Class 2  
 \$28,672-\$31,794  
 Urban Services  
 To: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Customer Services Section Urban Services,  
 Canberra (PN. 3459) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable. CC: 148-9021 16944

**S. J Allan: AGS No 261-53224**

From: Administrative Service Officer Class 2  
 \$28,672-\$31,794  
 Health and Community Care Services  
 To: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Customer Services Section Urban Services,  
 Canberra (PN. 3427) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable. CC: 148-9021 16944

**S. L Thompson: AGS No 607-93022**

From: Administrative Service Officer Class 2  
 \$28,672-\$31,794  
 Health and Community Care Services  
 To: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Customer Services Section Urban Services,  
 Canberra (PN. 11942) Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable. CC: 148-9021 16944

**B. N. Rajasingham: AGS No 740-97394**

From: Administrative Service Officer Class 2  
 \$28,672-\$31,794  
 Health and Community Care Services  
 To: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Customer Services Section Urban Services,  
 Canberra (PN. 10096) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable. CC: 148-9021 16944

**N. R. Rajasingham: AGS No 527-78412**

From: Administrative Service Officer Class 2  
 \$28,672-\$31,794  
 Urban Services  
 To: Administrative Service Officer Class 3  
 \$32,657-\$35,245  
 Customer Services Section Urban Services,  
 Canberra (PN. 3460) (Gazette No. 8, 24/2/2000)

Note: This position was advertised as several. This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appellable. CC: 148-9021 16944

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## Retirements and dismissals

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### DEPARTMENT OF URBAN SERVICES

*Section 143 Public Sector Management Act:*  
 Alan Hugh Crawley, Senior Professional Officer  
 Grade A, 24/5/2000  
 CC: 148-9028 17030

*Section 143 Public Sector Management Act:*  
 Georgina May Pinkas, Senior Officer Grade B,  
 25/5/2000  
 CC: 148-9020 17450

*Section 143 Public Sector Management Act:*  
 Lindsay William Evan Smith, Technical Officer  
 Grade 3, 17/5/2000  
 CC: 148-9020 17450

*Section 143 Public Sector Management Act:*  
 Jean Pierre Forceville, General Service Officer  
 Level 3, 24/5/2000  
 CC: 148-9015 17777

*Section 143 Public Sector Management Act:*  
 Joseph Fekete, Administrative Service Officer  
 Class 5, 26/5/2000  
 CC: 148-9020 17776

**EMPLOYMENT (Continued)****ACT Public Service Index of addresses**

- |    |   |
|----|---|
| 36 | Recruitment/Executive Officer<br>Community and Health Services<br>Complaints Commissioner's Office, GPO<br>Box 1321, Canberra ACT 2601. |
| 05 | The Recruitment Officer, Director of<br>Public Prosecutions, GPO Box 595,<br>Canberra ACT 2601  |
| 06 | Recruitment Officer, Chief Minister's<br>Department, GPO Box 158, Level 3,<br>Canberra Nara Centre, Canberra ACT<br>2601                |
| 07 | Recruitment Officer, Calvary Public<br>Hospital. PO Box 254, Jamison Centre,<br>ACT 2614  |
| 08 | Personnel Manager, ACTION, PO Box<br>1155, Tuggeranong, ACT 2901  |
| 09 | Personnel Officer, Totalcare, PO Box 56,<br>Mitchell ACT 2911   |
| 11 | The Recruitment Officer, Canberra<br>Institute of Technology, GPO Box 826,<br>Canberra City ACT 2601                                    |
| 12 | Customer Service Supervisor,<br>Department of Education and<br>Community Services, PO Box 1584,<br>Tuggeranong ACT 2901                 |
| 13 | Recruitment Officer, Administrative<br>Branch, Emergency Services Bureau,<br>PO Box 104, Curtin ACT 2605                                |
| 16 | Human Resource Management Unit,<br>The Canberra Hospital, PO Box 11,<br>Woden ACT 2606  |
| 17 | Resource Advisor, Business Services<br>Bureau, Department of Health and<br>Community Care, PO<br>Box 11, Woden ACT 2606                 |
| 18 | The Administrative Officer, Legislative<br>Assembly for the ACT, GPO Box 1020,<br>Canberra ACT 2601                                     |
| 20 | Administrative Officer, Health Protection<br>Service, Locked Bag 5, Weston Creek<br>ACT 2611  |
| 21 | Recruitment Officer, ACT Community<br>Care, GPO Box 825, Canberra City ACT<br>2601  |
| 23 | Administrative Officer, Central Office,<br>Department of Health and Community<br>Care, GPO Box 825, Canberra City ACT<br>2601           |
| 28 | Recruitment Officer, Human Services<br>Unit, Department of Justice and<br>Community Safety, PO Box 921, Civic<br>Square ACT 2608        |
| 30 | The Secretary, Milk Authority of the ACT,<br>GPO Box 1110, Canberra ACT 2601  |
| 31 | The Recruitment Officer, Auditor-<br>General's Office ACT, PO Box 275<br>Civic Square ACT 2608  |
| 32 | Canberra Theatre Trust, PO Box 226,<br>Civic Square ACT 2608  |
| 34 | Applications Officer, Urban Services,<br>GPO Box 158, Canberra ACT 2601   |
| 35 | Recruitment Officer, Department of<br>Treasury and Infrastructure, GPO Box<br>158, Canberra ACT 2601.                                   |

## GOVERNMENT NOTICES

### NOTIFICATION OF THE MAKING OF AN INSTRUMENT

NOTICE is hereby given that the undermentioned Instruments of the Australian Capital Territory have been made. Copies of the Instruments may be purchased from Publishing Services, Legislation and Sales Counter, ACT Government Shopfront, Corner of City Walk and East Row Canberra City ACT 2601.

Act under which Instrument made	Description of Instrument	Number and year of Instrument
<i>Motor Omnibus Services Act 1955</i>	Determination of Charges.	No. 181 of 2000
<i>Canberra Tourism and Events Corporation Act 1997</i>	Appointment of Geoffrey Applebee as a Member of the Canberra Tourism and Events Corporation (CTEC) Board.	No. 182 of 2000
<i>Road Transport (Offences) Regulations 2000</i>	Declaration of Declared Holiday Periods  (1) From the first moment of Friday 9 June 2000 to the last moment of Monday 12 June 2000 (inclusive);  (2) From the first moment of Friday 29 September 2000 to the last moment of Monday 2 October 2000 (inclusive); and  (3) From the first moment of Friday 22 December 2000 to the last moment of Tuesday 26 December 2000 (inclusive).	No. 183 of 2000

**GOVERNMENT NOTICES (Continued)****NOTIFICATION OF THE MAKING OF SUPREME COURT RULES**

NOTICE is hereby given that the undermentioned Supreme Court Rules have been made. Copies of the Supreme Court Rules may be purchased from Publishing Services, Legislation and Sales Counter, ACT Government Shopfront, Corner of City Walk and East Row, Canberra City ACT 2601.

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<b>Act under which Supreme Court Rules made</b>	<b>Description of Supreme Court Rules</b>	<b>Number and year of Supreme Court Rule</b>
<i>Supreme Court Act 1933</i>	Supreme Court Rules Amendment	No. 24 of 2000

## **GOVERNMENT NOTICES (Continued)**



### **AUSTRALIAN CAPITAL TERRITORY**

### **MOTOR OMNIBUS SERVICES ACT 1955**

### **DETERMINATION OF CONCESSIONS FOR TRAVEL ON A MOTOR OMNIBUS**

Under section 4BA of the Motor Omnibus Services Act 1955 (hereafter the Act), I specify that the holder of a card or document of a class specified in the Schedule shall be entitled to travel on a motor omnibus at the charge specified in the Determination under section 4 of the Act for that class of card or document.

Dated this 25 day of May 2000.

***Brendan Michael Smyth***  
Minister for Urban Services



## GOVERNMENT NOTICES (Continued)

### PAGE ONE TO SCHEDULE TO DETERMINATION OF CONCESSIONS

#### CONCESSION CARDS

#### CATEGORIES ELIGIBLE FOR SCHOOL CONCESSION FARES

“**student group member**” means a person who is:

- (i) an immigrant student - means a full time student, other than a school student, attending a course of instruction that is an approved course of instruction within the meaning of the *Immigration (Education) Act 1971* of the Commonwealth and has been issued with an identity card by the education institution;
- (ii) a primary, secondary or college school student;
- (iii) a full time tertiary student - means a person, other than a person who is a member of the Defence Force, who is a full time student attending a course of study or instruction at a tertiary education institution and has an identity card issued by that education institution;
- (iv) a person determined by the Territory a student group member;
- (v) Student Eligible for Concession All Zone Term Ticket - means a student who travels more than one zone to attend the school they have been attending since at least the beginning of Term 1 1999 and whose parent/guardian is in receipt of more than the minimum Commonwealth Family Allowance payment; and

who possesses and produces to the driver or an inspector, written evidence, identifying the person as such a person.

#### CATEGORIES ELIGIBLE FOR CONCESSION FARES

“**Pensioner/Beneficiary Group Member**” means a person who is the holder of a card issued by Centrelink or the Department of Veterans’ Affairs commonly known as a “Pensioner Concession Card” or “Health Care Card” and including the following categories of pension and allowance types:

- Age Pension
  - Bereavement Allowance
  - Carer Payment
  - Disability Support Pension
  - Mature Age Allowance
  - Mature Age Partner Allowance
  - Newstart Mature Age Allowance
  - Newstart
  - Partner Allowance
  - Parenting Payment (Single)
  - Parenting Payment (Partnered);
  - Special Benefit
  - Sickness Allowance
  - Wife Pension (age)
  - Wife Pension (Disability Support Pension)
  - Wife Pension (Disability Wage Supplement)
  - Widow Pension
  - Widow Allowance
  - Youth Allowance
- **Incappeditated returned veteran** - means a person to whom a pension is payable, under part II or IV of the *Veterans’ Entitlements Act 1986* of the Commonwealth, at the maximum general rate under section 22 of that Act or a higher rate;

## GOVERNMENT NOTICES (Continued)

- **War or defence widow** - means a person entitled to a War Widow Gold Card issued by the Commonwealth Department of Veterans' Affairs, other than a World War I veteran's spouse;

**“Senior”** - means a person who is an ACT resident, has attained the age of 60 years and has been issued with a Senior's Card by the ACT Government;

**Ticket-holder** - means a person who has purchased a ticket in accordance with an arrangement made by the Minister under section 4B of the *Motor Omnibus Services Act 1955* and who produces, or tenders, that ticket to the driver, and if so required by an inspector to the inspector; and

who possesses and produces to the driver or an inspector, written evidence identifying the person as such a person;

### CATEGORIES ELIGIBLE FOR FREE TRAVEL

**Totally and permanently incapacitated returned veteran** - means a person to whom a pension is payable under the *Veterans' Entitlements Act 1986* of the Commonwealth in accordance with section 24 or any of the first 6 items of the table in section 27 of that Act;

**“World War I Veteran”** means:

- (a) a member of the Forces within the meaning of section 23 of the Repatriation Act;
- (b) a person who was a member of the Forces of a Commonwealth country within the meaning of Division 5A of the Repatriation Act whose service in a theatre of war for the purposes of that Division occurred during the war that commenced on 4 August 1914;
- (c) a person who was a member of the Forces of an allied country within the meaning of Division 5B of the Repatriation Act, whose service in a theatre of war for the purposes of that Division occurred during the war that commenced on 4 August 1914;

**“World War I Veteran's spouse”** means a person who:

- (a) was at the time of the veteran's death, the veteran's spouse; or
- (b) is, or was, at the time of the veteran's death, living with the veteran as the veteran's spouse on a permanent and bona fide basis although not legally married to the veteran.

**“Blind person”** means a person who is totally blind or seriously visually impaired;

**“Exempt person”** means:

- (a) a person who has not attained the age of five years, is not occupying a seat in the omnibus and is in the care and custody of a person apparently over the age of eight years, who assures the driver or inspector that the first mentioned person has not attained the age of five years;
- (b) a person who is a member of the Australian Federal Police, or a person employed by ACTION and who is in uniform or holds written evidence, of a kind approved by the Executive Director, ACTION, identifying him or her as such a person; or
- (c) a person wearing or displaying war service medals on the 25th day of April in any year;

**GOVERNMENT NOTICES (Continued)****THE CANBERRA HOSPITAL****HUMAN RESOURCES MANAGEMENT UNIT****APPOINTMENT OF CONSULTANTS**

I, Doug Jackman, Director of Human Resource Management Unit, The Canberra Hospital, hereby appoint the following consultants:

<b>Consultant</b>	<b>Purpose</b>	<b>Fee</b>	<b>Timing</b>	<b>Contract</b>
Ernst and Young	FBT Reporting: Undertake the collection, valuation and reporting of the taxable value of fringe benefits on an individual employee basis.	40,000.00	mid April to mid June 2000	Signed by Deputy Chief Executive, Corporate, mid April 2000
Alchemy Management Solutions	HRM Strategic Planning: To assist in the development and drafting a new HRM Strategic Plan for The Canberra Hospital.	20,000.00	May to mid July 2000	Signed by Deputy Chief Executive, Corporate, mid April 2000

Dated this 30<sup>th</sup> day of May 2000

**DOUG JACKMAN**  
*Director*

**GOVERNMENT NOTICES (Continued)****AUSTRALIAN CAPITAL TERRITORY*****LAND (PLANNING AND ENVIRONMENT) ACT 1991*****NOTICE**

The ACT Executive, pursuant to paragraph 26(1)(a) of the *Land (Planning and Environment) Act 1991*:

- **approved on 26 April 2000 Variation to the Territory Plan No.113 entitled Kingston Foreshore.**

In accordance with subsection 29(1) of the *Land (Planning and Environment) Act 1991*:

- Plan Variation No.113 was tabled before the Legislative Assembly and had not been disallowed or deemed to be disallowed as at 25 May 2000.

Now therefore pursuant to subsection 29(6) of the *Land (Planning and Environment) Act 1991*, I specify that the date of commencement of Variation No.113 to the Territory Plan will be 8 June 2000.

Copies of Variation No.113 to the Territory Plan:

- are available for inspection at libraries of the ACT Government Library Service at Belconnen, Civic, Dickson, Erindale, Kingston, Kippax, Tuggeranong and Woden during normal opening hours;
- are available free of charge at the Shopfront, Dame Pattie Menzies House, 16 Challis Street, Dickson during normal office hours; and
- are available for inspection on the PALM Website at:  
**<http://www.palm.act.gov.au/tplan>**

Brendan Smyth

Minister for Urban Services

