



Australian Capital Territory

Gazette

No. 44, Thursday 2 November, 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 \$1.10 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.

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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

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Appointment

Sue Marriage
General Manager, Sport and Recreation (E148)

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

DEPARTMENT OF HEALTH, HOUSING AND COMMUNITY CARE

Population Health Division Office of the Chief Health Officer

**Senior Officer Grade C \$56346-60755,
Canberra (PN. 24750)**

Closing date: 16 November 2000

Duties: Assist in the preparation of financial management reports, and provide advice to the Chief Health Officer and Senior Managers. Assist in the development of improved financial management practices and systems for Population Health. Assist in the preparation and coordination of the Department's Annual Financial Statements and monthly reporting requirements. Assist in budget development and monitoring.

Eligibility/other requirements: Analytical skills and the ability to liaise with all levels of management. Accounting or other appropriate qualifications are highly desirable.

Contact Officer: Jenny Berrill (02) 62050900
Selection documentation may be obtained from Cathie McIntosh (02) 62051710
Apply: 20
CC: 148-9011-16943

EMPLOYMENT (Continued)**THE CANBERRA HOSPITAL**

**The Canberra Hospital
Surgical Services
Ward 11B Orthopaedics**

**Registered Nurse Level 2 \$43,150 - \$45,877,
Canberra (PN. 22241 & 22518)**

Closing date: 16th November 2000

Duties: Provide comprehensive direct patient care by utilising the nursing process; provide leadership and promote a commitment to high quality customer service principles, practices and attributes; participate in resource management, clinical research and policy development and continuing education.
Eligibility/other requirements: Mandatory:- Registered as a general nurse with the ACT Nurses Registration Board; minimum of three years recent post registration experience; minimum of twelve months recent experience in the field of Orthopaedic Nursing, or holds a relevant post registration qualification.

Note: These positions are permanent full time vacancies

Contact Officer: Kimberley Pierce (02) 6244 3515

Selection documentation may be obtained from Sue Simpson (02) 6244 3515

Apply: 16

CC: 148-9010-16875 (1944)

**The Canberra Hospital
Surgical Services
Ward 9B Neurosurgery**

**Registered Nurse Level 2 \$43,150 - \$45,877,
Canberra (PN. 22514)**

Closing date: 16th November 2000

Duties: Provide comprehensive direct patient care by utilising the nursing process; act as a role model in the provision of holistic patient care; liaise with patient care teams to achieve an agreed standard of care.
Eligibility/other requirements: Registered as a general nurse with the ACT nurses Registration Board; minimum of three years recent post registration experience; minimum of one years experience in the field being practiced, or holds a relevant post registration qualification.

Contact Officer: Kimberley Pierce (02) 6244 3515

Selection documentation may be obtained from Sue Simpson (02) 6244 3515

Apply: 16

CC: 148-9010-16875 (1947)

ACT COMMUNITY CARE

**Child, Youth and Women's Health Program
Professional Officer Class 2, Social Work \$44
018-\$49 193, Canberra.
(PN 28440 & 29138 Part time)**

Closing date: 16 November 2000

Duties: Social Worker with at least 2 years experience required to provide direct patient care to children, women and families using primary health care principles in a community setting. The successful applicant will also undertake health promotion activities and work within a multidisciplinary team.

Eligibility/other requirements: An appropriate Degree or Diploma in Social Work and eligibility for membership of the AASW.

Contact Officer: Nancy Wilkinson (02) 6205 1856.

Selection Documentation: Nanette Bonato (02) 6205 2141

Apply: 21

CC: 148-9009-16857

**Child, Youth and Women's Health Program
Professional Officer 2, Youth Counsellor
\$43,545 - \$48,665, Canberra (PN. 27812)**

Closing date: 16th November 2000

Duties: The Child, Youth and Women's Health Program is seeking applications from experienced and enthusiastic professionals to fill a new youth counsellor position. The successful applicant will deliver counselling services, health promotion, educational and community development activities as a member of a multidisciplinary team.

Eligibility/other requirements: Social work or Psychology qualifications with experience in youth work.

Note: Permanent part time – 29hours per week

Contact Officer: Denise Lamb (02) 62051575

Selection documentation may be obtained from Gayle Galpin (02) 62501197

Apply: 21

CC: 148-9009-16857

**Integrated Health Care Program
Senior Professional Officer Grade C \$55,133-
\$59,446/ Assistant Director Of Nursing,
(Manager Of the Assessment Team) \$60,257,
Canberra (PN. 28540)**

Closing date: 16 November 2000

Duties: The Integrated Health Care Program is seeking applications from suitably qualified persons for the position of manager of the Assessment Team.

The successful applicant will be required to lead and manage a multidisciplinary team, provide professional supervision to all team members, be responsible for the achievement and reporting of contractual arrangements as they pertain to the program and provide service and policy advice to senior management.

EMPLOYMENT (Continued)

Eligibility/other requirements: Mandatory qualifications apply

Contact Officer: Debbie Booth on (02) 62052101
Selection documentation may be obtained from Justine Spina on (02) 62051357
Apply: 21
CC: 148-9009-17798

**Community Rehabilitation Program
Professional Officer Class 3, Senior Social
Worker \$53 236, Canberra (PN. 29123)**

Closing date: 16 November 2000

Duties: As a member of a multi-disciplinary team, provide specialist clinical expertise, case management and professional supervision of a small number of social workers within a range of rehabilitation settings.

Eligibility/other requirements: Mandatory qualifications apply and experience in a rehabilitation setting is highly desirable.

Note: Salary packaging, including FBT exemption, applies to both positions.

Contact Officer: Ms Jill Davis, Director, (02) 6244 2855
Selection documentation may be obtained from Ms Cherie Howard on (02) 6244 2855
Apply: 21
CC: 148-9009-18269

**Integrated Health Care Program, Speech
Pathology**

Professional Officer, Grade 2 \$43,545 - \$48,665, Canberra (PN. 21029)

Closing date: Friday January 5th, 2001

Duties: Join a dynamic group of speech pathologists delivering a range of inpatient and outpatient services to the areas of medicine, surgery, women's and children's health and aged care of The Canberra Hospital and Calvary Hospital. Positions can expect caseload rotation on a 12 month basis.

A full-time permanent position (21029) is expected to be available from mid April 2001 while a 12 month temporary position is available from May 2001.

Consideration for both positions will occur with this process. Applications will be shortlisted on the basis of written application addressing the selection criteria. Please provide details of at least two referees with your application.

Please note, due to Christmas period, extended application time provided. Interviews planned for early February 2001.

Note: Expected permanent and temporary positions

Contact Officer: Robyn Cross (02) 6244 2230
Selection documentation may be obtained from Robyn Cross (02) 6244 2230
Apply: 21
CC: 148-9009-17798

CALVARY HOSPITAL INC.

**Administrative Services
Ward Clerk**

Calvary Administrative Officer 2 \$ 28,475 - 31,576, Canberra (PN. 8403)

Closing date: 16 November 2000

Duties: Under general direction, perform a range of clerical and keyboard duties. Maintain patient information computerised system and prepare reports as required. Undertake admission/discharge and appointment procedures.

Eligibility/other requirements:

Note: TTY 6201 6127

Contact Officer: Eileen Muscat (02) 62016900
Selection documentation may be obtained from Eileen Muscat (02) 62016900
Apply: 07
CC: 148-9094-17781

**Administrative Services
Patients Office**

Calvary Administrative Officer 2 \$ 28,475 - 31,576, Canberra (PN. 8345)

Closing date: 16 November 2000

Duties: Under general direction undertake a range of clerical and keyboard duties relevant to the section including maintaining computer based patient information systems and performing admission and discharge procedures.

Eligibility/other requirements:

Note: TTY 6201 6127

Contact Officer: Linda Webb (02) 62016016
Selection documentation may be obtained from Linda Webb (02) 62016016
Apply: 07
CC: 148-9094-17781

CHIEF MINISTER'S DEPARTMENT

Business Development

**Business Development and Attraction
Administrative Service Officer Class 6,
\$44,503-\$51,121p.a (PN: 55663) Canberra**

Closing Date: 16 November 2000

Duties: Undertake a range of program development and marketing activities in line with the Government's business development initiatives.

In particular: in conjunction with the business community, develop projects and programs that address infrastructure issues impacting on the development and growth of the ACT business sector.

Contact Officer: Chris Thomson (02)62050549
Selection Documentation: Carmen Cassar (02)62050610 or via the web site <http://www.act.gov.au/recruitment/cmdindex.asp>

EMPLOYMENT (Continued)

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.

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

Children's, Youth and Family Services Division Family Services Branch Child Abuse Prevention and Education Section

Senior Professional Officer Grade C \$56347-60755, Canberra (PN. 12155)

Closing date: 16 November 2000

Duties: The Schools as Communities Program is part of the ACT Government's commitment to building social capital. The focus of the program will be improving educational and social outcomes for children and young people by creating strong and effective working relationships between families, communities and selected schools and preschools. This is a new and exciting, early intervention initiative that brings together education and community services. It recognises the importance of multidisciplinary, cross sectoral approaches to the complex issues facing children, young people, their families and their schools. We are seeking an innovative and energetic person to improve service integration and assist schools and communities to work effectively together. The project will link with the wide range of other ACT Government initiatives to build social capital.

Eligibility/other requirements: Tertiary qualifications in the human services area which provide eligibility for membership of a relevant professional association.

Note: Information Session: People interested in hearing more about the new program, including professional development opportunities in community development, are invited to an Information Session.

Contact Officer: Gail Winkworth (02) 62071091
Selection documentation may be obtained from Janet Feldtmann (02) 62071088
Apply: 12 or via email: decs.employment@act.gov.au
CC: 148-9013-16917

Children's, Youth and Family Services Division Family Services Branch Child Abuse Prevention and Education Section

Professional Officer Class 1-2 \$36945-51121, Canberra (Several positions),

Closing date: 16 November 2000

Duties: The Schools as Communities Program is part of the ACT Government's commitment to building social capital. The focus of the program will be improving educational and social outcomes for children and young people by creating strong and effective working relationships between families, communities and selected schools and preschools. This is a new and exciting, early intervention initiative that brings together education and community services. It recognises the importance of multidisciplinary, cross sectoral approaches to the complex issues facing children, young people, their families and their schools. We are seeking a team of innovative and energetic people to improve service integration and assist schools and communities to work effectively together. The project will link with the wide range of other ACT Government initiatives to build social capital.

Eligibility/other requirements: Tertiary qualifications in the human services area which provide eligibility for membership of a relevant professional association or a recognised teaching qualification.

Note: Successful applicants will be placed in PO1 or PO2 position depending on qualification and experience.

Information Session: People interested in hearing more about the new program, including professional development opportunities in community development, are invited to an Information Session.

Contact Officer: Gail Winkworth (02) 62071091
Selection documentation may be obtained from Janet Feldtmann (02) 62071088

Apply: 12 or via email: decs.employment@act.gov.au
CC: 148-9013-16917

Sport and Corporate Resources Division Bureau of Sport and Recreation Branch Active Lifestyle Services

Administrative Service Officer Class 4 \$36945- 40113, Canberra (PN. 43532)

Closing date: 16 November 2000

Duties: Facilitate the implementation of programs and projects to enhance the opportunities for indigenous people in sport and recreation. Liaise with ACT and national sport and recreation agencies and other interested groups on issues relating to indigenous people. Assist in the promotion and facilitation of territory and national participation initiatives, which impact on Indigenous people.

EMPLOYMENT (Continued)

Note: This is an indigenous identified position. This is a temporary position available until 30/06/2001 with possibility of extension. This position was previously advertised in the ACT Government Gazette of 12/10/2000, previous applicants need not re-apply.

Contact Officer: Mark Garrity (02) 62072068
Selection documentation may be obtained from Brigette Learmonth (02) 62072069
Apply: 12 or via email:
decs.employment@act.gov.au
CC: 148-9013-16917

**Human Resources Branch
Staff Development Section**

Administrative Service Officer Class 4 \$36945-40113, Canberra (PN. 270)

Closing date: 16 November 2000

Duties: Undertake all administrative aspects of the Overseas Teacher Exchange Program, including: preparation of School Bulletin items, processing of applications and participation on selection panels; prepare matching of applications, originate and prepare correspondence (local and overseas) and maintain continuous liaison with local, national and international personnel. Undertake administration of Japanese intern/teaching assistant programs: Japanese School Internship Program (JSIP); Japan Australia Professional Exchange Program (JAPEP); Teaching Assistant Program (TAP).

Contact Officer: Wendy English (02) 620 58229
Selection documentation may be obtained from Stella Scheele(02) 620 58256
Apply: 12 or via email:
decs.employment@act.gov.au
CC: 148-9013-16917

Applications for the above positions should be forwarded to the Workforce Planning and Management Section, Level 2, Manning Clark Offices or via email:
decs.employment@act.gov.au

**Children's, Youth and Family Services Division
Family Services Branch
Substitute Care Services Section**

Senior Professional Officer Grade B \$66577-74949, Canberra (PN. 11506, expected vacancy)

Closing date: 16 November 2000

Duties: Manage the provision of out of home care services for the children in the care of Family Services. Manage the purchase of services from the non government sector for children in out of home care. Manage adoption and permanent care services. Provide policy advice regarding out of home care for children.

Eligibility/other requirements: Tertiary qualifications in social work or psychology which provide eligibility for membership of the Australian Association of Social Workers or

registration as a psychologist in the ACT or state equivalent.

Contact Officer: Phillipa Collins (02) 62291555
Selection documentation may be obtained from <http://morganbanks.monster.com.au>, quoting Ref No. SRM/32659
Apply: email: applycbr@morganbanks.com.au or fax (maximum five pages) (02) 62291599
CC: 148-9013-16917

CANBERRA INSTITUTE OF TECHNOLOGY

**Faculty of Science & Technology
Department of Laboratory and Forensic
Sciences
Teacher Band 1 \$35,425 – \$48,350
Canberra (PN. 51654)**

Closing date: 16 November 2000

Duties: Teach subjects as required up to Degree Level in Forensic Science with specialisations in Forensic Chemistry or Forensic Biology or Forensic Investigation.

Eligibility/other requirements: Mandatory: Appropriate tertiary qualifications in Forensic Investigation, for example BSc with specialisation in Forensic Chemistry or Forensic Biology OR Diploma in Forensic Investigation OR other relevant graduate qualifications as appropriate to teaching to Degree level. Five years or more of industrial/vocational/professional experience OR possess such other qualifications and/or experience acceptable to the position.

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

Contact Officer: Geoff Bell (02) 62074181
Selection documentation may be obtained from Dale Brookes (02) 62074179
Apply: 11
CC: 148-9024-18551

**Faculty of Science & Technology
Department of Building Services
Technical Officer Level 2 \$32,682 – \$37,616
Canberra (PN. 54394)**

Closing date: 16 November 2000

Duties: under general direction perform technical work including liaise with industry suppliers, investigate requirements for new equipment, write specifications for quotation/tender documents, prepare purchase requests for major plant, minor plant and equipment and consumable items and purchase consumable items and tools for the Plumbing/Glazing Department.

Eligibility/other requirements: Completion of an appropriate Diploma/Associate Diploma, or equivalent and/or relevant experience appropriate to the duties of the position. Trade qualifications, Licensed Plumber, Drainer and Gasfitter.

EMPLOYMENT (Continued)

Contact Officer: Bob Stone (02) 62073827
Selection documentation may be obtained from Shirley Coulson (02) 62074046
Apply: 11
CC: 148-9024-18551

DEPARTMENT OF URBAN SERVICES**Environment ACT
Heritage Unit**

**Senior Officer Grade B \$66,905-\$75,318,
Canberra (PN. 15321)**

Closing date: 16/11/2000

Duties: Manage and direct the operations of ACT Heritage to ensure the delivery of agreed outputs. Responsible for the development and implementation of the ACT Heritage business plan to ensure that there is an effective workplan that addresses issues such as: the development of policy on the identification and management of ACT's heritage; interpretation and advice on legislation and regulatory provisions that relate to Heritage and the Land (Planning and Environment) Act 1991, including to the AAT as required; administration of the heritage provisions of the ACT; provision of the public information on the programs, activities and services of the ACT Heritage Unit. Develop and monitor the annual budget, information technology and other systems to support the ACT Heritage Unit

Contact Officer: Lorraine Cox (02) 62072229 or lorraine.cox@act.gov.au
Selection documentation may be obtained from Rhonda Robinson (02) 62072163 or rhonda.robinson@act.gov.au
Apply: 34
CC: 148-9028 17775

**Operations Group
Information Planning and Services Branch
ACT Library and Information Services Section
Business Information Systems Subsection**

**Professional Officer Class 2/ Information
Technology Officer Class 2 \$44,503-\$51,121,
Canberra (PN. 46029)**

Closing date: 16/11/2000

Duties: Manage and maintain the library business systems; consult and liaise with stakeholders; coordinate and prepare reports and statistics and the analysis, review and implementation of library business systems; compile procedural and training documentation. Eligibility/other requirements: Professional Officer Class 2 Eligibility for professional membership of the Australian Library and Information Association or recognised professional qualifications in library and information studies or a related discipline. Information Technology Officer Class 2 A recognised professional qualification in computer/information technology.

Note: This position will be filled as either a PO2 or ITO2 depending on qualifications and relevant experience. The occupant of this position may be required to work weekends, public holidays and evening shifts.

Contact Officer: Mary Teague (02) 62076695
Selection documentation may be obtained from Leigh Dennis (02) 62075002
Apply: 34
CC: 148-9037 17018

**Policy Coordination Group
Infrastructure Policy Branch
Canberra Urban Parks and Places Section**

Administrative Service Officer Class 6 \$44,504-\$51,121, Canberra (PN. 46120)

Closing date: 16/11/2000

Duties: Under limited direction manage, implement and market a range of events throughout the year in public places on behalf of Canberra Urban Parks and Places. Undertake a range of marketing tasks including developing and implementing marketing plans, writing media releases and advertisements and preparing reports and submissions. Eligibility/other requirements: Tertiary qualifications in event management and/or marketing desirable and/or relevant experience.

Contact Officer: Jost Steller (02) 62072283
Selection documentation may be obtained from Vicki Tarlinton (02) 62076333
Apply: 34
CC: 148-9019 17278

**DEPARTMENT OF TREASURY AND
INFRASTRUCTURE****Executive Section**

**Administrative Service Officer Class 5, \$41,207-\$43,694p.a
(PN: 42022) Canberra**

Closing Date: 16 November 2000

Duties: Provide executive support to the Under Treasurer/Chief Executive by: managing telephone calls for the Chief Executive; managing the Chief Executive's appointment schedule and diary and drafting responses to correspondence.

Contact Officer: Chris Roberts (02)62070280
Selection Documentation: Vicki Bates (02)62050623 or via the web site www.act.gov.au/recruitment/tindex.asp
CC 148-9042-17765

EMPLOYMENT (Continued)**ACTION****Human Resources****Senior Officer Grade B \$65271-\$73479,
Canberra (PN. 90161)**

Closing date: 15.11.00

Duties: Responsible for the delivery of human resources and related functions including HR strategic planning, training and development programs, workplace relations and payroll. As a member of the executive committee, contribute to the development and implementation of business plans, organisational policies and improvement initiatives.

Eligibility/other requirements: Demonstrated ability to lead and manage a multifunctional team, proven ability to deliver outcomes and targets.

Note: Previous applicants need not apply.

Contact Officer: Executive Director Guy Thurston (02) 6207 8000
Selection documentation may be obtained from Carol Watchman (02) 62078066
Apply: 08
CC: 148-9027-17791

Appointments

THE CANBERRA HOSPITAL

Technical Officer Level 1 \$29,358 - \$38,841
Trinh White: 762-88127, Section 68, 19/10/00
CC:148-9010-16875 (3141)

CHIEF MINISTER'S DEPARTMENT**INTACT Group**

**Administrative Service Officer Class 3
\$33,147-\$35,774 p.a**
Nathan William Cook, 757-51837
Section 68, 16 October 2000
CC: 148-9031-17299

**Administrative Service Officer Class 3
\$33,147-\$35,774p.a**
Nathaniel Norman Jones, 757-48005
Section 68, 25 October 2000
CC: 148-9031-17299

**Administrative Service Officer Class 3
\$33,147-\$35,774p.a**
Karen Tuulikki Sivonen, 757-47993
Section 68, 25 October 2000
CC: 148-9031-17299

Senior Officer Grade C \$56,346-\$60,755p.a
Karen, Leigh Smith 759-89001
Section 68, 16 October 2000
CC: 148-9031-17299

ACT GAMBLING AND RACING COMMISSION

Senior Officer Grade B, \$74,948p.a
Phillip James Collins, 745-32296
Section 68, 23 October 2000
CC: 148-9085-17763

**Administrative Service Officer Class 3
\$33,147-\$35,774p.a**
Henry Erwin Wojick, 757-47424
Section 68, 23 October 2000
CC: 148-9085-17763

**Administrative Service Officer Class 3
\$33,147-\$35,774p.a**
Paula Leanne McCall, 760-74778
Section 68, 23 October 2000
CC: 148-9085-17763

**CANBERRA TOURISM AND EVENTS
CORPORATION**

**Tourism and Events Officer Class 5,
\$41,410-\$43,909p.a**
Karen Maree Dempster, 760-75017
Section 68, 25 October 2000
CC: 148-9055-16840

Transfer

ACT COMMUNITY CARE

Fiona Slatter: 607-93874
From: Disability Support Officer Level 1
\$27,437 – 28,536
ACT Community Care – Disability Program
To: Administrative Service Officer Class 2
\$28,785 – 31,919
Disability Program ACT Community Care,
Canberra (PN. 27379) (2 November 2000)
CC: 148-9009-16861

**DEPARTMENT OF JUSTICE AND COMMUNITY
SAFETY**

Aasha Swift: 742-55452
From: Australian Public Service Level 5
\$41,739 – 45,637
Australian Bureau of Statistics
To: Administrative Service Officer Class 5
\$41,207 – 43,694
Parliamentary Counsel's Office, Department of
Justice and Community Safety, Canberra (PN.
43689)
Note: This is a "deemed transfer" made under
section 115(6) of the ACT Public Sector
Management Act and is not subject to appeals.
CC: 148-9012-17345

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

EMPLOYMENT (Continued)

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.

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

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

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

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

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

EMPLOYMENT (Continued)

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

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

CONTENT OF STATEMENTS

You should provide **four** copies of your statement, which should contain the following: (a) at the top:

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

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

PAC PROCEDURES

The PAC does not have to interview all or any of the parties to an appeal. Therefore, you should not rely on being granted an interview as the main opportunity to make your case. You should instead state your case as fully and as openly as possible in your written statement. If a PAC decides that parties are to be interviewed, you will be advised as early as possible of the date and place, usually through the recruitment/personnel area of your department.

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

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

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

At the hearing, you may be asked to clarify points from your statement, to respond to questions which test you against the requirements of the position, and to summarise why you are the more efficient officer. You should use this opportunity to elaborate on the claims in your written statement as to why you believe you are more efficient.

Promotees and selectees **must** be prepared to discuss their own efficiency compared with that of the appellant(s). It is not enough to take refuge in the fact that the department chose you in the selection exercise.

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

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

SUPERVISORS/REFEREES

As mentioned above, each PAC is free to determine its own procedures, and may or may not feel a need to consult with supervisors, referees, or other people. If you wish the PAC to

EMPLOYMENT (Continued)

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

THE CANBERRA HOSPITAL

Corporate Services Business and Infrastructure Support

Linda Thorne: 260-98050

From: General Service Officer Level 3 \$25,084-26,067

The Canberra Hospital

To: Stores Supervisor \$29,936-31,483
Business and Infrastructure Support The Canberra Hospital, Canberra (PN. 26244) (31/8/00)

CC: 148-9010-16875 1362

ACT COMMUNITY CARE

Integrated Health Care Program

Barbara Cooper: 259-56404

From: Registered Nurse Level 2 \$43,278-\$46,013

The Canberra Hospital

To: †Registered Nurse Level 3 \$47,722-\$50,799
Integrated Health Care Program Act Community Care, Canberra (PN. 22637) (19 August 2000)

CC: 148-9009-17798

Integrated Health Care Program

Justine Spina: 740-96818

From: Administrative Service Officer Class 1 \$25,159-\$27,807

ACT Community Care

To: †Administrative Service Officer Class 3 \$32,433-\$35,003

Integrated Health Care Program ACT Community Care, Canberra (PN. 29144) (21 September 2000)

CC: 148-9009-17798

EMPLOYMENT (Continued)

Disability Program

Penny Hayman: 705-33128

From: Senior Officer Grade C \$55,731-\$60,091
 ACT Community Care
 To: † Senior Officer Grade B \$64,307-\$72,393
 Disability Program ACT Community Care,
 Canberra (PN. 29112) (31 August 2000)
 CC: 148-9009-16861

CHIEF MINISTER'S DEPARTMENT

The InTACT Group

H. A. Freemantle AGS No: 545-60660

From: Administrative Service Officer Class 4,
 \$36,945-\$40,113p.a
 Chief Minister's Department
 To: Administrative Service Officer Class 5,
 \$41,207-\$43,694p.a (PN: 14388)
 Gazette No: 36 7 September 2000
 CC: 148-9031-17177

CANBERRA INSTITUTE OF TECHNOLOGY

**Division of Corporate Services
 Facilities Unit**

Jennifer Robin Trudinger: 744-90882

From: Administrative Service Officer Class 2
 \$29,102- \$32,271
 Canberra Institute of Technology
 To: Administrative Service Office Class 4
 \$36,945 - \$40,113
 Facilities Unit, Corporate Services Division,
 Canberra Institute of Technology (PN. 55106)
 (Gazette No. 33, 24 August 2000)
 Note: This position 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: 148-9024-16930

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.

**ACT Housing
 Executive Group
 Information Systems Section**

S. Cochrane: AGS No 545-06533
 From: Administrative Service Officer Class 5
 \$41,207-\$43,694
 Urban Services
 To: Information Technology Officer Class 2
 \$44,503-\$51,121

Information Systems Section Urban Services,
 Canberra (PN. 10686) (Gazette No. 37,
 14/9/2000)
 CC: 148-9021 17244

**Operations Group
 City Operations Branch
 Road User Services Section**

B. P. Swale: AGS No 314-75869

From: † Senior Officer Grade C \$56,347-\$60,755
 Urban Services
 To: Senior Officer Grade B \$66,577-\$74,949
 Road User Services Section Urban Services,
 Canberra (PN. 867) (Gazette No. 32, 17/8/2000)
 CC: 148-9015 17013

**Planning and Land Management Group
 Executive Branch
 Business Strategy and External Relations
 Section**

K. Gabler: AGS No 710-38890

From: Administrative Service Officer Class 2
 \$29,102-\$32,271
 Urban Services
 To: Administrative Service Officer Class 4
 \$36,945-\$40,113
 Business Strategy and External Relations
 Section Urban Services, Canberra (PN. 13091)
 (Gazette No. 33, 24/8/2000)
 CC: 148-9020 17643

ACT Public Service Index of addresses

- 05 The Recruitment Officer, Director of
 Public Prosecutions, GPO Box 595,
 Canberra 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

EMPLOYMENT (Continued)

- 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 Administrative Officer, Legislative
Assembly for the ACT, 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 Administrative Officer, Central Office,
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.
- 37 The Recruitment Officer
Faculty of Communication and
Community Services
Canberra Institute of Technology
GPO Box 826
Canberra City ACT 2601

GOVERNMENT NOTICES

AUSTRALIAN CAPITAL TERRITORY INTERPRETATION ACT 1967 NOTIFICATION OF ENACTMENT BY LEGISLATIVE ASSEMBLY

UNDER subsection 8(1) of the *Interpretation Act 1967*, I GIVE NOTICE that the following laws have been passed by the Australian Capital Territory Legislative Assembly. Copies of the laws will be made available for purchase at the ACT Government Civic Shopfront on the ground floor of FAI House, corner of London Circuit and Akuna Street, Canberra City, ACT 2601.

Date 27/10/00

Gary Humphries
Chief Minister

Short Title

No. and Year

Occupational Health and Safety Amendment Act 2000 (No 2)

62 of 2000

Dangerous Goods Amendment Act 2000

63 of 2000

GOVERNMENT NOTICES (Continued)**CORRIGENDUM**

In Weekly Gazette No. 42, dated 19 October 2000, under the Notification of the Making of an Instrument, the Act under which the Instrument was made should have included the *Physiotherapists Act 1977*. The Notification should have read:

Act under which Instrument made	Description of Instrument	Number and year of Instrument
<i>Health Professions Boards (Procedures) Act 1981 and Physiotherapists Act 1977</i>	Appointment of Annette Cursley to be an acting member of the Physiotherapists Board.	No. 322 of 2000

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 Publishing Services, 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>Electoral Act 1992</i>	Electoral Regulations Amendment	No. 43 of 2000

NOTIFICATION OF THE MAKING OF SUPREME COURT RULES

NOTICE is hereby given that the undermentioned Supreme Court Rules have been made. Copies of the Supreme Court Rules may be purchased from Publishing Services, Legislation and Sales Counter, ACT Government Shopfront, Ground Floor, FAI House, Corner of London Circuit and Akuna Street, Canberra City ACT 2601.

Act under which Supreme Court Rules made	Description of Supreme Court Rules	Number and year of Supreme Court Rule
<i>Supreme Court Act 1933</i>	Supreme Court Rules Amendment	No. 44 of 2000

GOVERNMENT NOTICES (Continued)



independent competition and regulatory commission

Competitive Neutrality Complaint

Subject to subclauses 19B(3)(b) and (c) of the Independent Competition and Regulatory Commission Act 1997 the Independent Competition and Regulatory Commission advises interested parties that a reference has been issued to the Commission in relation to a competitive neutrality complaint about the provision of agistment for horses in government paddocks in the ACT.

Parties interested in or wishing to make submissions on the complaint should give notice to the Commission either in writing to PO Box 975 Civic Square ACT 2608, or by e-mail to icrc@act.gov.au by 15 November 2000.

Parties intending to make submissions to the Commission on this matter should note that the Commission will assess applications for confidentiality where those applications are made in writing.

For further information please call Ian Primrose on 62050779 or e-mail on ian.primrose@act.gov.au.

GOVERNMENT NOTICES (Continued)

ACTFB PROMOTIONS

I, Ian Mountford Bennett, Fire Commissioner, hereby promote the following members under Section 29(1) of the Fire Brigade (Administration) Act 1974.

These promotions are provisional and may be subject to appeal under Section 33 of the Act. Members of the Brigade who wish to lodge an appeal against these provisional promotions may obtain written information on the appeal process by contacting the Recruitment Officer at ACT Emergency Services Bureau Headquarters, 123 Carruthers Street, Curtin or by telephoning (02) 6207 8418 during business hours.

The only ground for appeal is greater efficiency. Appeals must be lodged by 4:51pm on the fourteenth day after the date of this Gazette with the Convenor, ACT Fire Brigade Promotion Appeals Committee, Merit Protection and Review Agency, Level 3, 65-67 Constitution Avenue, Campbell ACT 2601.

Number	Name & Init	Promoted From	Promoted To	Effective Date
748-35676	CASEY,J	3 rd Class Firefighter	2 ND Class Fire Fighter	31/10/2000

I M Bennett
Fire Commissioner

**ACT GOVERNMENT
PLANNING AND LAND MANAGEMENT GROUP**

**DRAFT VARIATION NO.152 TO THE TERRITORY PLAN
COMMUNITY FACILITY LAND USE POLICIES FORREST SECTION 24 BLOCKS 1
AND 3 (PART OF ST. CHRISTOPHER’S PRECINCT – MANUKA)**

In accordance with Section 24(2) of the *Land (Planning and Environment) Act 1991*, the Planning and Land Management Group of Urban Services is making available for public inspection the documents submitted to the Minister in relation to:

- **draft Variation No.152 to the Territory Plan relating to Community Facility Land Use Policies (Associated Commercial Use) Forrest Section 24 Blocks 1 and 3 (Part of St Christopher’s Precinct – Manuka)**

The documents relating to this draft Variation are now available for perusal:

- at libraries of the ACT Government Library Service at Belconnen, Civic, Dickson, Erindale, Griffith, Kippax, Tuggeranong and Woden during normal opening hours; and
- at the PALM Shopfront at 16 Challis Street, Dickson during normal office hours.

GOVERNMENT NOTICES (Continued)

Environment ACT

Environment Protection Act 1997

Application for an Environmental Authorisation

Notice is hereby given that under Section 48 of the *Environment Protection Act 1997*, environmental authorisations to conduct activities have been received from the organisations set out below:

Organisation	Brief Description of Activity	Location
Canberra Tannery	Wool-on sheepskin tanning	Oaks Estate ACT

Under Section 48(1) of the *Environment Protection Act 1997*, any person who wishes to make a written submission to the Environment Management Authority concerning the above application may do so by COB 24 November 2000. Submissions should be addressed to:

Environment Management Authority, PO Box 144, Lyneham ACT 2602

Environmental Authorisations

Notice is hereby given that under Section 49 of the *Environment Protection Act 1997* (the Act), environmental authorisations to conduct activities have been granted to the organisations set out below:

Organisation	Brief Description of Activity	Location
Ashdown Enterprises Pty Ltd	Use of CFCs and HCFCs	1/168 Gladstone St Fyshwick ACT

Annual Review of Environmental Authorisations

Notice is hereby given that the following environmental authorisations have been reviewed under Section 57 of the *Environment Protection Act 1997* (the Act) and the Environment Management Authority decided not to take any action under the Act in respect of these authorisations.

Organisation	Brief Description of Activity	Location
CSP Landscaping Pty Ltd	Pest Control	PO Box 88 Lyneham ACT

Under Section 135 of the Act, an application may be made to the Administrative Appeals Tribunal for a review of these decisions. The Administrative Appeals Tribunal can be contacted on telephone 6217 4277.

Copies of an application or the authorisation documents may be obtained from the Environment Management Authority by telephoning the Environment ACT Helpline on (02) 62079777 or at Level 2, South Wing, Macarthur House, Wattle Street Lyneham ACT.

Dated the 2 day of November 2000
Environment Management Authority

