



Australian Capital Territory

Gazette

No. 1, Thursday 6 January, 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.

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 \$1.00 per word or \$100.00 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 \$5.00 (or \$2.00 for a Special Gazette) from the ACT Government shopfront, Legislation/Gazette sales counter, East Row, Canberra City.

Subscriptions to the Gazette may be arranged through the Gazette Office at a price of \$360.00 (1 July 1999 - 30 June 2000) 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

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:

- 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.

Vacancies

THE CANBERRA HOSPITAL

**Clinical Support Services
Clinical Training Unit
Administrative Service Officer Class 3
\$32,017 – \$34,554, Canberra (PN.29855)**

Closing date: 20 January 2000

Duties: Provide administrative support to the Director and Coordinator of Clinical Training; assist in the regular activities of the Clinical Training Unit including; preparation of timesheets related to the General Clinical Training Program; data entry and evaluation of various Unit activities; assist with the organisation of the Junior Medical Officers Orientation Program.

Eligibility/other requirements: Previous experience and proven ability in the provision of a wide range of administrative support is desirable

Contact Officer: Dr Jo Burnand (02) 6244 3506

Selection documentation may be obtained from Human Resource Management Unit

(02) 6244 2566

Apply: 16

CC: 8815

Corporate Services

Hotel Services

Ward Clerks

Administrative Service Officer Class 4

\$35,685 - \$38,745, Canberra (PN. 20925)

Closing date: 20 January 2000

Duties: Supervise and co-ordinate the daily operations of the Ward Clerk sub section ensuring that operational requirements are met at all times.

Be responsible for the development and maintenance of an efficient rostering system and the provision of relief staff as required.

Eligibility/other requirements:

Contact Officer: Ray Key (02) 6244 2137

Selection documentation may be obtained from Human Resource Management Unit

(02) 6244 4168

Apply: 16

CC: 8305

EMPLOYMENT (Continued)

Corporate Services

Performance Management Unit
Senior Officer Grade B, \$64,307 – \$72,393, Canberra
(PN.29862)

Closing date: 20 January 2000

Duties: Negotiate, and coordinate the development of the Purchase Agreement (between the Department of Health and Community Care and The Canberra Hospital) and the Statement of Intent (between the Treasurer and The Canberra Hospital) including development of appropriate performance measures.

In conjunction with the Financial Management and Information Management Groups, monitor and report on deliverable's under the Purchase Agreement and Statement of Intent including measures of quality, timeliness and effectiveness.

Contact Officer: Gordon Lee Koo (02) 6244 2608
 Selection documentation may be obtained from Human Resource Management Unit
 (02) 6244 3139
 Apply: 16
 CC: 8300

ACT COMMUNITY CARE

Community Health Care Program
Intake Assessment Unit
Administrative Service Officer Class 2
\$28,110-\$31,171, Canberra (PN. 24274)

Closing date: 20 January 2000

Duties: As a member of a team, provide administrative assistance in the day to day operations of the Intake and Assessment Unit. Maintain confidential client record systems and input data to computerised Intake Database. Provide high quality customer service.

Contact Officer: Jillian Clark (02) 62077057
 Selection documentation may be obtained from Jillian Clark
 (02) 62077057
 Apply: 21
 CC: G00243

ACT Community Care
Child, Youth and Women's Health Program
Breastscreening
Professional Officer Class 2 \$42,986-\$48,040, Canberra
(PN. 23317)

Closing date: 20 January 2000

Duties: Expected vacancy within BreastScreen ACT for casual, temporary and permanent radiographers
 Eligibility/other requirements Experience in mammography preferred, eligible for membership with the Australian Institute of Radiography

Contact Officer: Sue Richardson (02) 62051932
 Selection documentation may be obtained from Sue Richardson (02) 62051932
 Apply: 21 CC: G00243

ACT Community Care
Child, Youth and Women's Health Program
NURSE AUDIOMETRIST
Registered Nurse Level 2, \$42,723 – 45,423, Canberra
(PN. 26525)

Closing date: 20 January 2000

Duties: The Child, Youth & Women's Health Program is seeking a person suitably qualified in Community Audiometry to work as a member of a multidisciplinary team providing audiometry services predominantly to children and youth. The position involves clinic-based services located in the City Health Building and health education/promotion activities. Eligibility/other requirements: Applicants must have current registration as a nurse in the ACT, hold a current driver's licence, have undertaken studies and have recent work experience in Community Audiometry

Note: This is a permanent fulltime position. Applicants interested in part time work will also be considered

Contact Officer: Jenny Hazelton (02) 62051356
 Selection documentation may be obtained from Gayle Galpin (02) 62051197
 Apply: 21
 CC: G00243

ACT Community Care
Child, Youth and Women's Health Program
COMMUNITY ASTHMA SUPPORT SERVICE
Registered Nurse Level 2, \$42,723 – 45,423, Canberra
(PN. 28286)

Closing date: 20 January 2000

Duties: The Child, Youth and Women's Health Program is seeking a suitably qualified person to work temporarily within the Community Asthma Support Service. This position involves individual consultation, health education and promotion activities to target groups within the community.

Eligibility/other requirements: Applicants must have current registration as a nurse in the ACT, hold a current driver's licence and have recent paediatrics/respiratory nursing experience
 Note: This is a temporary fulltime position (maternity leave locum)

Contact Officer: Jenny Hazelton (02) 62051356
 Selection documentation may be obtained from Gayle Galpin (02) 62051197
 Apply: 21
 CC: G00243

ACT Community Care
Allied Health, Physiotherapy Services
Technical Officer Class 1, Physiotherapy Assistant, \$
29,636-\$ 30,964, Canberra
(PN 23128)

Closing date: 20 January 2000

Duties: Physiotherapy assistant required for busy Physiotherapy Department.

EMPLOYMENT (Continued)

Eligibility/other requirements: Enrolled Nurse Aide/Rehabilitation Aide Certificate or equivalent qualifications and /or experience is desirable.

Contact Officer: June Gunning (02) 62442670
Selection documentation may be obtained from June Gunning (02) 62442670
Apply: 21
CC: G00243

**ACT Community Care
Integrated Health Care Program and Child, Youth and Women's Health Program
Registered Nurse Level 4.2, \$59,484, Canberra (PN. 28628 & 28631)**

Closing date: 12 January 2000
Duties: ACT Community Care is seeking suitability qualified and experienced people to undertake the roles of clinical nurse (ADON) in the Child, Youth and Women's Health Care, and Integrated HealthCare Programs
These two newly created roles will provide clinical leadership and support to nurses working with in the relevant program. The ADON's will support the Principle Nurse in the integration of nursing roles in multidisciplinary teams, while maintaining a clinical governance role ensuring professional development and competency standards are monitored and maintained.

Contact Officer: Jenny Brogan (02) 62051370 for PN 28628 and Giovanna Richmond (02) 62055471 for PN 28631
Selection documentation may be obtained from Gillian Peelgrane (02) 62052099
Apply: 21
CC: G00243

**ACT Community Care
Child, Youth and Women's Health Program
MULTIDISCIPLINARY TEAM
Community Medical Officer 2A,
\$60,977 – \$67,379, Canberra (PN. 25783)**

Closing date: 20 January 2000
Duties: The Child, Youth and Women's Health Program is seeking to employ a medical practitioner to undertake clinical duties providing medical and developmental assessments of children and youth with complex problems. This position will be located at a Community Health Centre, working as a member of a regional multi-disciplinary team.

Eligibility/other requirements: Applicants must be registered as a medical practitioner in the ACT and possess postgraduate qualifications or experience in community child health

Contact Officer: Jenny Hazelton (02) 62051356
Selection documentation may be obtained from Gayle Galpin (02) 62051197
Apply: 21
CC: G00243

CANBERRA TOURISM AND EVENTS CORPORATION

**Marketing and Communication
Marketing Projects Manager
Senior Officer Grade C, \$54,425-\$58,683 p.a (PN. 11035)**

Closing date: 20 January 2000
Manage the Tourism Development sub section. Manage the cooperative marketing programs. Manage the Marketing Project Team. Prepare financial and operation reports.
Note: This position may filled by selection from application and referee report only.
Contact Officer: Mark Jensen (02)62078717
Selection documentation: Sally O'Connor (02)62050666

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Duty statements and selection criteria are accessible on the Internet at the following address:
<http://www.decs.act.gov.au/home/wfpm/Error! Bookmark not defined.> or may be requested using email to **Error! Bookmark not defined.** wfpm.webmaster@decs.act.gov.au.
Applicants may be assessed on application and referee reports only. Applicants should submit two written referee reports with their application.

**Sport and Corporate Resources
Bureau of Sport and Recreation
ACT Academy of Sport
Professional Officer Class 1 \$29976-42054, Canberra
(PN. 5769 & 15088)**

Closing date: 20 January 2000
Duties: Under the general direction of the Senior Sports Physiologist, provide sports science services to ACT Academy of Sport athletes and coaches. Assist with the planning and development of sports science programs. Supervise casual sports science staff. Assist with relevant applied research aimed at improving performances of Academy athletes.
Eligibility/other requirements: Relevant tertiary qualifications in the area of human movement and expertise in the area of sports physiology.

Note: These are fixed term temporary positions at 18:23 hours per week, available immediately for up to 12 months.

Contact Officer: Gerald Van Ewyck
(02) 6207 4388
Selection documentation may be obtained from Garvin Francis (02) 6207 4388
Apply: 12
CC: 01

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 Communication and Community Services
Faculty Management Unit
Administrative Service Officer Class 3
\$32017-\$34554, Canberra (PN. 55034)

Closing date: 20/01/2000

Duties: Provide comprehensive executive and administrative support to the Dean and Deputy Dean of Faculty. Arrange and service meetings and conferences; attend to enquiries; arrange, record and regulate appointments and undertake advanced word processing/desktop publishing tasks as required.

Contact Officer: P Cook (02) 62074923
 Selection documentation may be obtained from
 E Boutzios (02) 62074960
 Apply: 11
 CC: G00193

Education Delivery Program
Faculty of Communication and Community Services
Contemporary Music
Technical Officer Level 3 \$37067-\$42054, Canberra (PN. 55049)

Closing date: 20/01/2000

Duties: Provide technical support in the field of Contemporary Music including technical/computing skills in software and equipment associated with recording music. Manage technical aspects of performance and presentation. Maintain recording equipment.
 Eligibility/other requirements: Possession of an Associate Diploma or Diploma level qualifications from a recognised tertiary institution applicable to the field of audio engineering or possess other qualifications and/or experience acceptable for the position.

Note: This position is available for temporary transfer or temporary employment from 20 May 2000 for 5 years.

Contact Officer: A McGuiness (02) 62073775
 Selection documentation may be obtained from
 S. Kircher (02) 62074960
 Apply: 11
 CC: G00193

Education Delivery Program
Faculty of Communication and Community Services
Community Development
Teacher Band 1 \$34394-\$46942, Canberra
(PN. 51175)

Closing date: 20/01/2000

Duties: Teach as required by Head of Department, specifically in the area of Welfare, Community Development and related disciplines to the Diploma level. Assist with the development of curricula, set and mark examinations, assess student performance and maintain records.
 Eligibility/other requirements: Appropriate tertiary qualifications relevant to teaching Disability studies and/or Welfare studies at the Associate Diploma level. At least five years of relevant vocational/industrial professional

experience OR Possess such other qualifications and/or experience acceptable for the position. Possess or be eligible to obtain a degree or diploma in adult education.
 Note: This position is available for temporary transfer or temporary employment from 18 March 2000 to 17 December 2001.

Contact Officer: S. Campbell or J. Sansoni
 (02) 62074914
 Selection documentation may be obtained from
 S. Kircher (02) 62074960
 Apply: 11
 CC: G00193

Division of Learning Services
Research and Evaluation Unit
Teacher Band 1 (Educational Development and Support)
\$34394-\$46942, Canberra (PN. 51223)

Closing date: 20/01/2000

Duties: As a member of a team, respond to internal and national educational research briefs and develop research proposals. Under minimal supervision, manage educational research projects. Assist in the development and implementation of relevant educational policies and procedures.
 Eligibility/other requirements: Tertiary qualifications relevant to educational research. Five years or more of industrial/vocational/professional experience or possess such other qualifications and/or experience acceptable for the position.

Note: This position is available for temporary transfer or temporary employment for a period of 5 years.

Contact Officer: B Clayton (02) 62074844
 Selection documentation may be obtained from
 A Chatterjee (02) 62074838
 Apply: 11
 CC: G00193

Division of Learning Services
Library and Learning Centre
Professional Officer Class 1 \$29976-\$42054, Canberra
(PN. 54591)

Closing date: 20/01/2000

Duties: Provide a reference, circulation and information service. Acquire, catalogue and index material for the collection. Provide reader education programs and liaise with teaching staff.
 Eligibility/other requirements: Degree or Diploma together with training in librarianship which qualifies for admission to Associate Membership of the Australian Library and Information Association or a recognised course of integrated study in librarianship.

Note: This position is available for temporary transfer or temporary employment for a period of 2 months with possible extensions.

Contact Officer: L. Fletcher (02) 62073375
 Selection documentation may be obtained from
 L. Black (02) 62073473
 Apply: 11
 CC: G00193

EMPLOYMENT (Continued)

DEPARTMENT OF URBAN SERVICES

**Operations Group
Information Planning and Services Branch
ACT Library and Information Services Section
Women's Information and Referral Centre
Administrative Service Officer Class 4
\$35,685-\$38,745, Canberra (PN. 42179)**

Closing date: 20/1/2000

Duties: Women's Information and Referral Centre (WiRC) is seeking a highly committed, experienced and caring person to work as part of a small team in the development and provision of targeted services and programs for the women of the ACT. This position has responsibilities relating to assisting with the provision of information and referral services and programs to a mainly female clientele, particularly assisting and supporting clients who are stressed or in crisis. Other duties include assisting with the management of day to day operations of centre facilities especially by providing administrative support including financial and budget processing and reporting and maintenance and dissemination of statistics and reports.

Eligibility/other requirements: A tertiary qualification in a relevant field or equivalent experience is highly desirable.

Note: This position is available for temporary filling from 1 February 2000 until 30 January 2001.

Contact Officer and Selection Documentation: Josephine De Flumeri (02) 6205 0713
Apply: 34
CC: 182

**Environment ACT
ACT Parks and Conservation Service
Ranger 1 \$28,110-\$31,171, Canberra
(PN. Several Positions)**

Closing date: 14/1/2000

Duties: Under general direction, undertake one or more of the following duties: Perform public relations and agency liaison functions in line with duties; conduct guided tours; provide assistance and guidance and answer public enquires for nature reserve users, members of the community, and rural leaseholders adjacent to reserve lands. Undertake appropriate management actions and interpretive activities for natural and cultural resources management on both nature reserves and rural lands. The ranger may be required to supervise subordinate staff and/or overview contract work. Eligibility/other requirements: Current drivers licence. Willingness to work regular weekend and shift duty.

Note: The occupants of these positions will be rotated to other positions at the same level within the Service, will be required to wear a uniform, may be expected to work at an isolated establishment, must be physically fit and able to undertake fire-fighting duties as directed. These positions may be filled either on temporary contract or permanently.

Contact Officer: Virginia Logan (02) 6207 2904
Selection documentation: To be collected from Environment ACT Information Centre, Macarthur House, 12 Wattle Street Lyneham or the reception counter at the Parks and Conservation Service, Headquarters, Athllon Drive. Or contact Lynne Harrington at lynne.harrington@act.gov.au.
Apply: 34
CC: 192

**Environment ACT
ACT Parks and Conservation Service
Tidbinbilla Subsection
Administrative Service Officer Class 2
\$28,110-\$31,171, Canberra (PN. 14230)**

Closing date: 20/1/2000

Duties: Under supervision, assist in the development of interpretation, education and tourism activities and programs, promoting Aboriginal heritage in the ACT. Liaise with tourism operators and agencies to assist in the appropriate interpretation of Aboriginal heritage in the ACT.
Eligibility/other requirements: Current driver's licence and must be physically fit.

Contact Officer: Stephen Hughes (02) 6207 2240
Selection documentation may be obtained from Lynne Harrington (02) 6207 2242
Apply: 34
CC: 192

Appointments

THE CANBERRA HOSPITAL

**Professional Officer Class 1
\$29,976-42,054**
Jane Pepper: 752-29037, Section 67, 16.12.99
CC: 2224

**Professional Officer Class 1
\$29,976-42,054**
Rowena McGregor: 755-60897, Section 67, 20.12.99
CC: 2224

EMPLOYMENT (Continued)**Administrative Service Officer Class 2****\$28,110-31,171**Margaret Meekin: 735-32526, Section 67, 20.12.99
CC: 2224**Administrative Service Officer Class 2****\$28,110-31,171**Mary Monahan: 739-65284, Section 67, 15.12.99
CC: 2231**Administrative Service Officer Class 2****\$28,110-31,171**Susan Bennett: 747-04844, Section 67, 22.12.99
CC: 2222**Administrative Service Officer Class 2****\$28,110-31,171**Eva Cuniffe: 747-04764, Section 67, 22.12.99
CC: 2211**ACT COMMUNITY CARE****Administrative Service Officer Class 6,****\$42,986-\$49,378**Glenda McCarthy: 740-94599, Alcohol and Drug Program,
68(1), 13/12/99
CC: G00243**Registered Nurse Level 2****(Multiclassified position) \$42,986-\$49,378**Patricia Heaney: 740-94871, Alcohol and Drug Program,
68(1)/9/12/99
CC: G00243**Professional Officer Class 2,****\$42,986-\$48,040**Glenys Duda, 740-87903, Integrated Health Care Program,
68(1) 10/1/00
CC: G00243**Professional Officer Class 2,****\$42,986-\$48,040**Nadine Laschko, 752-00242, Integrated Health Care
Program, 68(1) 7/2/00
CC: G00243**CHIEF MINISTER'S DEPARTMENT****Administrative Service Officer Class 5,****\$40,598-\$43,048p.a**Annette Helen Wrightson: AGS No: 735-60834, Section
Olympics Unit, Enter Section 68(1) , 16/12/1999
CC: 03A350**Administrative Service Officer Class 3,****\$32,657-\$35,245 p.a**Alicia Aguilera: AGS No: 735-15404, Section Business
Support and Employment, Enter Section 68(1)
17/12/1999
CC: 03A350**DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES****School Assistant 2****\$23903-\$26506**Susan May Baird: 719-39365, Section 68(1)
13 December 1999
CC: 01**School Assistant 2****\$23903-\$26506**Beryl Anne Williams: 736-37520, Section 68(1),
13 December 1999
CC:01**School Assistant 2****\$23903-\$26506**Francis Joseph Murphy: 736-37491, Section 68(1), 15
December 1999
CC: 01**Administrative Service Officer Level****\$39802-\$42204**Mark Andrew Huddleston: 745-74277, Section 68(1), 16
December 1999
CC: 01**Professional Officer Class 2****\$42986-\$48040**Anne Marie Clarke 751-77097, Section 68(1),
23 December 1999
CC: 01**DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY****Administrative Service Officer Class 6;****\$42,986 - \$49,378**Trina Louise Stiff: 747-51480 , Section 68, 15/12/99
CC: 03A385**Administrative Service Officer Class 5;****\$39,802 - \$42,204**Paul Gerard McMahon; 747-85605; Section 68; 15/12/99.
CC: 03A168**Administrative Officer Class 3;****\$32,017 - \$34,554**Anne Margaret Diduk; 747-83968; Section 68, 15/12/99
CC: 03A372**Administrative Service Officer Class 3;****\$32,017 - \$34,554**Sharon Lynne Steele: 747-84100, Section 68, 15/12/99
CC: 03A372**DEPARTMENT OF URBAN SERVICES****General Service Officer Level 5****\$27,450-\$29,067**Elizabeth Ellen Reed: AGS No 757-50797,
Section 68(1), Date of Effect 15/12/1999 CC: 181

EMPLOYMENT (Continued)

General Service Officer Level 5

\$27,450-\$29,067

Amber Howe: AGS No 745-02740, Section 68(1), Date of Effect 15/12/1999
CC: 181

Professional Officer Class 1

\$29,967-\$42,054

Janine Goodwin: AGS No 754-17038, Section 68(1), Date of Effect 20/12/1999
CC: 191

Administrative Service Officer Class 2

\$28,110-\$31,171

Leona-Maree Hardman: AGS No 748-53890, Section 68(1), Date of Effect 23/12/1999
CC: 178

Administrative Service Officer Class 2

\$28,110-\$31,171

Valerie Dare Forsyth: AGS No 757-50834, Section 68(1), Date of Effect 23/12/1999
CC: 178

Promotions

Promotions under the *Public Sector Management Act 1994*

This preamble applies to promotions made under the old PS Act. A new Preamble printed after this Preamble has been added to describe the requirements for promotion review in the new PS Act

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.

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

EMPLOYMENT (Continued)

- (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, 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.

EMPLOYMENT (Continued)

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.

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.

EMPLOYMENT (Continued)

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, 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 AND COMMUNITY CARE

**Population Health Division
Health Protection Service
ACT Government Analytical Laboratory**

Julianne Doughert: AGS No: 742-40496

From: Professional Officer Class 1, \$29976-42054

Department of Health and Community Care

To: Professional Officer Class 2, \$42986-48040

ACT Government Analytical Laboratory, Health

Protection Service, Department of Health and

Community Care, Canberra (PN. 26222) (PS 43

28/10/99)

CC: 03A550

EMPLOYMENT (Continued)

THE CANBERRA HOSPITAL

Corporate Services Human Resource Management Unit

Marnie Hodsdon

From: Graduate Administrative Assistant
\$24,259 – \$31,171
To: Administrative Service Officer Class 4
\$35,685 - \$38,745

Human Resource Management Unit, Canberra
(PN 29858)

Duties: Work as part of a small team undertaking a range of Human Resource Management (HRM) projects; provide clerical support to the team; contribute to the implementation of specific HRM initiatives; act as a client contact officer for HR advice and assistance; undertake the less complex communication tasks on behalf of the team.

Note: This is a non advertised appellable promotion; any suitably qualified ACTPS Officer is eligible to appeal.
CC: 8301

Nursing Branch Neuroscience Ward

Amanda Terrill: AGS No: 261-24060

From: Registered Nurse Level 1 \$31,926 - \$41,375
To: Registered Nurse Level 2 \$42,723 - \$45,423
Nursing Branch Neurosciences Ward, Canberra
(PN. 22152) (25 November 1999)
CC: 8893

Nursing Branch Renal Medicine

Marguerite Smyth: AGS No: 261-64636

From: Registered Nurse Level 2 \$42,723-\$45,423
To: Registered Nurse Level 3 \$47,110-\$50,147
Medical SMT, Renal Medicine, Canberra
(PN. 22388) (18 November 1999)
CC 8841

Medical Imaging Administration

Paul Garbuio: AGS No: 607-92871

From: Administrative Service Officer Class 1
\$14,902-\$27,450
To: Administrative Service Officer Class 2
\$28,110-\$31,171

Medical Imaging Branch, Administration Section,
Canberra (PN. 25071) (11 November 1999)
CC 8494

Please note: This position was advertised as several positions.

ACT Mental Health Services Hennessy House

Stephen Keiley: AGS No: 735-30037

From: Registered Nurse Level 2 \$42,723 – \$45,423
The Canberra Hospital
To: Registered Nurse Level 3 \$47,110 – \$50,147
Mental Health Hennessy House, Canberra
(PN.22603) (26 August 1999)
C: 8651

Peter Carter: AGS No: 734-51400

From: Registered Nurse Level 1 \$31,926 - \$41,375
The Canberra Hospital
To: Registered Nurse Level 2 \$42,723 - \$45,423
Mental Health Hennessy House, Canberra (PN 27070) (14 August 1999)
CC: 8651

Lucyna Powter: AGS No: 260-99985

From: Registered Nurse Level 1 \$31,986 - \$41,375
The Canberra Hospital
To: Registered Nurse Level 2 \$42,723 - \$45,423
Mental health Hennessy House, Canberra (25917) (14 August 1999)
CC: 8651

ACT COMMUNITY CARE

Disability Program Director and Support Services

Claire Roberts AGS No: 735-15283

From: Graduate Administrative Assistant,
\$24,259-\$31,171
Chief Ministers Department
To: Administrative Service Officer Class 5,
\$39,802-\$42,204
Disability Program, ACT Community Care,
Canberra (PN. 10660)

Duties: To provide timely advice and support to the teams of the Disability Program on a range of human resource issues. Prepare reports, correspondence and guidelines in relation to staffing. Monitor and review staffing profile to identify turnover and make recommendations for human resource planning.

Note: This advancement is made under section 65(3) of the Public Sector management Act and is appellable.

Primary and Integrated Care Child, Youth and Women's Health Program

Alice Jones AGS No: 608-13513

From: Registered Nurse Level 4.2, \$59,484
ACT Community Care
To: Senior Officer Grade B, \$64,307-\$72,393,
Child, Youth and Women's Health Program,
ACT Community Care, Canberra (PN 26602)

Dental Health Program

Dr Sachidanand Raju AGS No: 607-90649

From: Dental Officer Level 3, \$74,084-\$75,522
ACT Community Care
To: Principal Dental Officer, \$80,118
Dental Health Program, Canberra (PN 28384)

Integrated Health Care Program

Inger Nielsen

From: Registered Nurse Level 2, \$42,723-\$45,423
ACT Community Care
To: Registered Nurse Level 3, \$47,110-\$50,147
Integrated Health Care Program, Canberra
(PN 22589)

EMPLOYMENT (Continued)**Academic Unit of General Practice and Community Care****Jenny Jackson**

From: Administrative Service Officer Class 3,
\$32,017-\$34,554

ACT Community Care

To: Administrative Service Officer Class 4,
\$35,685-\$38,745

**Academic Unit of General Practice and Community Care,
Canberra (PN 28535)**

CHIEF MINISTER'S DEPARTMENT**Nicole Coyles AGS No: 745-24034**

From: Centerlink (1) \$25,403-\$31,881p.a
Centerlink

To: Administrative Service Officer Class 4,
\$36,399-\$39,520p.a

Olympics Unit Chief Minister's Department

Canberra (PN. 55249) (PS 44)

4 November 1999

Note: This promotion is made as an appointment under Section 115 of the *Public Sector Management Act 1994* and is a deemed promotion. All eligible officers may appeal against the decision in accordance with the provision of the *Public Sector Management 1994*.

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES**Human Resources****Workforce Planning and Management Section****Linda Michele Bower AGS No: 716-03095**

From: Administrative Service Officer Class 3
\$32017-\$34554

ACT Department of Education and Community Services

To: Administrative Service Officer Class 4
\$35685-\$38745

Human Resources ACT Department of Education

and Community Services, Canberra (PN. 351)

(PS 32 12/8/1999)

CC: 01

Children's Youth and Family Services Bureau**Family Services****Child Care and Protection Court Services****Gregory Thomas Styman AGS No: 710-43745**

From: Legal Officer Grade 1 \$32985-\$67631
ACT Government Solicitors Office

To: = Senior Officer Grade B \$64307-\$72393

Court Unit ACT Department of Education and
Community Services, Canberra (PN. 11297)

(PS 42) (21/10/99)

CC: 01

Human Resources Branch**Staff Development Section****Elizabeth Anne Synnott AGS No: 027-40029**

From: School Assistant 2 \$23903-26506

ACT Department of Education and Community
Services

To: Administrative Service Officer Class 3
\$32017-34554

Staff Development Section ACT Department of
Education and Community Services, Canberra
(PN.174) (PS43 28/10/1999)

CC: 01

Sport and Corporate Resources Division**Information Technology Support Section****Lorraine Elizabeth Nicol AGS No: 324-40588**

From: Teacher Level 2 \$52456-54390

ACT Department of Education and Community
Services

To: =Senior Officer Grade C \$54425-58683

Information Technology Support Section ACT Department of
Education and Community Services, Canberra (PN. 3123)

(PS 46 18/11/1999)

CC: 01

Sport and Corporate Resources Division**Information Technology Support Section****Natalie Louise Lister AGS No: 033-13934**

From: Teacher Level 2 \$52456-54390

ACT Department of Education and Community
Services

To: =Senior Officer Grade C \$54425-58683

Information Technology Support Section ACT Department of
Education and Community Services, Canberra (PN. 3117)

(PS 46 18/11/1999)

CC: 01

CANBERRA INSTITUTE OF TECHNOLOGY**Division of Corporate Services****Academic Records Unit****Awards and Graduation Office****Gregory Rhys Knight AGS No: 744-91009**

From: Administrative Service Officer Class 1
\$14902-\$27450

Canberra Institute of Technology

To: Administrative Service Officer Class 4

\$35685-\$38745

Academic Records Unit, Canberra Institute of

Technology, Canberra (PN. 54024) (Gazette No. 42

21/10/99)

CC: G00193

Division of Learning Services**International Services Unit****Lynne Patricia Latta AGS No: 739-82527**

From: Administrative Service Officer Class 4

\$35685-\$38745

Canberra Institute of Technology

To: Administrative Service Officer Class 5

\$39802-\$42204

International Services Unit, Canberra Institute of Technology,

Canberra (PN. 55155)

(Gazette No. 41 14/10/99)

CC: G00193

EMPLOYMENT (Continued)

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

POLICY & REGULATORY DIVISION Legislation & Policy Branch

Tania Manuel AGS No: 747-85779

From: Graduate Administrative Assistant
\$24,259 - \$31,171
Department of Justice & Community Safety
To: Administrative Service Officer Class 4
\$35,685 - \$38,744

Department of Justice & Community Safety,
Legislation & Policy Branch, Canberra (PN.43333)

Duties: Perform research, legal and administrative tasks; provide advice on less complex questions of law, practice and policy; and prepare instructions for the drafting of less complex, new or amending legislation.

Note: This promotion is made under section 83 of the Public Sector Management Act 1994 and is to a non advertised vacancy. Any suitable qualified officers may appeal.
CC: 03A373

RESOURCE MANAGEMENT Budget Management

Robin John Gadsdon AGS No; 737-48635

From: Senior Officer Grade C; \$54,425 - \$58,683
Department of Justice & Community Safety
To: Senior Officer Grade B; \$64,307 - \$72,393
Department of Justice & Community Safety,
Resource Management Section, Canberra
(PN.46144) (Gaz. 46 of 18/11/99)
Non appealable
CC: 03B168

EMERGENCY SERVICES BUREAU

Corporate Support Finance

Darren Smith: AGS No 710-38727

From: ASO 1 - \$14902 - \$27450
Justice and Community Safety
To: ASO 3 - \$32017 - \$34554
Finance Section – Emergency Services Bureau –
Justice and Community Safety Canberra
(PN.12946)
(Commonwealth Gazette No 39- dated
30.9.99)

DEPARTMENT OF URBAN SERVICES

Planning and Land Management Group Building and Services Branch ACT Land Information Centre

A. Petrow: AGS No. 314-48860

From: **Professional Officer Class 2 \$42,986-\$48,040**
Urban Services
To: = Senior Professional Officer Grade C
\$54,425-\$58,583
ACT Land Information Centre, Urban Services,
Canberra (PN. 46695) (PS 41. 14/10/1999)
CC: 178

Operations Group City Operations Branch Urban Rangers and Approval Services Section

G. F. Paterson: AGS No 753-52828

From: General Service Office Level 6
\$29,067-\$30,536
Urban Services
To: Administrative Service Officer Class 4
\$35,685-\$38,745
Urban Rangers and Approval Services Section,
Urban Services, Canberra (PN. 46685)
(PS41, 14/10/99)

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: 180

Operations Group Information Planning and Services Branch ACT Library and Information Services Section

M. H. Fogarty: AGS No 710-39164

From: Administrative Service Officer Class 1 \$14,902-\$27,450
Urban Services
To: = Administrative Service Officer Class 2
\$28,110-\$31,171
Information Planning and Services Section, Urban Services,
Canberra (PN. 46093) (PS16, 22/4/99)

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

Corporate Group Corporate Budgets and Asset Management Section

B. W. Kemp: AGS No 735-15259

From: Graduate Administrative Assistant
\$24,744-\$31,794
Chief Ministers Department
To: Administrative Service Officer Class 4 \$36,399-\$39,520
Corporate Budgets and Asset Management Section
Canberra (PN. 3535)

EMPLOYMENT (Continued)

Duties: Under general direction, assist in the coordination and management of the Department's Internal Audit Program. Arrange meetings with staff and auditors to review progress against the Internal Audit Program, develop audit plans and finalise audit reports.

Eligibility/other requirements: Accounting degree or equivalent experience.

Note: This promotion is to a non-advertised vacancy and all suitably qualified officers are eligible to appeal against this promotion. 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 ACT Gazette.

**Planning and Land Management Group
Building and Services Branch
Building Electrical and Plumbing Control Section**

K.J. McKAY: AGS No 748-54754

From: APS 1 \$25,703-\$28,375
Comcare

To: Administrative Service Officer Class 2 \$28,110-\$31,171
Building Electrical and Plumbing Control Canberra (PN. 12501) (PS 40, 7/10/99)

Note: This promotion is made as an appointment under Section 115 of the Public Sector Management Act 1994 and is a deemed promotion. All eligible officers may appeal against this decision in accordance with the provision of the Public Sector Management Act 1994. 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 ACT Gazette. This position was advertised as several.

**Policy Co-ordination Group
Infrastructure Policy Branch
ACT Roads and Stormwater Section**

M. N. Kinch: AGS No 754-16908

From: Graduate Administrative Assistant
\$24,744-\$31,794
Urban Services

To: Administrative Service Officer Class 5 \$40,598-\$43,048
ACT Roads and Stormwater Section (PN. 865)

Duties: As part of a small team, assist in research and development of policy and planning proposals. Coordinate the Section's involvement in national bodies, in particular AUSTRROADS.

Note: This promotion is to a non-advertised vacancy and all suitably qualified officers are eligible to appeal against this promotion. 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 ACT Gazette.

DEPARTMENT OF TREASURY AND INFRASTRUCTURE

Economic Management Branch

Gail Morgan: AGS No: 747-51552

From: Administrative Service Officer Class 6
\$42,986-\$49,378p.a

Department of Urban Services

To: Senior Officer Grade C, \$55,514-\$59,857p.a

Micro-Economic Reform

Department of Treasury and Infrastructure

Canberra (PN. 5090) (PS 40)

7 October 1999

CC: 03A144

Retirements and dismissals

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

Section S.141 Public Sector Management Act: Maureen Anderson, Administrative Service Officer Class 6, 1/10/99
CC: 03A147

Section S.141 Public Sector Management Act: Norman Sander, Administrative Service Officer Class 2, 10/11/99
CC: 03A372

DEPARTMENT OF URBAN SERVICES

Section 143 Public Sector Management Act: Jeannette Elaine Bradley, General Service Officer Level 3, 10/12/99
CC: 181

Section 143 Public Sector Management Act: Alistair Haughie, Technical Officer Level 3, 8/12/99
CC: 178

Section 143 Public Sector Management Act Stephanie Louise Hogan, Administrative Service Officer Class 4, 10/12/99
CC: 191

Forfeiture of Office

ACT COMMUNITY CARE

Disability Program, subsection 221(2) of the PSM Act 1994: Caroline Sue McDonald, Disability Support Officer, 13/12/99.
CC: G00243

EMPLOYMENT (Continued)

ACT Public Service Index of addresses

<p>05 The Recruitment Officer, Director of Public Prosecutions, GPO Box 595, Canberra ACT 2601</p> <p>06 Recruitment Officer, Chief Minister's Department, GPO Box 158, Level 3, Canberra Nara Centre, Canberra ACT 2601</p> <p>07 Recruitment Officer, Calvary Public Hospital. PO Box 254, Jamison Centre, ACT 2614</p> <p>08 Personnel Manager, ACTION, PO Box 1155, Tuggeranong, ACT 2901</p> <p>09 Personnel Officer, Totalcare, PO Box 56, Mitchell ACT 2911</p> <p>11 The Recruitment Officer, Canberra Institute of Technology, GPO Box 826, Canberra City ACT 2601</p> <p>12 Customer Service Supervisor, Department of Education and Community Services, PO Box 1584, Tuggeranong ACT 2901</p> <p>13 Recruitment Officer, Administrative Branch, Emergency Services Bureau, PO Box 104, Curtin ACT 2605</p> <p>16 Human Resource Management Unit, The Canberra Hospital, PO Box 11, Woden ACT 2606</p> <p>17 Resource Advisor, Business Services Bureau, Department of Health and Community Care, PO</p>	<p>18</p> <p>20</p> <p>21</p> <p>23</p> <p>28</p> <p>30</p> <p>31</p> <p>32</p> <p>34</p> <p>35</p>	<p>Box 11, Woden ACT 2606</p> <p>The Administrative Officer, Legislative Assembly for the ACT, GPO Box 1020, Canberra ACT 2601</p> <p>Administrative Officer, Health Protection Service, Locked Bag 5, Weston Creek ACT 2611</p> <p>Recruitment Officer, ACT Community Care, GPO Box 825, Canberra City ACT 2601</p> <p>Administrative Officer, Central Office, Department of Health and Community Care, GPO Box 825, Canberra City ACT 2601</p> <p>Recruitment Manager, Human Services Unit, Department of Justice and Community Safety, GPO Box 921, Civic Square ACT 2601</p> <p>The Secretary, Milk Authority of the ACT, GPO Box 1110, Canberra ACT 2601</p> <p>The Recruitment Officer, Auditor-General's Office ACT, GPO Box 275 Civic Square ACT 2608</p> <p>Canberra Theatre Trust, PO Box 226, Civic Square ACT 2608</p> <p>Applications Officer, Urban Services, GPO Box 158, Canberra ACT 2601</p> <p>Recruitment Officer, Department of Treasury and Infrastructure, GPO Box 158, Canberra ACT 2601.</p>
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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
S68	22 December	Notice of Exemption ~ <i>Lotteries Act 1964</i>
		Instrument No. 280 of 1999 ~ <i>Gaming Machine Act 1987</i>
		Instrument No. 281 of 1999 ~ <i>Gambling and Racing Control Act 1999</i>
		Instrument No. 282 of 1999 ~ <i>Gambling and Racing Control Act 1999</i>
		Instrument No. 283 of 1999 ~ <i>Gambling and Racing Control Act 1999</i>
		Instrument No. 284 of 1999 ~ <i>Gambling and Racing Control Act 1999</i>
		Instrument No. 285 of 1999 ~ <i>Gambling and Racing Control Act 1999</i>
		Instrument No. 286 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 287 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 288 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 289 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 290 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 291 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 292 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 293 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 294 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 295 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 296 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 297 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 298 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
		Instrument No. 299 of 1999 ~ <i>Vocational Education and Training Act 1995</i>
Instrument No. 300 of 1999 ~ <i>Vocational Education and Training Act 1995</i>		
Instrument No. 301 of 1999 ~ <i>Vocational Education and Training Act 1995</i>		
Instrument No. 302 of 1999 ~ <i>Motor Traffic Act 1936</i>		
		Notice – Revocation and Order specifying the rate of 5.08% per annum ~ <i>Taxation Administration Act 1999</i>
S65	23 December	Notification of Enactment ~ <i>Emergency Management Act 1999, No. 76 of 1999</i>

GAZETTE INFORMATION (Continued)

~ *Road Transport (General) Act 1999, No. 77 of 1999*
 ~ *Road Transport (Drivers Licensing) Act 1999, No. 78 of 1999*
 ~ *Road Transport Legislation Amendment Act 1999, No. 79 of 1999*
 ~ *Road Transport Legislation Amendment Act 1999, No. 79 of 1999*
 ~ *Road Transport (Safety and Traffic Management) Act 1999, No. 80 of 1999*
 ~ *Road Transport (Vehicle Registration) Act 1999, No. 81 of 1999*
 ~ *Occupational Health and Safety (Amendment) Act (No.) 1999, No. 82 of 1999*
 ~ *Discrimination Amendment Act (No. 2) 1999, No. 83 of 1999*
 ~ *Drugs In Sport Act 1999, No. 84 of 1999*
 ~ *Long Service Leave (Cleaning, Building and Property Services) Act 1999, No. 85 of 1999*
 ~ *Motor Traffic Amendment Act (No. 3) 1999, No. 86 of 1999*
 ~ *Land (Planning and Environment) (Amendment) Act (No. 3) 1999, No. 87 of 1999*
 ~ *Water Resources Amendment Act 1999, No. 88 of 1999*
 ~ *Kingston Foreshore Development Authority Act 1999, No. 89 of 1999*
 ~ *Supervised Injecting Place Trial Act 1999, No. 90/99*
 ~ *Victims of Crime (Financial Assistance) (Amendment) Act 1999, No. 91 of 1999*

S69	24 December	Regulation No. 35 of 1999 ~ <i>Victims of Crime Act 1994</i> Regulation No. 36 of 1999 ~ <i>Emergency Management Act 1999</i> Notice of Commencement ~ <i>Victims of Crime (Financial Assistance) (Amendment) Act 1999</i> Notice of Commencement ~ <i>Emergency Management Act 1999</i>
S1	4 January	Regulation No. 37 of 1999 ~ <i>Motor Traffic Act 1936</i> Notice of Commencement ~ <i>Territory Owned Corporations Amendment Act (No. 2) 1999</i>

GOVERNMENT NOTICES

NOTIFICATION OF THE MAKING OF AN INSTRUMENT

NOTICE is hereby given that the undermentioned Instrument of the Australian Capital Territory has been made. Copies of the Instrument 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>Building Act 1972</i>	Approval of Courses for Eligibility for the Grant of Builders Licences.	No. 303 of 1999

AUSTRALIAN CAPITAL TERRITORY

REMAND CENTRES ACT 1976

DECLARATION OF TEMPORARY REMAND CENTRE

Under section 5(1) of the *Remand Centres Act 1976* (ACT) (the Act), the Administrator has informed me:

- a) that the number of detainees in the Belconnen Remand Centre declared by instrument, published pursuant to section 4 of the Act, in the Gazette No. S169 of 27 September 1976 is likely to be greater than the number that can be held conveniently in the Centre; and
- b) that it is not appropriate to transfer some detainees to another institution within or outside the Territory.

Therefore, under section 5(3) of the Act, I DECLARE the area of land on which the detention cells of the Magistrates Court of the Australian Capital Territory are located, to be a temporary remand centre for the period of 12 months commencing from the date of gazettal of this declaration.

Date: 21st December 1999

Gary Humphries MLA
Attorney General

GOVERNMENT NOTICES (Continued)**AUSTRALIAN CAPITAL TERRITORY****TAXATION ADMINISTRATION ACT 1999**

UNDER section 139 of the *Taxation Administration Act 1999*, I revoke the determination made under subsections 30 (3) and 31 (2) of the *Duties (Consequential and Transitional Provisions) Act 1999* by notice published in Gazette No. 43 of 27 October 1999, and make the following determination:

2. For the purposes of section 31 of the *Duties Act 1999* (Duties Act), duty chargeable in respect of a dutiable transaction shall be at the rate referred to in Column 3 of Table 1, opposite and in relation to the appropriate range of dutiable amounts of dutiable transactions as specified in Column 2 of Table 1.

TABLE 1
RATES OF DUTY

Column 1	Column 2	Column 3
Item	Range of dutiable amounts of dutiable transactions	Rate of duty
1	Not more than \$14,000	\$1.25 for every \$100, or part of \$100, of the dutiable value or \$20, whichever is the greater
2	More than \$14,000 but not more than \$30,000	\$175 plus \$1.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$14,000
3	More than \$30,000 but not more than \$60,000	\$415 plus \$2 for every \$100, or part of \$100, by which the dutiable value exceeds \$30,000
4	More than \$60,000 but not more than \$100,000	\$1,015 plus \$2.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$60,000
5	More than \$100,000 but not more than \$300,000	\$2,015 plus \$3.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$100,000

GOVERNMENT NOTICES (Continued)

TABLE 1 (CONT)

Column 1	Column 2	Column 3
Item	Range of dutiable amounts of dutiable transactions	Rate of duty
6	More than \$300,000 but not more than \$1,000,000	\$9,015 plus \$4.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$300,000
7	More than \$1,000,000	\$40,515 plus \$5.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$1,000,000

3. "Dutiable amount", in relation to a dutiable transaction, means the dutiable value of the dutiable property subject to the transaction.

4. For the purposes of section 141 of the Duties Act, duty chargeable in respect of a lease, the total cost of which is included in that range of amounts referred to in Column 2 of Table 2, shall be at the rate referred to in Column 3 of Table 2 opposite and in relation to the appropriate range of amounts.

TABLE 2

RATES OF DUTY

Column 1	Column 2	Column 3
Item	Total cost of lease	Rate of duty
1	Not more than \$14,000	\$1.25 for every \$100, or part of \$100, of the total cost or \$20, whichever is the greater
2	More than \$14,000 but not more than \$30,000	\$175 plus \$1.50 for every \$100, or part of \$100, by which the total cost exceeds \$14,000
3	More than \$30,000 but not more than \$60,000	\$415 plus \$2 for every \$100, or part of \$100, by which the total cost exceeds \$30,000
4	More than \$60,000 but not more than \$100,000	\$1,015 plus \$2.50 for every \$100, or part of \$100, by which the total cost exceeds \$60,000
5	More than \$100,000 but not more than \$300,000	\$2,015 plus \$3.50 for every \$100, or part of \$100, by which the total cost exceeds \$100,000

TABLE 2 (CONT)

Column 1	Column 2	Column 3
Item	Total cost of lease	Rate of duty
6	More than \$300,000 but not more than \$1,000,000	\$9,015 plus \$4.50 for every \$100, or part of \$100, by which the total cost exceeds \$300,000
7	More than \$1,000,000	\$40,515 plus \$5.50 for every \$100, or part of \$100, by which the total cost exceeds \$1,000,000

GOVERNMENT NOTICES (Continued)

5. For the purposes of the provisions of the Duties Act as specified in paragraphs (a) through (m) hereunder, the following rates of duty are chargeable:

- (a) the rate of 60 cents for every \$100, or part of \$100, of the dutiable value of the marketable securities for the purposes of subsection 32 (1);
- (b) the rate of 30 cents for every \$100, or part of \$100, of the dutiable value of the marketable securities for the purposes of subsection 32 (2);
- (c) the rate of 60 cents for every \$100, or part of \$100, of the dutiable value of the property the subject of the transaction, insofar as it is property to which subsection 33 (1) applies, for the purposes of that subsection;
- (d) the rate of 50 cents for every \$100, or part of \$100, of the total cost of the lease for the purposes of section 140;
- (e) the rate of 0.75% of the total amount of the hiring charges of the equipment financing arrangement for the purposes of subsection 159 (1);
- (f) the rate of 1.5% of the total amount of the hiring charges of the ordinary hire of goods for the purposes of subsection 159 (2);
- (g) the rate of 10% of the amount of the premium paid in relation to a contract of general insurance for the purposes of section 178;
- (h) the rate of—
 - (i) \$1 on the first \$2,000, or part of \$2,000, of the sum insured; and
 - (ii) 20 cents for every \$200, or part of \$200, in excess of the first \$2,000 of the sum insured;for the purposes of subsection 185 (1);
- (i) the rate of 5% of the first year's premium for the temporary or term insurance policy for the purposes of subsection 185 (2);
- (j) the rate of 5% of the first year's premium for the rider for the purposes of subsection 185 (3);
- (k) the rate of 10% of the premium paid to effect the insurance for the purposes of subsection 185 (4);
- (l) the rate of \$3 for every \$100, or part of \$100, of the dutiable value of the motor vehicle for the purposes of subsection 208 (1); and
- (m) the amount of \$1,350 plus \$5 for every \$100, or part of \$100, of the dutiable value of the motor vehicle in excess of \$45,000 for the purposes of subsection 208 (2), effective from 1 March 1999.

Date: 21 December 1999

Gary Humphries
Treasurer

GOVERNMENT NOTICES (Continued)

AUSTRALIAN CAPITAL TERRITORY

TAXATION ADMINISTRATION ACT 1999

EXPLANATORY STATEMENT

The *Taxation Administration Act 1999* (Tax Admin Act) deals with the administration of various tax laws relating to the imposition and collection of certain taxes, duties and levies. These tax laws are specified in section 4 of the Tax Admin Act, and include the *Duties Act 1999* (Duties Act). Section 139 of the Tax Admin Act empowers the Minister to determine taxes, duties and levies.

The Duties Act imposes duty on a range of transactions at determined rates. The *Duties (Consequential and Transitional Provisions) Act 1999* (Duties (C&TP) Act) contains certain transitional provisions in consequence of the enactment of the Duties Act on 1 March 1999. Subsections 30 (3) and 31 (2) of the Duties (C&TP) Act provide that a determination made under the Duties (C&TP) Act of rates of duty may be revoked or varied by determination under section 139 of the Tax Admin Act.

The purpose of this determination is to:

1. revoke the determination made under subsections 30 (3) and 31 (2) of the Duties (C&TP) Act by notice published in Gazette No. 43 of 27 October 1999, and
2. determine, under the Tax Admin Act, rates of duty payable under various provisions of the Duties Act by specifying:
 - the ranges of dutiable amounts of dutiable transactions and the corresponding rates of duty payable for each range;
 - the ranges of total cost of a lease and the corresponding rates of duty payable for each cost range; and
 - the rates of duty payable on certain other specified dutiable transactions.

This determination is necessary because paragraph 5(m) of the determination being revoked contains a rate of duty which, if applied, would result in an overcharge of duty of \$900 for transfers of vehicles valued in excess of \$45,000. In that determination, the rate of duty for the purposes of subsection 208 (2) of the Duties Act on the registration of a motor vehicle valued in excess of \$45,000 and designed to carry up to 9 passengers is:

the rate of \$5 for every \$100, or part of \$100, of the dutiable value of the motor vehicle for the purposes of subsection 208 (2).

Duty on the first \$45,000 in value of such a vehicle should be the same as duty on a vehicle valued at up to \$45,000 and specified in paragraph 5 (l) of the determination, that is, \$3 for every \$100, or part of \$100, of the dutiable value. The correct rate is:

the amount of \$1,350 plus \$5 for every \$100, or part of \$100, of the dutiable value of the motor vehicle in excess of \$45,000 for the purposes of subsection 208 (2).

Taxpayers have never been charged the incorrect rate. The application of paragraph 5 (m) of this determination is made retrospective to 1 March 1999, the date of commencement of the Duties (C&TP) Act, to cover this situation.

This is the only alteration to the rates of duty set in the current determination. The corrected rate in this determination is at (iii) item (m) below:

GOVERNMENT NOTICES (Continued)**(i) Rates of duty for the purposes of section 31 of the Duties Act**

Column 1	Column 2	Column 3
Item	Range of dutiable amounts of dutiable transactions	Rate of duty
1	Not more than \$14,000	\$1.25 for every \$100, or part of \$100, of the dutiable value or \$20, whichever is the greater
2	More than \$14,000 but not more than \$30,000	\$175 plus \$1.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$14,000
3	More than \$30,000 but not more than \$60,000	\$415 plus \$2 for every \$100, or part of \$100, by which the dutiable value exceeds \$30,000
4	More than \$60,000 but not more than \$100,000	\$1,015 plus \$2.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$60,000
5	More than \$100,000 but not more than \$300,000	\$2,015 plus \$3.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$100,000
6	More than \$300,000 but not more than \$1,000,000	\$9,015 plus \$4.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$300,000
7	More than \$1,000,000	\$40,515 plus \$5.50 for every \$100, or part of \$100, by which the dutiable value exceeds \$1,000,000

GOVERNMENT NOTICES (Continued)**(ii) Rates of duty for the purposes of section 141 of the Duties Act**

Column 1	Column 2	Column 3
Item	Total cost of lease	Rate of duty
1	Not more than \$14,000	\$1.25 for every \$100, or part of \$100, of the total cost or \$20, whichever is the greater
2	More than \$14,000 but not more than \$30,000	\$175 plus \$1.50 for every \$100, or part of \$100, by which the total cost exceeds \$14,000
3	More than \$30,000 but not more than \$60,000	\$415 plus \$2 for every \$100, or part of \$100, by which the total cost exceeds \$30,000
4	More than \$60,000 but not more than \$100,000	\$1,015 plus \$2.50 for every \$100, or part of \$100, by which the total cost exceeds \$60,000
5	More than \$100,000 but not more than \$300,000	\$2,015 plus \$3.50 for every \$100, or part of \$100, by which the total cost exceeds \$100,000
6	More than \$300,000 but not more than \$1,000,000	\$9,015 plus \$4.50 for every \$100, or part of \$100, by which the total cost exceeds \$300,000
7	More than \$1,000,000	\$40,515 plus \$5.50 for every \$100, or part of \$100, by which the total cost exceeds \$1,000,000

(iii) Rates of duty for the purposes of the provisions of the Duties Act as specified in paragraphs (a) through (m) hereunder:

- (a) the rate of 60 cents for every \$100, or part of \$100, of the dutiable value of the marketable securities for the purposes of subsection 32 (1);
- (b) the rate of 30 cents for every \$100, or part of \$100, of the dutiable value of the marketable securities for the purposes of subsection 32 (2);
- (c) the rate of 60 cents for every \$100, or part of \$100, of the dutiable value of the property the subject of the transaction, insofar as it is property to which subsection 33 (1) applies, for the purposes of that subsection;
- (d) the rate of 50 cents for every \$100, or part of \$100, of the total cost of the lease for the purposes of section 140;
- (e) the rate of 0.75% of the total amount of the hiring charges of the equipment financing arrangement for the purposes of subsection 159 (1);
- (f) the rate of 1.5% of the total amount of the hiring charges of the ordinary hire of goods for the purposes of subsection 159 (2);
- (g) the rate of 10% of the amount of the premium paid in relation to a contract of general insurance for the purposes of section 178;
- (h) the rate of—
 - (i) \$1 on the first \$2,000, or part of \$2,000, of the sum insured; and
 - (ii) 20 cents for every \$200, or part of \$200, in excess of the first \$2,000 of the sum insured;
for the purposes of subsection 185 (1);
- (i) the rate of 5% of the first year's premium for the temporary or term insurance policy for the purposes of subsection 185 (2);
- (j) the rate of 5% of the first year's premium for the rider for the purposes of subsection 185 (3);

GOVERNMENT NOTICES (Continued)

- (k) the rate of 10% of the premium paid to effect the insurance for the purposes of subsection 185 (4);
- (l) the rate of \$3 for every \$100, or part of \$100, of the dutiable value of the motor vehicle for the purposes of subsection 208 (1); and
- (m) the amount of \$1,350 plus \$5 for every \$100, or part of \$100, of the dutiable value of the motor vehicle in excess of \$45,000 for the purposes of subsection 208 (2).

Authorised by the Treasurer, Gary Humphries MLA

NOTICES

IN THE SUPREME COURT OF THE AUSTRALIAN CAPITAL TERRITORY
PROBATE JURISDICTION

IN THE ESTATE OF **ISABELLA GARDINER TAYLOR** late of 52 Baracchi Crescent, Giralang
in the Australian Capital Territory, Businesswoman, Deceased.

NOTICE OF INTENDED DISTRIBUTION OF ESTATE

Any person having any claim upon the estate of the late **Isabella Gardiner Taylor** late of 52 Baracchi Crescent Giralang in the Australian Capital Territory, Businesswoman who died on 19 April 1999 must send particulars of the claim to the executors of the estate, Margo Jane Hodge and Richard Joseph Hopman C/- Snedden Hall & Gallop, Solicitors, GPO Box 794 Canberra, ACT 2601 within two (2) calendar months from the date of publication of this notice. After that time the executors may distribute the assets of the estate having regard only to the claims of which at the time of distribution they have notice.

Probate of the estate was granted in the Australian Capital Territory on 25 November 1999.

