



Australian Capital Territory

Gazette

No. 34, Thursday 23 August, 2001

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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.

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

Purchasing and Disposal Codes may be accessed on the ACT Government Website: www.publishing.act.gov.au/pub/gazette/p&d.pdf. Alternatively, you may obtain a hard copy listing by contacting the gazette office.

Private Notices

The fee for a private notice is as follows:

- minimum charge \$1.10 per word or \$110.00 whichever is the greater.

Cheques are to be made payable to 'Publishing Services' and are to be forwarded to the Gazette office with a copy of the notice (Either on a PC formatted disk in WORD, or if the notice has already been emailed, a hard copy of the notice) and Gazette Request Form. Payment can be made by EFTPOS (Bankcard, Visa or Mastercard) by telephoning the Gazette Office. Payment must be received before gazettal can proceed.

Purchasing and Subscriptions

Copies of the ACT Government Gazette may be purchased at a cost of \$5.50 (or \$2.20 for a Special Gazette) from the ACT Government shopfront, Legislation/Gazette sales counter, Ground Floor, FAI House, Corner of London Circuit and Akuna Street, Canberra City. Subscriptions to the Gazette maybe arranged through the Gazette Office at a price of \$420.00 (1 July 2000 - 30 June 2001) or part thereof, including postage. Refunds will not be given for cancellations. Claims for missing items will be recognised as valid if lodged within 28 days of publication.

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EMPLOYMENT

ACT Public Service

Executive Contracts

Appointments

THE CANBERRA HOSPITAL

Gordon Lee Koo
Deputy Chief Executive
Operations (E230)
Section 72 Public Sector Management Act 1994

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Canberra Institute of Technology

Aidan O'Leary
General Manager
Corporate Services (E228)
Section 72 Public Sector Management Act 1994

Terminations

Note: The following Executives have been issued with new contracts. The initial contracts have been terminated in accordance with the provisions of Section 73 of the Public Sector Management Act 1994.

THE CANBERRA HOSPITAL

Gordon Lee Koo
Deputy Chief Executive
Corporate (E178)
25.6.01

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Canberra Institute of Technology

Aidan O'Leary
General Manager
Corporate Services (E079)
30.4.01

General Information

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:

- 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.

Vacancies

DEPARTMENT OF HEALTH, HOUSING AND COMMUNITY CARE

Applicants should note that Duty Statements, Selection Criteria and Application Packages

EMPLOYMENT (Continued)

including Referee Proformas are available on the Departments website at <http://www.health.act.gov.au/employment/index.html>.

**Population Health Division
Health Protection Service
Environmental Health**

Senior Professional Officer Grade B,
\$67,576 - \$76,073, Canberra (PN. 23787)
Closing date: 7 September 2001

Duties: Are you an enthusiastic career-minded professional who enjoys challenges? Do you care about public health? Can you provide high quality leadership to a committed team? Would you like to work within the very unique environment of the ACT, where traditional 'local government' environmental health functions and State functions are carried out by one Unit? Yes? Then a career within the ACT Department of Health, Housing and Community Care's Environmental Health Section may be right for you!

We are seeking a dynamic, high calibre and experienced senior manager to provide quality leadership to a committed Environmental Health team.

Eligibility/other requirements: The position is open to applicants with senior management experience, who hold an Australian Institute of Environmental Health accredited Bachelor Degree majoring in Environmental Health or a current Certificate of Professional Recognition issued by the Australian Institute of Environmental Health.

Contact Officer: Mr John Woollard
(02) 6205 1722

Selection documentation may be obtained from Ms Cathie McIntosh (02) 6205 1722

Apply: 20

CC: 148-9011-16889

THE CANBERRA HOSPITAL

Mental Health Services

Senior Professional Officer Grade B – Manager,
Territory Wide Services \$65,794 - \$74,067
(PN. 26265)

Closing date: 13 September 2001 (3 week close)

Duties: As a member of the Mental Health Executive, provide leadership and direction to the Service; provide expert input to the strategic planning processes and organisational activities of the Service; provide leadership and direction to a number of territory-wide services including:

- Forensic Services;
- Older Persons Mental Health Services;
- Neuropsychology Services;
- Eating Disorders

Eligibility/other requirements: Tertiary qualifications or equivalent in Psychology, Social Work, Mental Health Nursing or Occupational Therapy, with current ACT registration where applicable, and/or eligibility for membership of the appropriate professional organisation.

Note: The successful applicant will be offered an Australian Workplace Agreement, which will provide a highly competitive remuneration package, commensurate with the importance of the position and the calibre of the person

sought. This will include full salary packaging benefits and a generously funded Superannuation Scheme. People from culturally and linguistically diverse backgrounds are encouraged to apply.

Contact Officers: Brian Jacobs (02) 6244 3853 or Richard Clarke (02) 6244 3860

Selection documentation may be obtained from the Human Resource Management Group (02) 6244 3580

Apply: 16

CC: (2222)

Mental Health Services

Senior Professional Officer Grade B – Manager,
Regional Services \$65,794 - \$74,067
(PN. 25981)

Closing date: 13 September 2001 (3 week close)

Duties: As a member of the Mental Health Executive, provide leadership and direction to the Service; provide expert input to the strategic planning processes and organisational activities of the Service; provide direction and leadership to a multi-disciplinary team, providing a range of community adult psychiatric services within an integrated, comprehensive mental health service.

Eligibility/other requirements: Tertiary qualifications or equivalent in Psychology, Social Work, Mental Health Nursing or Occupational Therapy, with current ACT registration where applicable, and/or eligibility for membership of the appropriate professional organisation.

Note: The successful applicant will be offered an Australian Workplace Agreement, which will provide a highly competitive remuneration package, commensurate with the importance of the position and the calibre of the person sought. This will include full salary packaging benefits and a generously funded

Superannuation Scheme. People from culturally and linguistically diverse backgrounds are encouraged to apply.

Contact Officers: Brian Jacobs (02) 6244 3853 or Richard Clarke (02) 6244 3860

Selection documentation may be obtained from the Human Resource Management Group (02) 6244 3580

Apply: 16

CC: (2232)

Mental Health Services

Senior Professional Officer Grade B – Manager,
Bed-Based Services \$65,794 - \$74,067
(PN. 21281)

Closing date: 13 September 2001 (3 week close)

Duties: As a member of the Mental Health Executive, provide leadership and direction to the Service; provide expert input to the strategic planning processes and organisational activities of the Service; provide direction and leadership to a multi-disciplinary team, providing a range of in-patient, and community bed-based services, within an integrated, comprehensive mental health service.

Eligibility/other requirements: Tertiary qualifications or equivalent in Psychology, Social Work, Mental Health Nursing or Occupational Therapy, with current ACT registration where applicable, and/or eligibility

EMPLOYMENT (Continued)

for membership of the appropriate professional organisation.

Note: The successful applicant will be offered an Australian Workplace Agreement, which will provide a highly competitive remuneration package, commensurate with the importance of the position and the calibre of the person sought. This will include full salary packaging benefits and a generously funded Superannuation Scheme. People from culturally and linguistically diverse backgrounds are encouraged to apply.

Contact Officers: Brian Jacobs (02) 6244 3853 or Richard Clarke (02) 6244 3860

Selection documentation may be obtained from the Human Resource Management Group (02) 6244 3580

Apply: 16

CC: (2227)

The Canberra Hospital

Quality Improvement Unit

Administrative Service Officer Class 6

\$43,980 - \$50,520, Canberra (PN. 21701)

Salary Packaging with fringe benefits tax-free threshold up to \$8,755 is available. Employees can also package beyond the FBT-free threshold up to 30% of gross salary on non-FBT items

Closing date: 6 September 2001

Duties: Assist in the coordination and ongoing review of Clinical Services and General Administration hospital wide policies and procedures, and facilitate policy development as required; maintain the Intranet site for The Canberra Hospital Clinical Services and General Administration Policies and Procedures Manuals; assist with the coordination of the Australian Council on Healthcare Standards (ACHS) Evaluation and Quality Improvement Program (EQuIP); coordinate and / or collect and distribute performance indicator data (clinical and non clinical) for The Canberra Hospital.

Note: Applicants may be shortlisted on the basis of written applications and referee reports only, which should address the selection criteria; people from culturally and linguistically diverse backgrounds are encouraged to apply.

Contact Officer: Leonie Fisher (02) 6244 2039

Selection documentation may be obtained from the Human Resource Management Group (02) 6244 3580

Apply: 16

CC: (1113)

Canberra Clinical School

Research Secretariat

Senior Officer Grade B – Research Manager

\$65,794 - \$74,067, Canberra (PN. 29037)

Salary Packaging with fringe benefits tax-free threshold up to \$8,755 is available. Employees can also package beyond the FBT-free threshold up to 30% of gross salary on non-FBT items.

Closing date: 6 September 2001

Duties: The successful applicant will manage research, including infrastructure funds, external grants, collection of research data, preparation and publication of research reports and generally facilitate the activities of those who are actively engaged in research at The

Canberra Hospital; and will serve as the interface between research workers and the corporate structures of the organisation.

Eligibility/other requirements: Possession of a higher degree and previous experience in biomedical research will be a distinct advantage.

Contact Officer: Professor Paul Gatenby Ph: (02) 6244 3649 Fax: (02) 6244 4105

[email: paul.gatenby@act.gov.au](mailto:paul.gatenby@act.gov.au)

Selection documentation may be obtained from the Human Resource Management Group Ph: (02) 6244 3580

Apply: 16

CC: (1514)

Nursing Branch

Corporate Section

Registered Nurse Level 3 (After-Hours Clinical Nurse Consultant) \$48,200 - \$51,307, Canberra (PN. 26333 & 26355)

Closing date: 6 September 2001

Duties: Responsible to provide after-hours clinical support service to hospital staff, patients and their carers. Provide leadership in the coordination and planning of care to patients with complex and specialised care needs. Promote and provide an agreed standard of clinical nursing practice in conjunction with the health care team members. In conjunction with care and providers, provide clinical information and update on policies and procedures that affect patient care outcomes. Participate in staff orientation and promote ongoing professional development opportunities for nursing staff in an assessment and advisory capacity. Eligibility/other requirements: Registered as a General Nurse with the ACT Nurses Registration Board. Minimum of five years recent post registration experience including demonstrated competency in clinical nursing practice. Holds or is working towards an appropriate post basic qualification.

Note: PN 26333 is a permanent vacancy. PN 26355 is a temporary vacancy available until the return of the nominal occupant. Both positions are part-time on 28 hours per week rotating Evening and Night duty.

Contact Officer: Chin Wong, ADON, NIMS Unit (02) 6244 2419

Selection documentation may be obtained from Human Resource Management Group (02) 6244 2257

Apply: 16

CC: 1213

Nursing Branch

Corporate Section

Registered Nurse Level 3 (Shift Coordinator)

\$48,200 - \$51,307 plus shift and responsibilities allowance, Canberra (PN. 24727, 24728, 24729, 24733 & 24735)

Closing date: 6 September 2001

Duties: This position is responsible for the promotion and monitoring of effective and efficient utilisation of human and material resources in line with organisational goals and objectives. The duties include effective management of staff allocation to achieve quality patient care within a budgetary framework; utilisation of nursing information

EMPLOYMENT (Continued)

management systems to optimise staffing and patient care outcomes; liaise with relevant members of the health team to coordinate after-hours clinical services to achieve agreed standards of patient care outcomes; participate in staff orientation and promote ongoing professional development opportunities for nursing staff in an assessment and advisory capacity. Implement and coordinate policies and processes in accordance with the objectives and values of the organisation.

Eligibility/other requirements: Registered as a General Nurse with the ACT Nurses Registration Board. Minimum of five years recent post registration experience with demonstrated competency relevant to the position. Holds or is working towards an appropriate post basic qualification.
 Note: PN 24727 & 24728 are permanent vacancies. PN 24729, 24733 & 24735 are temporary vacancies available until the return of the nominal occupant. All positions are part-time on a 28 per week rotating roster.
 Contact Officer: Chin Wong, ADON, NIMS Unit (02) 6244 2419
 Selection documentation may be obtained from Human Resource Management Group (02) 6244 2257
 Apply: 16
 CC: 1213

ACT COMMUNITY CARE

Integrated Health Care Program Director and Support Finance Manager

Senior Professional Officer Grade C
 \$55,850 - \$60,219, Canberra (PN 28894 temporary vacancy)
 Salary packaging with FBT exemption under PBI conditions is available
 Closing date: 6 September 2001
 Duties: ACT Community Care's Integrated Health Care Program is looking for an experienced, self motivated and well organised Finance Manager. The successful applicant will be expected to have accrual accounting experience and will be responsible for facilitating effective financial management throughout the Program by providing informative reports and financial advice to the management team.
 Duties include:

- Developing and monitoring budgets.
- Monthly financial reporting and processing functions
- Managing the Program's accounts receivable function
- Implementing financial procedures and guidelines
- Overseeing the Program's purchasing function
- Managing a Central Administrative Team

Eligibility/other requirement: Qualifications in accounting highly desirable.
 Note: Temporary vacancy for 12 months.
 Contact Officer: Debbie Kirchner (02) 6205 1184
 Selection documentation may be obtained from Dora Koripas (02) 6205 1357
 Apply: 21
 CC: 148-9009-17798

Disability Program Disability Support Officer Level 1 Permanent Full Time, Part time & Casual Positions

**(\$27,794 - \$28,907pa)
 (Penalty payments increase the base income, salary will be pro rata on hours worked)**
 Do you want an interesting and stimulating career? By becoming a Disability Support Officer you can provide direct day to day support to people with a wide range of disabilities. Opportunities exist for you to work with both adults and children with disabilities. To be successful you will need to demonstrate your understanding of and ability to promote the valued status of people with disabilities. You will also need to have respect for the individual rights and dignity of people with a disability. If you can demonstrate that you have experience in a similar role or that you have the potential to develop relevant skills, you will be considered for appointment.
 Note: These positions are located in Canberra. A current First Aid Level 1 Certificate and current driver's licence are essential.
To obtain an Application Kit please phone (02) 6205 0971 or it may be downloaded from www.communitycare.act.gov.au/employment/index.html
 Applications Close: 7 September 2001
 Apply: 21
 CC 148-9009-16861

Integrated Health Care Program Regional Manager

Senior Professional Officer Grade C
 \$55,850 - \$60,219 or Registered Nurse Level 4.2 \$61,040, Canberra (PN. 28557)
 Salary packaging with FBT exemption under PBI conditions is available
 Closing date: 6 September 2001
 The Integrated Health Care Program is seeking applications from suitably qualified professionals to fill the vacancy for Regional Manager for the Central Team. The regional team manager will be required to manage and lead a multi-disciplinary team within a community health environment. Applicants should have demonstrated experience in efficient health service management including financial and human resources, demonstrated leadership abilities and a sound understanding of health systems delivering quality health and support services.
 Eligibility/other requirements: Registered or eligible for registration for Registered Nurse or hold relevant allied health professional qualification.
 Note: The position is to be filled at either SPOG C or RN 4.2 level.
 Contact Officer: Debbie Booth (02) 6205 2101
 Selection documentation may be obtained from Dora Koripas (02) 6205 1357
 Apply: 21
 CC: 148-9009-17798

EMPLOYMENT (Continued)**CHIEF MINISTER'S DEPARTMENT****Public Sector Management Group****Strategic HR****Senior Officer Grade C (PN: 55503 & 55504)****Salary Range:** \$57,191 - \$61,666p.a**Applications close on: 6 September 2001**

Duties: The Public Sector Management Group develops and maintains a policy framework to support a professional, responsive, and accountable ACT Public Service. The Group also supports the statutory role of the Commissioner for Public Administration. Policy activities cover a wide range of issues across strategic HR; public service employment legislation; workplace relations; accountability and ethics; anti corruption; and Executive employment. The Group is involved in a major initiative of public service renewal –related projects cover a workforce planning framework; review of the *Public Sector Management Act 1994*; Executive development and leadership; and service wide strategies in training development.

Contacts/Selection Documentation: Gary Champion (02) 6207 7800 or Jan Weir (02) 6207 6502

and is also available from

www.act.gov.au/recruitment/cmdindex.asp

Please note that applications will not be acknowledged.

Apply: 06 or via email:

recruitment.officer@act.gov.au

CC: 148-9031-16949

Administrative Service Class 5, (PN: 55212)**Salary Range:** \$41,825 - \$44,349p.a**Applications close on: 6 September 2001**

Duties: Under limited supervision and as part of a team, research and assist in ACT public service employment and service-wide human resource projects. Prepare briefs, submission, reports and other documents for the Chief Minister and Executives of the Chief Minister's Department.

Contact Officer: Jan Weir (02) 6207 6502

Selection Documentation: Chris Cole

(02) 6205 0458 and is also available from

www.act.gov.au/recruitment/cmdindex.asp

Please note that applications will not be acknowledged.

Apply: 06 or via email:

recruitment.officer@act.gov.au

CC: 148-9031-16949

Administrative Service Officer Class 6**PN. 14503****Corporate Support****Permanent****Salary \$45,171 To \$51,888****Location: Callam Offices, Woden, Act****Applications Close: 6 September 2001****Applications to be forwarded to:**

Recruitment Officer

GPO Box 158

Canberra City ACT 2601

or email to: intact.recruitment@act.gov.au

Position Description

The position of ASO 6 Corporate Support is responsible for assisting the Manager HR and Corporate Support to coordinate all parliamentary responses, briefings for

government and management and adhoc requests for information. The person filling this role will also provide assistance and input into InTACT's strategic planning process.

The occupant will assist InTACT to meet its obligations to government and its customers by developing systems and processes for the planning and monitoring of these corporate support activities. The occupant may also be required to provide secretariat services to a range of forums either within InTACT or more broadly across ACT government. The person in this role will have excellent organisation, communication and management skills with a focus on the quality and timeliness of outcomes.

Contact Officer's name and telephone number for queries regarding position: Karina Duffey on (02) 6207 5117

Selection Documentation may be obtained from

Nicole Morris on

(02) 6207 8922.

CC: 1489043-17177

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. Applications may also be sent via email to: decs.employment@act.gov.au

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

All teacher level 2, 3 and 4 promotions and transfers are for a maximum of six years, except for central office-based positions which require a teaching qualification, where the tenure is three years.

**Children's, Youth and Family Services Division
Family Services Branch
Child Protection Section**

Family Service Worker Level 1

\$37,499 - \$44,349, Canberra (PN. Various

Expected Temporary and Permanent Vacancies)

Closing date: 6 September 2001

Duties: To provide high quality statutory services to children and families consistent with Family Services child protection and substitute care policies, procedures and practices, and which are culturally appropriate. Eligibility/other requirements: A degree from a recognised tertiary institution. Progression to the fifth increment of the salary scale requires eligibility for full membership of the Australian Association of Social Workers or registration with the Psychologist's Board (ACT) or state equivalent. A current "C" class driver's licence is highly desirable.

Note: The successful applicants will be placed on an order of merit which will be used to fill both temporary and expected permanent vacancies.

EMPLOYMENT (Continued)

Contact Officer: Deborah Winkler
(02) 6207 1075
Selection documentation may be obtained from
Janet Feldtmann (02) 6207 1088
Apply: 12 or via email:
decs_employment@act.gov.au
CC: 148-9013-16917

CANBERRA INSTITUTE OF TECHNOLOGY**Education Delivery****Faculty of Design****Dean of Faculty**

Administrative Service Office Class 2 \$29,102 to \$32,271 Canberra (PN. 54938)
Closing date: 6 September 2001
Duties: Under general direction provide administrative support to the Dean and faculty. Maintain the diary and provide telephone support to the Dean, Program managers and the national Institute of Design manager. Maintain appropriate manual and computer based records. Assist in scheduling meetings including preparing and distribution of agendas. Note: This position is for a 3 year contract.
Contact Officer: Mick Sharp (02) 6207 3710
Selection documentation may be obtained from Steve Greig (02) 6207 3447 or via email:
steve.greig@act.gov.au
Apply: 11
CC: 148/9024/18554

Division of Learning Services
Education Development Centre
Teacher Education and Learning Solutions

Administrative Service Officer Class 3
\$33,810 - \$36,489 Canberra (PN. 54714)
Closing date: 6 September 2001
Duties: Comprehensive support service including: basic advice on learning resource production; design advice; production of desktop published materials; web page production; CDROM production; general enquiries; assisting with research tasks; general administrative support.
Eligibility/other requirements: Graphic Design qualification (Diploma) highly desirable.
Workplace Trainer qualification (Statement of Attainment) highly desirable.
Contact Officer: John Smith 02 6207 4819
Selection documentation may be obtained from Julia Nimmo (02) 62074956
CC: : 148-9024-18549

DEPARTMENT OF URBAN SERVICES

Corporate Group
Corporate Finance Branch
Corporate Accounting Section
Senior Officer Grade C
\$57,191 - \$61,666
PN 17784
Canberra

Closing Date: 6-Sep-01
Management Accountant

Note: An attractive remuneration package dependent on skills and experience is negotiable under an Australian Workplace Agreement.
The Corporate Accounting Section of Urban Services is responsible for financial information and advice to senior management

and business groups; internal and external financial and management reporting; accounting policy and procedures; financial management information systems and tax related matters.

Duties: Under general direction, the successful applicant will provide support to business groups on a range of financial management and corporate governance processes. The position will have opportunities to work in various business groups from time to time as relief accountant and/or to perform specific assignments as directed. The position also plays a key role in ensuring accounting best practice; preparing financial reports and ad hoc accounting projects.

Qualifications/Other requirements: The successful applicant will possess at least 5 to 10 years relevant experience in financial management. Tertiary qualification in accounting is highly desirable.

Contact Officer: Elizabeth Wong (02) 6207 6948 or elizabethwong.dus@act.gov.au.

Selection Documentation: Jo Dadge (02) 6207 6372 jo.dadge@act.gov.au.

Or from the recruitment home page:
<http://www.act.gov.au/urbanservices/recruit.html>

Apply Code: 34

CC: 148-9017 17305

Planning and Land Management Group
Land Information and Building Services Branch
Business Systems Unit
Senior Information Technology Officer Grade C
\$57,191 - \$61,666

PN 13964

Canberra

Closing Date: 06-Sep-01

Unit Profile: The Business Systems Unit facilitates or undertakes Business Systems projects covering IT applications associated with the core business management systems of the PALM Group.

Duties: Lead a small team responsible for development and support of PALM's business applications and/or undertake specialist technical projects. Provide technical advice and direction regarding techniques and application of technology in the development and maintenance of IT systems. The successful candidate will possess excellent technical and client service skills; demonstrated good project management, problem solving and communication skills and be reliable, organised and inspired by challenges. This is an opportunity for you to join and work in a friendly and dedicated team environment using the latest IT technologies.

Qualifications/other requirements: Tertiary qualifications in computer sciences or other appropriate discipline and/or relevant experience and skills.

Contact Officer Ljupco Cvetanovski
(02) 6205 2038 or
ljupco.cvetanovski@act.gov.au

Selection documentation: Ken Sims
(02) 6207 6308 or ken.sims@act.gov.au

Or from the recruitment home page:
<http://www.act.gov.au/urbanservices/recruit.html>

Apply Code: 34

CC: 148-9020 16925

EMPLOYMENT (Continued)**Planning and Land Management Group
Territory Planning Branch
Planning Policy Section
Senior Professional Officer Grade C**

\$57,191 - \$61,666

PN 15052

Canberra

Closing Date: 06-Sep-01

Duties:

Research, develop, monitor and review strategic planning policies related to urban development and management. Implement various projects of the Urban Development Program. Coordinate the associated committee structure, including the Urban Development Coordination Group. Liaise effectively with government agencies and with community and industry groups on planning issues to advise on needs and priorities, consistent with servicing the metropolitan growth and urban change programs. Under limited direction participate as a member of a multi-disciplinary team in the activities of the planning policy section to ensure that priority projects are achieved in accordance with the urban development programs and strategies. Identify information requirements, prepare consultants briefs and manage consultancies. Represent the PALM group at various forums involving other agencies, assembly committees and members of the public.

Qualifications/other requirements:

Qualifications and/or experience and/or presently undertaking qualifications in town planning, economics, geography, or a related discipline would be highly desirable.

Contact Officer: Mike Quirk (02) 6207 1635 or mike.quirk@act.gov.au

Selection documentation: Cheryl Pech (02) 6207 2370 or cheryl.pech@act.gov.au
Or from the recruitment home page:

<http://www.act.gov.au/urbanservices/recruit.html>

Apply Code: 34

CC: 148-9020 16924

DEPARTMENT OF TREASURY

Revenue Management Branch

Taxation Services Section**Senior Officer Grade C, (PN: 4769)****Salary Range:** \$57,191 - \$61,666p.a**Closing Date:** 6 September 2001

Canberra

Duties: Supervise and manage the operation of the Subsection. Undertake the more complex stamp duty assessments including the preparation of relevant correspondence and reports. Provide high level public contact support to clients, giving necessary advice on the interpretation and application of revenue laws and associated policies.

Note: Occupants can be rotated to other positions at the same level within the Revenue Management Branch as required.

Contact Officer/Selection documentation:: David Read (02) 6207 0066 and is also available from <http://www.act.gov.au/recruitment/tiindex.asp>
Please note that applications will not be acknowledged

Apply: 35 or via email:

recruitment.officer@act.gov.au

CC: 148-9042-17176

Revenue Management**Compliance Section****Administrative Service Officer Class 6, (PN: 95)****Salary Range:** \$45,171 - \$51,888p.a**Closing Date:** 6 September 2001

Canberra

Duties: As the leader of a small team, or individually, undertake a range of operational and administrative tasks associated with the work of the Section. Conduct both complex and routine investigations into ACT revenue matters. Conduct desk and field audits (local and interstate) of customer records systems.
Note: Occupants can be rotated to other positions at the same level within the Revenue Management Branch as required.

Contact Officer/Selection documentation:

Joseph Tonna (02) 6207 0104 and is also available from

<http://www.act.gov.au/recruitment/tiindex.asp>

Please note that applications will not be acknowledged

Apply: 35 or via email:

recruitment.officer@act.gov.au

CC: 148-9042-17176

STADIUMS AUTHORITY**Operations Section****Administrative Service Officer Class 3, (PN: 55668)****Salary Range:** \$33,644 - \$36,310p.a**Closing Date:** 6 September 2001

Canberra

Duties: Under Supervision: Assist with the preparation and set up of the Stadium on a day to day basis and for major events. Undertake checks and tasks associated with asset performance and maintenance to ensure facilities are clean and safe.

Contact Officer/Selection documentation:

Krystine Cann on (02) 6253 2111.

Please note that applications will not be acknowledged

Apply: 06 or via email:

recruitment.officer@act.gov.au

CC: 148-9031-17884

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY**Parliamentary Counsel's Office****Principal Assistant Parliamentary Counsel****Legal 2 \$77,214 – 80,387, Canberra (PN. 42294)**

Closing date: 6 September 2001

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 Yvonne Maxwell (02) 6207 0622

Apply: 28

CC: 148-9012-17345

EMPLOYMENT (Continued)

**Parliamentary Counsel's Office
Legislative Access and Administration
Administrative Service Officer 4
\$37,499 – \$40,714, Canberra
(PN. 42310, 42311)**

6 September 2001
Duties: Prepare and check legislative publications using computerised publishing technology; undertake proofreading and other editing and quality assurance processes for draft legislation; assist legislative drafters in the preparation of legislation and undertake minor drafting tasks; assist in the development and maintenance of databases of ACT legislation.
Contact Officer: Alison Gardiner (02) 6207 0609
Selection documentation may be obtained from Yvonne Maxwell (02) 6207 0622
Apply: 28
CC: 148-9012-17345

**Parliamentary Counsel's Office
Legislative Access and Administration
Administrative Service Officer 3
\$33,644 – \$36,310, Canberra (PN. 42312)**

Closing date: 6 September 2001
Duties: Prepare legislative publications using computerised publishing technology; undertake minor drafting tasks, editing, word processing, research and document management and provide general administrative support to the office as required.
Eligibility/other requirements: Current driver's licence.
Contact Officer: Alison Gardiner (02) 6207 0609
Selection documentation may be obtained from Yvonne Maxwell (02) 6207 0622
Apply: 28
CC: 148-9012-17345

Appointments

ACT COMMUNITY CARE

Professional Officer Class 2 \$44,111 - \$49,298
Patricia Ryan: 740-99488, Section 68(1), 7 August 2001
CC: 148-9009-17798

**Administrative Service Officer Class 2
\$29,159 - \$32,334**
Sheryl Knieriem: 740-98610, Section 68(1), 7 August 2001
CC: 148-9009-18270

**Administrative Service Officer Class 2
\$29,159 - \$32,334**
Elizabeth Griffin: 740-95700, Section 68(1), 7 August 2001
CC: 148-9009-18270

Registered Nurse Level 2 \$43,841 - \$46,611
Cathryn Meredith: 741-04494, Section 68(1), 7 August 2001
CC: 148-9009-16857

Registered Nurse Level 1 \$32,761 - \$42,458
Karen Doyle: 741-04056, Section 68(1), 13 August 2001
CC: 148-9009-17798

CHIEF MINISTER'S DEPARTMENT

Senior Officer Grade C, \$61,666p.a
Christine Mary May, AGS 733-36234
Section 68 16 August 2001
Public Sector Management Group, Chief Minister's Department
CC: 148-9031-16949

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

**Administrative Service Officer 2
\$29,539 - \$32,755**
Emma Kate Martin: 757-53285, Section 68(1), 8 August 2001
CC: 148-9013-16917

CANBERRA INSTITUTE OF TECHNOLOGY

**Administrative Service Officer Class 3
\$33,810 - \$36,489**
Maria McDonald: 744-93602, Section 68(1), 15 August 2001
CC: 148-9024-17904

DEPARTMENT OF URBAN SERVICES

Corporate Group
Administrative Service Officer Class 5 - \$41,825 - \$44,349
Joe-Ann Hayes AGS Number 769 64017.
Section 68(1), 10-Aug-01
CC: 148-9017 16954

Planning and Land Management Group
Administrative Service Officer Class 3 - \$33,644 - \$36,310
Nicole Eaton AGS Number 769 64877.
Section 68(1), 10-Aug-01
CC: 148-9020 16925

Transfer

CULTURAL FACILITIES CORPORATION

Heather Tregoning-Lawrence, AGS 748-39490
From: Graduate Administrative Assistant, \$25,492 - \$32,755
Chief Minister's Department
To: Administrative Service Officer Class 2, \$29,822 - \$33,069
Historic Places ACT, Cultural Facilities Corporation, Canberra (PN. 8246) (PS 20, 17 May 2001)
CC: 148-9008-16850

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 of work performance, personal qualities,

EMPLOYMENT (Continued)

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

EMPLOYMENT (Continued)

should advise you (and the other parties) when and where the statement is available for viewing.

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

EMPLOYMENT (Continued)

your statement. You should also speak to anyone you intend to nominate as a referee, 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

DEPARTMENT OF HEALTH, HOUSING AND COMMUNITY CARE

**ACT Housing
Executive Group
Corporate Finance Section**

Scott Hickey AGS Number 754 17468

From Administrative Service Officer Class 5
\$41,825 - \$44,349

To: Administrative Service Officer Class 6
\$45,171-\$51,888

PN 25704; *Gazette* 15-Feb-01

Note: This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appealable.

CC: 148-9021 16927

Roberto Gaspari AGS Number 707 71783

From Administrative Service Officer Class 6
\$45,171 - \$51,888

To: Senior Officer Grade C
\$57,191 - \$61,666

PN 10595; *Gazette* 15-Feb-01

Note: This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appealable.

CC: 148-9021 16927

**Central Office
Community Health and Housing
Community Health and Service Improvement
Therese Alice Gehrig: 260-22021**

From: Senior Officer Grade C, \$57,191 – 61,666
Department of Health, Housing and Community Care

To: †Senior Officer Grade B, \$67,576 – 76,073

Community Health and Service Improvement Section, Department of Health, Housing and Community Care, Canberra (PN: 11196) (Gazette No. 28, 12 July 2001)

CC: 148-9011-17913

**Central Office
Community Health and Housing
Aged Care, Indigenous and Community Health
Helen Elizabeth Bedford: 547-17517**
From: Senior Officer Grade C, \$57,191 – 61,666

EMPLOYMENT (Continued)

Department of Health, Housing and Community Care
 To: †Senior Officer Grade B, \$67,576 – 76,073
 Aged Care, Indigenous Health and Community Health Section, Department of Health, Housing and Community Care, Canberra (PN: 27353), (Gazette No. 28, 12 July 2001)
 CC: 148-9011-17913

**Business Services Bureau
 Supply Section**

Tony John Hilder: 543- 15067
 From: Administrative Service Officer Class 3, \$33,644 – 36,310
 Department of Health, Housing and Community Care
 To: Administrative Service Officer Class 4, \$37,499 – 40,714
 Supply Section, Department of Health, Housing and Community Care, Canberra (PN: 21721), (Gazette No. 28, 12 July 2001)
 CC: 148-9011-16882

**Business Services Bureau
 Supply Section**

Keren Therese Willcox: 607-61776
 From: Administrative Service Officer Class 3, \$33,644 – 36,310
 Department of Health, Housing and Community Care
 To: Administrative Service Officer Class 4, \$37,499 – 40,714
 Supply Section, Department of Health, Housing and Community Care, Canberra (PN: 21722), (Gazette No. 28, 12 July 2001)
 CC: 148-9011-16882

THE CANBERRA HOSPITAL

Medical SMT

Radiation Oncology
Janelle Elizabeth Hawkins: 747-04852
 From: Professional Officer Class 1
 \$30,669 – \$43,027
 Radiation Oncology
 To: Professional Officer Class 2
 \$43,980 - \$49,151
 Radiation Oncology, Canberra (PN. 29035)
 (26.4.01)
 CC: (1723)

Medical SMT

Radiation Oncology
Claire Margaret Stevens: 261-52002
 From: Professional Officer Class 1
 \$30,669 – \$43,027
 Radiation Oncology
 To: Professional Officer Class 2
 \$43,980 - \$49,151
 Radiation Oncology, Canberra (PN. 29034)
 (26.4.01)
 CC: (1723)

Mental Health Services

Tuggeranong Mental Health
Peter Christopher Downie: 747-85664
 From: Administrative Service Officer Class 5
 \$40,723 - \$43,180
 Corrective Services
 To: Professional Officer Class 2
 \$43,980 - \$49,151

Tuggeranong Mental Health, Canberra
 (PN. 26040) (10.5.01)
 CC: (2222)

Nursing Branch

Medical SMT
Natalie Margus: 734-51849
 From: Registered Nurse Level 1
 \$32,664 – \$42,332
 The Canberra Hospital
 To: Registered Nurse Level 2 \$43,711 - \$46,474
 Medical SMT, Canberra (PN. 22467) (28.6.01)
 CC: 1791

ACT COMMUNITY CARE

**Corporate and Business Development
 Clinical Effectiveness and Quality Management**

Narelle Hill: 547-21815
 From: Professional Officer Class 2
 \$44,590 - \$49,833
 ACT Community Care
 To: † Senior Officer Grade C \$56,456 - \$60,872
 Clinical Effectiveness and Quality Management,
 Canberra (PN.29000) (14 June 2001)
 CC: 148-9009-18270

Dental Health Program

David McGuinness: 740-94185
 From: Professional Officer Class 2
 \$44,590 - \$49,833
 ACT Community Care
 To: † Senior Professional Officer Grade C
 \$56,456 - \$60,872
 Dental Health Program, ACT Community Care
 Canberra (PN. 29113) (5 July 2001)
 CC: 148-9009-16860

**Corporate and Business Development
 Facility Services - Operations**

Jennifer Russell: 740-92411
 From: Administrative Service Officer Class 4
 \$37,016 - \$40,191
 ACT Administrative Service Officer Class 6
 \$44,590 - \$51,220
 Corporate and Business Development, ACT
 Community Care, Canberra (PN. 28429) (5 July
 2001)
 CC: 148-9009-18270

CHIEF MINISTER'S DEPARTMENT

J. M. Sullivan AGS No: 736-39534

From: Administrative Service Officer Class 3,
 \$33,644 - \$36,310p.a
 Chief Minister's Department
 To: Administrative Service Officer Class 5,
 \$41,825 - \$44,349p.a. (PN: 55375)
 Corporate Services, Chief Minister's
 Department
 19 July 2001
CC: 148-9031-17429

**DEPARTMENT OF EDUCATION AND
 COMMUNITY SERVICES**

Chapman Primary School

Maree June Uren: 020-28015
 From: Teacher Level 1 \$37,500 - \$52,000

EMPLOYMENT (Continued)

Department of Education and Community Services
 To: † Teacher Level 2 \$58,500
 Chapman Primary School, Department of Education and Community Services, Canberra (PN. 3578) (No 22, 31 May 2001)
 CC: 148-9013-16917

CANBERRA INSTITUTE OF TECHNOLOGY**Division of Learning Services****Library and Learning Centre****Wendy McLeod: 332-63560**

From: ASO 2, \$29,684 - \$32,917

Reid Library & Learning Centre, Canberra Institute of Technology, Canberra (PN 54267)

To: ASO 3, \$33,810 - \$36,489

Reid Library & Learning Centre, Canberra Institute of Technology, Canberra (PN. 54254), (Gazette No.225, 7 June 2001)

Note: This promotion is made subject to the appeal provisions under Clause 8 of the Canberra Institute of Technology (Non-teaching Staff) Certified Agreement 2000-2002.

Officers wishing to appeal this promotion should address their appeal to the Manager, Human Resource Management Unit, Canberra Institute of Technology, PO Box 826, Canberra ACT 2601 within 14 days of gazettal of this promotion.

CC: 148-9024-18549

ACT WORKCOVER**Education and Information Section****Dianne Henskens AGS Number 261 24757**

From R N 3-CC

\$48,342 - \$51,459

Department of Health, Housing and Community Care

To: † Senior Officer Grade C

\$57,191 - \$61,666

PN 43486; Gazette 14-Jun-01

CC: 148-9017 17088

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 7th day after notification in the Gazette.

Operations Group**ACT Forests****Nadia Kuzmanoski AGS Number 769 64121**

From General Service Officer Level 4

\$27,389 - \$28,644

Environment ACT

To: Ranger 2

\$41,604 - \$44,900

PN 23881; Gazette 14-Jun-01

Note: In accordance with current EBA provisions, appeals must be received at the Personnel counter on Level 1 Annexe Macarthur House 12 Wattle Street Lyneham by close of business on the 7th day after notification in the Gazette.

CC: 148-9029 16940

Environment ACT**Parks and Conservation Service****Alex Wotzko AGS Number 713 02364**

From General Service Officer Level 7

\$33,500 - \$35,453

To: General Service Officer Level 8

\$36,417 - \$38,557

PN 41759; Gazette 10-May-01

Note: This promotion was made by a unanimous decision of an internal Joint Selection Committee established in accordance with current EBA provisions and is not appealable.

CC: 148-9028 17218

CULTURAL FACILITIES CORPORATION**Historic Places ACT****Calthorpes' House****Ellen Gibbon: 705-34569**

From: Administrative Service Officer Class 2,

\$29,822 - \$33,069

Calthorpes' House

To: Administrative Service Officer Class 3,

\$33,967 - \$36,658

Calthorpes' House, Historic Places ACT, Cultural Facilities Corporation, Canberra (PN. 43542) (PS 28, 12 July 2001)

CC: 148-9008-16850

Retirements and dismissals

CULTURAL FACILITIES CORPORATION

Section 141, Public Sector Management Act, Catherine Elaine Lawson, Senior Professional Officer Class C, 20 July 2001

CC: 148-9008-16850

Corrigenda

ACT WORKCOVER**Regulatory Leadership Section****Administrative Service Officer Class 5****Position Number 13150**

This position was advertised in the Gazette of 16 August 2001. It should have had the following wording included in the ad.

Note: This position is available for temporary filling for 12 months.

CC: 148-9020 17088

Cancellation of Promotion

The Gazette of 16 August 2001 incorrectly recorded the promotion of **Regina Gerber into Position Number 27884**. The promotion notice is hereby withdrawn. Vacancy was advertised for temporary filling for 12 months.

CC: 148-9020 17088

EMPLOYMENT (Continued)

ACT Public Service Index of addresses

05	The Recruitment Officer, Director of Public Prosecutions, GPO Box 595, Canberra ACT 2601	37	The Recruitment Officer Faculty of Communication and Community Services Canberra Institute of Technology GPO Box 826 Canberra City ACT 2601
06	Recruitment Officer, Chief Minister's Department, GPO Box 158, Level 3, Canberra Nara Centre, Canberra ACT 2601		
07	Recruitment Officer, Calvary Public Hospital, PO Box 254, Jamison Centre, ACT 2614		
08	Personnel Manager, ACTION, PO Box 1155, Tuggeranong, ACT 2901		
09	Personnel Officer, Totalcare, PO Box 56, Mitchell ACT 2911		
11	The Recruitment Officer, Canberra Institute of Technology, GPO Box 826, Canberra City ACT 2601		
12	Customer Service Supervisor, Department of Education and Community Services, PO Box 1584, Tuggeranong ACT 2901		
13	Recruitment Officer, Administrative Branch, Emergency Services Bureau, PO Box 104, Curtin ACT 2605		
16	Human Resource Management Unit, The Canberra Hospital, PO Box 11, Woden ACT 2606		
17	Resource Advisor, Business Services Bureau, Department of Health, Housing and Community Care, PO Box 11, Woden ACT 2606		
18	The Personnel/ HR Officer, ACT Legislative Assembly Secretariat, GPO Box 1020, Canberra ACT 2601		
20	Administrative Officer, Health Protection Service, Locked Bag 5, Weston Creek ACT 2611		
21	Recruitment Officer, ACT Community Care, GPO Box 825, Canberra City ACT 2601		
23	Recruitment Officer, Central Office, (Level 2 North Building) Department of Health, Housing and Community Care, GPO Box 825, Canberra City ACT 2601		
28	Recruitment Officer, Human Services Unit, Department of Justice and Community Safety, PO Box 921, Civic Square ACT 2608		
30	The Secretary, Milk Authority of the ACT, GPO Box 1110, Canberra ACT 2601		
31	The Recruitment Officer, Auditor-General's Office ACT, PO Box 275 Civic Square ACT 2608		
32	Canberra Theatre Trust, PO Box 226, Civic Square ACT 2608		
34	Applications Officer, Urban Services, GPO Box 158, Canberra ACT 2601		
35	Recruitment Officer, Department of Treasury and Infrastructure, GPO Box 158, Canberra ACT 2601.		
36	Recruitment/Executive Officer Community and Health Services Complaints Commissioner's Office, GPO Box 1321, Canberra ACT 2601.		

GAZETTE INFORMATION

ISSUE OF ACT SPECIAL GAZETTES

The following issues of the ACT Special Gazettes have been published since the last Weekly Gazette. For listings of previous ACT Special Gazettes please refer to this internet site

<http://www.publishing.act.gov.au>

Gazette Number	Date	Title
S57	15 August	Notice of Enactment ~ <i>Supreme Court Amendment Act 2001 (No 2)</i> , <i>Duties Amendment Act 2001 (No 2)</i>
S58	16 August	Notice ~ Approval of Forms, <i>Electoral Act 1992</i> Notice ~ Register of political parties, <i>Electoral Act 1992</i> Notice ~ Registration of Ballot group - Rugendyke, <i>Electoral Act 1992</i> Notice ~ Registration of Ballot group – Kaine Independant, <i>Electoral Act 1992</i> Notice ~ Registration of Ballot group - Osborne, <i>Electoral Act 1992</i>
S59	17 August	Instrument No. 239 of 2001 ~ Road Transport (General) Act 1999 Notice ~ Direction under subsection 37(1), <i>Land (planning and environment) act 1991</i>

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 the Legislation and Sales Counter, ACT Government Shopfront, Ground Floor, FAI House, Corner of London Circuit and Akuna Street, Canberra City ACT 2601.

Act under which Instrument made	Description of Instrument	Number and year of Instrument
<i>Hotel School Act 1996</i>	Appointment to the Hotel School Board – Professor Margaret Jackson.	No. 239 of 2001
<i>Dental Technicians and Dental Prosthetists Registration Act 1988</i>	Determination of fees.	No. 240 of 2001
<i>Public Place Names Act 1989</i>	Determination of park nomenclature in the Division of Charnwood.	No. 241 of 2001
<i>Justices of the Peace Act 1989</i>	Appointment of Justices of the Peace.	No. 242 of 2001
<i>Road Transport (General) Act 1999</i>	Notice of guidelines about withdrawal of infringement notices.	No. 243 of 2001

GOVERNMENT NOTICES (Continued)**NOTIFICATION OF AN INSTRUMENT MADE UNDER THE PUBLIC ROADS ACT 1902 (NSW)**

NOTICE is hereby given that the undermentioned Instruments have been made under the Public Roads Act 1902 (NSW). Copies of the Instruments are available from the ACT Land Information Centre, Planning and Land Management, 16 Challis Street, Dickson, ACT; Telephone 6207 1601.

Act under which Instrument made	Description of Instrument	Number and year of Instrument
<i>Public Roads Act 1902 (NSW)</i>	Notice of Declaration of a Public Road – District of Gungahlin.	No. R34/01 of 2001
<i>Public Roads Act 1902 (NSW)</i>	Notice of Road Closures – District of Tuggeranong, Division of Bruce.	No. R35/01 of 2001

GOVERNMENT NOTICES (Continued)**NOTIFICATION OF THE MAKING OF A REGULATION**

NOTICE is hereby given that the undermentioned Regulation of the Australian Capital Territory has been made. Copies of the Regulation may be purchased from the Legislation and Sales Counter, ACT Government Shopfront, Ground Floor, FAI House, Corner of London Circuit and Akuna Street, Canberra City ACT 2601.

Act under which Regulation made	Description of Regulation	Number and year of Regulation
<i>Utilities Act 2000</i>	Utility Networks (Public Safety) Regulations 2001.	No. 28 of 2001

GOVERNMENT NOTICES (Continued)



AUSTRALIAN CAPITAL TERRITORY STANDARD TIME AND SUMMER TIME ACT 1972

DECLARATION

Under Section 5A of the *Standard Time and Summer Time Act 1972* (the Act), I DECLARE that the period commencing at two o'clock standard time in the morning of Sunday 28 October 2001, and ending at two o'clock standard time in the morning of Sunday 31 March 2002 shall be a daylight saving period for the purposes of the Act.

Dated this 13th day of August 2001.

Brendan Smyth
Deputy Chief Minister

GOVERNMENT NOTICES (Continued)



AUSTRALIAN CAPITAL TERRITORY WASTE MINIMISATION ACT 2001 DIRECTION UNDER SUBSECTION 26(1)

Pursuant to paragraph 26(1) of the Waste Minimisation Act 2001 and Regulation 6(1) of the Waste Minimisation Regulations 2001, the Executive gives the direction as set out in Attachment "C" to this Instrument.

Brendan Smyth, MLA
Minister for Urban Services

Dated this 9 day of August 2001.

GOVERNMENT NOTICES (Continued)

Attachment C

WASTE MINIMISATION ACT 2001

DIRECTION UNDER SUBSECTION 26(1)

THE ACT EXECUTIVE HEREBY GIVES THE FOLLOWING DIRECTION under subsection 26(1) of the Waste Minimisation Act 2001 and Regulation 6 of the Waste Minimisation Regulations 2001 in relation to the type of material allowed in the Territory-provided recycling and garbage bins and hoppers:

Recycling Bins/Hoppers

Only put paper/cardboard in the front section of the yellow lidded recycling bin or the blue bin/hopper. Only put recyclable glass, plastics (1, 2, 3, R), Liquid Paper Board, aluminium and steel cans in the rear section of the yellow lidded recycling bin or the red bin/hopper.

Garbage, food scraps, plastic bags, garden waste, clothes, ceramics, light globes, window or mirror glass or non-recyclable items should not be put into the recycling bin or hopper.

Garbage Bins/Hoppers

Only put garbage in the residual bin/hopper.

Garbage does not include regulated wastes (Environmental Protection Act 1997, schedule 1, clause 1A), hot ashes, garden waste, commercial waste, industrial waste, building waste, rocks, soil, dead animals, paint, solvents or oil. Contravention of this regulation attracts a penalty of up to \$500.

DATED: 9/8/01

Brendan Smyth, MLA

GOVERNMENT NOTICES (Continued)

**MEDICAL BOARD
OF THE AUSTRALIAN CAPITAL TERRITORY**

**PO BOX 976
CIVIC SQUARE ACT 2608**

**Ph: (02) 6205 1598
Fax: (02) 6205 1602**

13 August 2001

HEALTH PROFESSIONS BOARDS (PROCEDURES) ACT 1981

**ELECTION OF DEPUTY CHAIRPERSON OF THE
MEDICAL BOARD OF THE
AUSTRALIAN CAPITAL TERRITORY**

The Medical Board of the Australian Capital Territory at a meeting conducted on 10 August 2001 elected Dr Lybus Chester HILLMAN as Deputy Chairperson of the Board of the Australian Capital Territory.

The election was conducted in accordance with subsection 6(1) of the *Health Professions Boards (Procedures) Act 1981* (the Act). In accordance with subsection 6(3) of the Act, Dr Hillman will hold office for a 12-month period.

Bob Bradford
Registrar

GOVERNMENT NOTICES (Continued)

REGISTER OF POLITICAL PARTIES

Electoral Act 1992

Notice of proposal to cancel the registration of a party

The ACT Electoral Commissioner proposes to cancel the registration of the Democratic Socialist Electoral League on the basis that the Commissioner believes on reasonable grounds that the party does not have at least 100 members who are electors.

If you wish to object to the cancellation of the registration of this party, you are invited to lodge a written notice of objection with the Electoral Commissioner.

The notice should:

- set out the grounds of the objection;
- set out the name and address of the objector; and
- be signed by the objector.

Any notice of objection should be posted to:

ACT Electoral Commission
PO Box 272
CIVIC SQUARE ACT 2608

or be delivered to:

Plaza Level
Allara House
48-56 Allara Street
CANBERRA ACT 2601

by close of business on 6 September 2001.

For more information please telephone 6205 0224.

Phillip Green

Electoral Commissioner

GOVERNMENT NOTICES (Continued)

URBAN SERVICES

PLANNING AND LAND MANAGEMENT GROUP

EAST O'MALLEY RESIDENTIAL ESTATE **PRELIMINARY ASSESSMENT**

Public comment is invited on the above Preliminary Assessment.

Copies of the Preliminary Assessment:

- may be inspected, or purchased at a cost of \$3.00 per copy, at the PALM Shopfront, Dame Pattie Menzies House, 16 Challis Street, Dickson, during normal office hours; and
- may be inspected at ACT Government Libraries at Belconnen, Civic, Dickson, Erindale, Griffith, Kippax, Tuggeranong, Woden and Gungahlin during normal opening hours; or
- may be inspected at the following web address: www.palm.act.gov.au

Written submissions should be forwarded by 7 September 2001 to:

Manager – Planning Policy Section
Planning and Land Management Group
Urban Services Department
GPO Box 1908
CANBERRA ACT 2601

Alternately submissions may be made via email (eiapalm@act.gov.au) or fax (6207 2587). All submissions will go on a public register and access to submissions will be granted on request.

GOVERNMENT NOTICES (Continued)



ACT Government

AUSTRALIAN CAPITAL TERRITORY

LAND (PLANNING AND ENVIRONMENT) ACT 1991

NOTICE

VARIATION TO THE TERRITORY PLAN IN RELATION TO DEFINED LAND

DIVISION OF DUNLOP

(Variation No. 172)

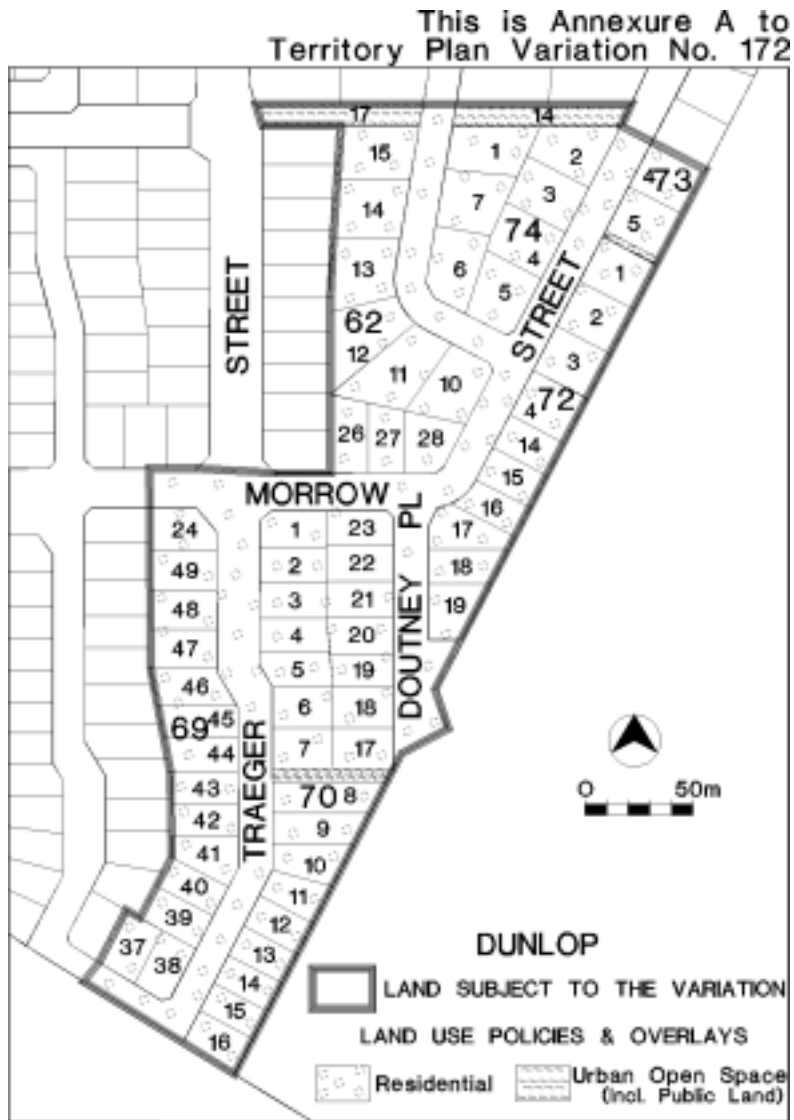
Under subsection 32(1) of the *Land (Planning and Environment) Act 1991*, I vary the Territory Plan to specify that the land identified on the maps at Annexure A and B, being land within the Division of Dunlop, may be used for the purposes indicated in the Annexure.

Lincoln James Hawkins

Australian Capital Territory Planning Authority

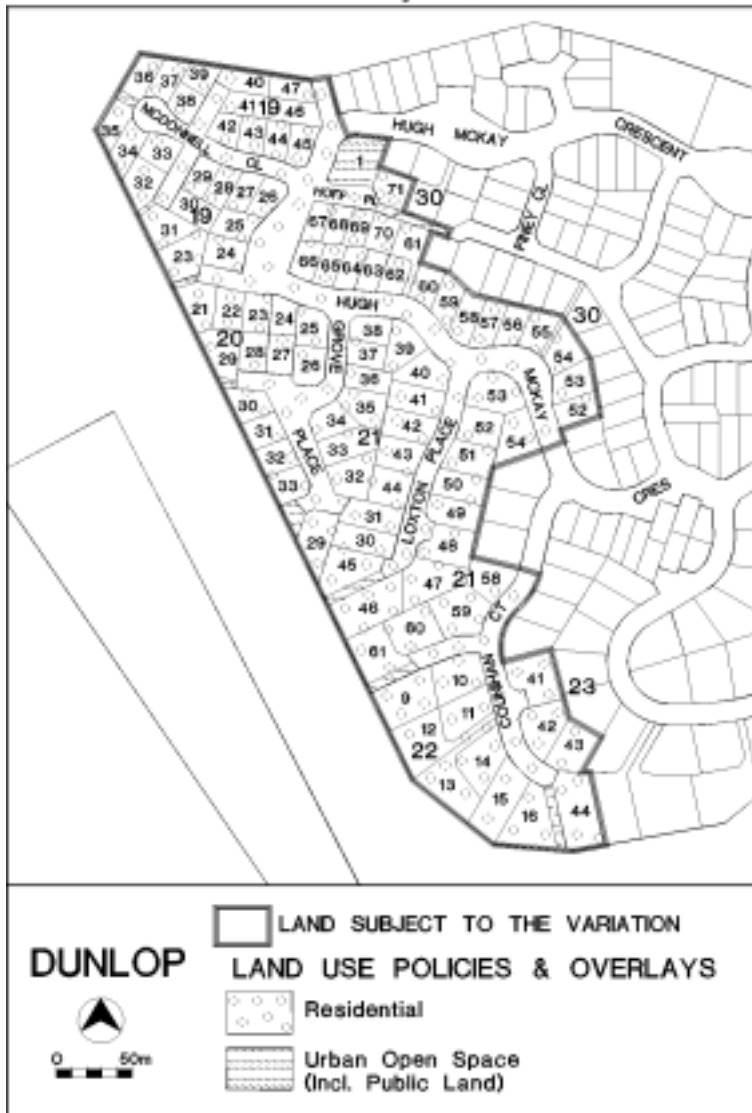
Dated the thirteenth day of August 2001

GOVERNMENT NOTICES (Continued)



GOVERNMENT NOTICES (Continued)

This is Annexure B to
Territory Plan Variation No. 172



GOVERNMENT NOTICES (Continued)



ACT Government

AUSTRALIAN CAPITAL TERRITORY

LAND (PLANNING AND ENVIRONMENT) ACT 1991

NOTICE

VARIATION TO THE TERRITORY PLAN IN RELATION TO DEFINED LAND

DIVISION OF NGUNNAWAL

(Variation No. 179)

Under subsection 32(1) of the *Land (Planning and Environment) Act 1991*, I vary the Territory Plan to specify that the land identified on the map at Annexure A, being land within the Division of Ngunnawal, may be used for the purposes indicated in the Annexure.

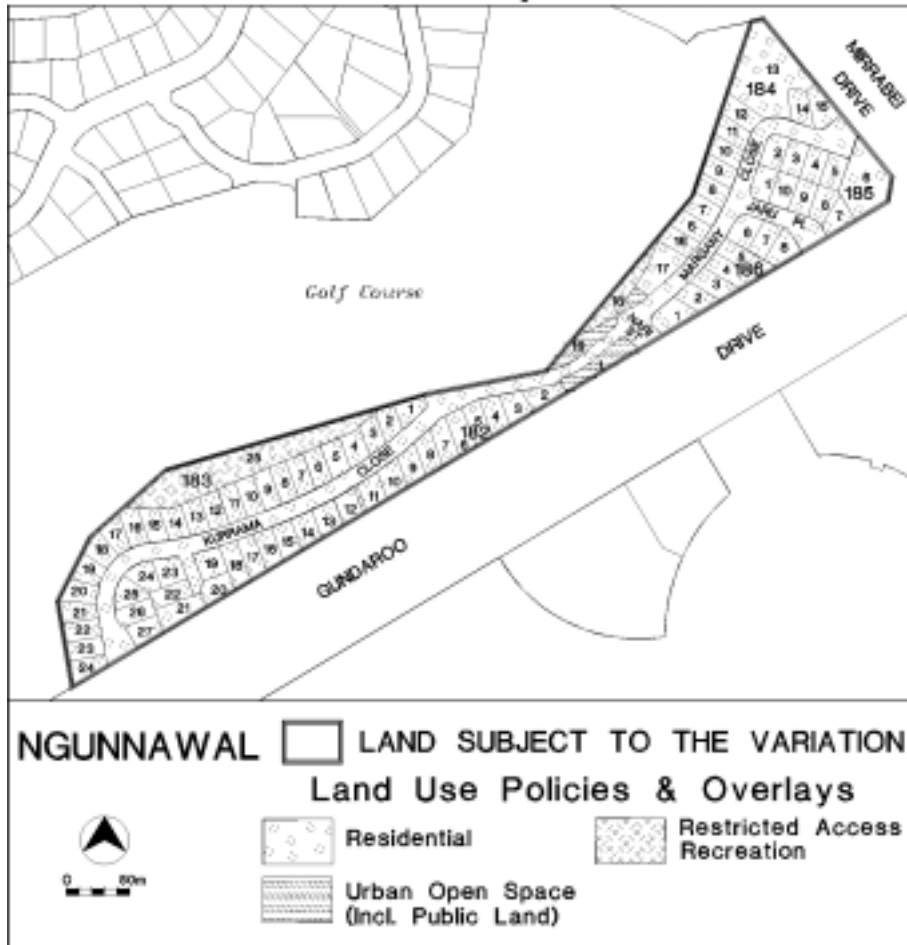
Lincoln James Hawkins

Australian Capital Territory Planning Authority

Dated the thirteenth day of August 2001

GOVERNMENT NOTICES (Continued)

This is Annexure A to
Territory Plan Variation No. 179



GOVERNMENT NOTICES (Continued)**Interim Heritage Places Register
NOTICE**

Pursuant to section 60(1) of the *Land (Planning and Environment) Act 1991* notice is given that the following places have been included in an interim Heritage Places Register.

- **Hall Village Precinct, Division of Hall and District of Gungahlin, ACT**
- **Aboriginal Places (2), District of Coree, ACT**
- **Aboriginal Place (1), District of Cotter River, ACT**

Copies of the interim Register citations may be viewed at the Environment Information Centre, Level 2, Macarthur House, 12 Wattle Street, Lyneham or at ACT Government Shopfronts and Public Libraries.

EFFECT OF INCLUSION IN AN INTERIM REGISTER

Pursuant to section 55 of the *Land (Planning and Environment) Act 1991*, during the defined period an interim Heritage Places Register has effect as if it were the Heritage Places Register. The Territory, the Executive, a Minister, or a Territory authority shall not do any act, or approve the doing of any act, which would be inconsistent with the Heritage Places Register.

The 'defined period' means the period commencing on the date the interim Register is notified in the Gazette under section 60 and terminating at the expiration of – (a) the day before the date a Heritage places Register prepared in consideration of the interim Register comes into effect under section 30; or (b) the period specified in that notice in the Gazette; whichever is shorter.

REVIEW OF DECISION

Pursuant to section 282A(5) of the *Land (Planning and Environment) Act 1991*, a person whose interests in relation to land are affected by the decision may apply to the Administrative Appeals Tribunal (AAT) for a review of the above decision of the Heritage Council to include a provision, in respect of a place listed above, in an interim Heritage Places Register.

FURTHER INFORMATION

Requests for further information should be made to:
The Secretary, ACT Heritage Council, PO Box 144, LYNEHAM ACT 2602
Telephone: 6207 7378 Facsimile: 6207 2200

GOVERNMENT NOTICES (Continued)**Environment ACT*****Environment Protection Act 1997*****Environment Protection Agreements**

Notice is hereby given that under Section 41 of the Act, environment protection agreements to conduct activities have been reached with the organisations set out below:

Organisation	Brief Description of Activity	Location
PA & A Partnership	Land Development	57 William Wilkins Cres, Isaacs ACT 2607
GE Shaw & Associates R & F Management Pty Ltd	Land Development Land Development	20 Challis St Dickson, ACT 2602 9-11 Stephens Rd Queanbeyan NSW 2620
Kenoss Contractors Pty Ltd	Land Development	6/34 Gladstone St Fyshwick ACT 2609
Advance Demolition & Recycling Pty Ltd	Land Development	Unit 714 Woden Transport Depot Phillip ACT 2606

Annual Review of Authorisations

Under Section 57 of the Act the following environmental authorisations have been reviewed, and the EMA decided not to take any action under the Act in respect of these authorisations.

Organisation	Brief Description of Activity	Location
A Class Appliance Pty Ltd	Use of CFCs and HCFCs	1 Tanderra Cres Ngunnawal ACT 2913
Kevin Wearne	Use of CFCs and HCFCs	Facilities Building 17 HMAS Harman, Harman ACT 2600
Proactive Airconditioning Pty Ltd	Use of CFCs and HCFCs	Unit 2, 184 Gladstone St Fyshwick ACT 2609
Honeywell	Use of CFCs and HCFCs	69 Tennant St Fyshwick ACT 2609
Lee and Thomas	Use of CFCs and HCFCs	95 Grenville Court Phillip ACT 2606
Commonwealth Motors Pty Ltd	Use of CFCs and HCFCs	158 Melrose Dr Phillip ACT 2606
Kimaire	Use of CFCs and HCFCs	10-12 Kemble Court Mitchell ACT 2911
Facilities and Services (ANU)	Use of CFCs and HCFCs	ANU, Acton ACT 2601
Belconnen Automotive Repair Services	Use of CFCs and HCFCs	74 Grimwade St Mitchell ACT 2911
The Engineering Group Pty Ltd	Use of CFCs and HCFCs	Unit 3, 49-51 Wollongong St Fyshwick ACT 2609
Spence Auto Electrics	Use of CFCs and HCFCs	Clarey Cres Spence, ACT 2615
Carvolth Refrigeration	Use of CFCs and HCFCs	504 Norton Rd Wamboin NSW 2620

GOVERNMENT NOTICES (Continued)

Ikes Motors Pty Ltd	Use of CFCs and HCFCs	T/2 124 Melrose Dr Phillip ACT 2606
Rolfe Motor Corporation No.5 Pty Ltd	Use of CFCs and HCFCs	29 Botany St Phillip ACT 2606
Research School of Biological Sciences (ANU)	Use of CFCs and HCFCs	Biology Road Acton ACT 2601
Premier Appliance Service (ACT) Pty Ltd	Use of CFCs and HCFCs	38 Kembla St Fyshwick ACT 2609
Totalcare Industries Limited	Use of CFCs and HCFCs	255 Canberra Ave Fyshwick ACT 2609
King Air Pty Ltd	Use of CFCs and HCFCs	Unit 3, 17 Lyell St Fyshwick ACT 2609
Trane Australia	Use of CFCs and HCFCs	176 Gladstone St Fyshwick ACT 2609
City Centre Auto Electrical Pty Ltd	Use of CFCs and HCFCs	32 Mort St Braddon ACT 2612
Canberra Deep Space Communication Complex	Use of CFCs and HCFCs	Paddy's River Rd Tharwa ACT 2620
Combined Air Conditioning and Refrigeration Services	Use of CFCs and HCFCs	12 Forrest Pl Kambah ACT 2902

Under Section 135 of the Act, an application may be made to the Administrative Appeals Tribunal for a review of the decision to grant an Environmental Authorisation. The Administrative Appeals Tribunal can be contacted on telephone (02) 6217 4277.

Copies of Agreement and Authorisation documents are available for public inspection, during business hours, at the office of the Environment Management Authority, Level 2, South Wing, Macarthur House, Wattle Street Lyneham ACT.

Dated the 15th day of August 2001
Environment Management Authority



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