



Australian Capital Territory

# Gazette

No. 51, Thursday 21 December, 2000

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

# GENERAL INFORMATION

## ACT GOVERNMENT GAZETTE

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

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

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## Notices for Publications

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

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

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

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

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- 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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## EMPLOYMENT

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### ACT Public Service

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### General Information

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#### Eligibility to apply for advertised vacancies

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

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

Groups with eligibility rights are:

- an officer of the Australian Public Service (APS) applying for appointment (see section 115 of the Act)
- a former officer of the APS or ACTPS who has resigned, if:
  - \*they resigned to rear a child, after taking at least three months maternity or parental leave; and
  - \*they resigned within two years of the date of birth of the child for which the period of maternity leave was granted;
  - \*the position for which they are applying is advertised in the gazette within six years from the date of the birth of the child for which the maternity or parental leave was granted; and
- \* they have a statement from the relevant Chief Executive of the details of their resignation which was obtained at the time of resignation;
- an 'officer' of an approved organisation listed in Standard 4, Part 6, Mobility with Approved Organisations, employed on other than a temporary basis, applying for appointment;
- a temporary employee who has been employed by the ACTPS in one job for six months continuously, may apply for appointment to an advertised vacancy:
  - \* if still employed in that temporary job; and
  - \* the six months eligibility period is reached before the applications close.

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

Excess officers applying for transfer to advertised vacancies are not to be considered in competition with applicants who are not excess. The consideration of the excess officer(s) should be a genuine assessment of whether the officer is suitable for the vacancy, including

with reasonable training, and should be conducted in a manner demonstrably similar to that which would apply to other officers if no excess officer had applied.

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

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### Vacancies

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#### CANBERRA TOURISM AND EVENTS CORPORATION

##### Events

##### Floriade Section

**CTEC Manager Grade B, \$66,905-\$75,318p.a (PN: 55291) Canberra**

**Closing Date:** 4 January 2001

**Duties:** Under limited direction: Manage the annual Floriade Festival including the contracted construction of the Floriade display, special activities and planning and delivery of the event. Manage the sponsorship acquisition for Floriade.

Contact Officer: Katie Reardon (02)62050347

Note: Appointment may be made from application and references.

**Selection Documentation:** Veronica Collins (02)62050635

CC:148-9005-16840

Apply 06 or via email:

[recruitment.officer@act.gov.au](mailto:recruitment.officer@act.gov.au)

##### Executive Section

##### Construction Manager

**CTEC Manager Grade C, \$56,624-\$61,054p.a (PN: 3562) Canberra**

**Closing Date:** 4 January 2001

**Duties:** Oversee the structural build of all events. Liaise with relevant contractors in relation to CTEC's requirement for events. Liaise with and assist Events Managers wherever required in relation to the structural build of the events.

Note: Appointment may be made from application and references.

Contact Officer: Katie Reardon (02)62050347

**Selection Documentation:** Sarah Hitchcock (02)62050012

CC:148-9005-16840

Apply 06 or via email:

[recruitment.officer@act.gov.au](mailto:recruitment.officer@act.gov.au)

##### Executive Section

##### Contracts Manager

**CTEC Manager Grade C, \$56,624-\$61,054p.a (PN: 42459) Canberra**

**Closing Date:** 4 January 2001

**Duties:** Prepare and examine complex tender and contract documents to ensure compliance with CTEC's policies and procedures. Provide advice on contract and procedural matters associated with the tender process and make recommendations on procedures relating to contractual matters.

**EMPLOYMENT (Continued)**

Note: Appointment may be made from application and references.

Contact Officer: Katie Reardon (02)62050347

**Selection Documentation:** Sarah Hitchcock (02)62050012

CC:148-9005-16840

Apply 06 or via email:

[recruitment.officer@act.gov.au](mailto:recruitment.officer@act.gov.au)

**Events**

**Rally Manager/Deputy Clerk of Course  
Tourism and Events Officer Class 5, \$41,410-  
\$43,909p.a  
(PN: 955) Canberra**

**Closing Date:** 4 January 2001

**Duties:** Under limited directions: Manage all sporting issues. Coordinate all event management. Set course design, including identifying and developing spectator points. Note: Appointment may be made from application and references.

Contact Officer: Katie Reardon (02)62050347

**Selection Documentation** Penny Maccallum (02)62050657

CC:148-9005-16840

Apply 06 or via email:

[recruitment.officer@act.gov.au](mailto:recruitment.officer@act.gov.au)

**Events**

**Events Officer-Motor Sports  
Tourism and Events Officer Class 4,  
\$37,127-\$40,310p.a  
(PN: 55335) Canberra**

**Closing Date:** 4 January 2001

**Duties:** Under general directions: Assist with the production of the GMC400 and the Rally of Canberra. Coordinate the regional and local promotions (summernats, car shows, etc) within: shopping centres and school's promotions.

Note: Appointment may be made from application and references.

Contact Officer: Katie Reardon (02)62050347

**Selection Documentation** Penny Maccallum (02)62050657

CC:148-9005-16840

Apply 06 or via email:

[recruitment.officer@act.gov.au](mailto:recruitment.officer@act.gov.au)

**Events**

**Events Officer-Floriade  
Tourism and Events Officer Class 4,  
\$37,127-\$40,310p.a  
(PN: 55426) Canberra**

**Closing Date:** 4 January 2001

**Duties:** Under general directions: Maintain event databases, update information on a regular basis. Prepare mail-outs for events activities. Collate and prepare materials for event publications, media releases, editorial stories.

Note: Appointment may be made from application and references.

Contact Officer: Cathy Winters (02)62075751

**Selection Documentation** Veronica Collins (02)62050635

CC:148-9005-16840

Apply 06 or via email:

[recruitment.officer@act.gov.au](mailto:recruitment.officer@act.gov.au)

**DEPARTMENT OF HEALTH, HOUSING AND  
COMMUNITY CARE****Population Health Division  
Healthpact**

**Administrative Service Officer Class 5  
\$41207-43694, Canberra (PN. 24365)**

**Closing date:** 4/1/01

**Duties:** Under limited direction undertake negotiations with other government and community agencies and other organisations with regard to grants for activities through Healthpact. Provide policy, planning and statistical advice to the Health Promotion Board and to senior officers on the operations of the fund.

Contact Officer: Nick Hillman (02) 62051325

Selection documentation may be obtained from Tracy Vickers (02) 62051325

Apply: 20

CC: 148-9011-16943

**Central Office  
Business Services Bureau  
Supply Services**

**Senior Officer Grade B \$66,577-74,948,  
Canberra (PN.24799)  
Manager, Supply Services**

**Closing date:** 11 January 2001

**Group Profile:** Responsible for the provision of health-related consumables through a comprehensive and fully compliant purchasing service. Provides on-line requisitioning service, integrated receipt and distribution/delivery services and specialist courier services.

**Duties:** Under broad direction, plan and manage supply chain activities consistent with the objectives of the Department and to ensure maximum benefits for the Health Portfolio. Develop, implement and evaluate policies and procedures and establish strategies to ensure the efficient delivery of supply services, consistent with agreed customer requirements and Health Supply Sector trends. Maintain high level liaison with hospitals, health service units and relevant Government Departments, and represent the Department on supply management issues in Territory forums and with other external bodies. Review and ensure continuous improvement in the performance and delivery of supply services to the Department's customers. Manage staff, consistent with policies and practices affecting their employment and welfare, including the

**EMPLOYMENT (Continued)**

principles of Workplace Diversity, a Participative Workplace, a Safe Working Environment and Access and Equity and Performance Management. Contribute to management and planning activities associated with the overall direction of the Department and the Business Services Bureau.

**Eligibility/other requirements:** Tertiary qualifications in logistics management or a related discipline and/or equivalent relevant experience and training. Knowledge of and experience in Health services supply chain management.

Note:

**Contact Officer:** Ron Foster (02) 6205 0925  
Selection documentation may be obtained from John Oberdorf (02) 6205 0908  
Apply: 23  
CC: 148-9011-16882

**THE CANBERRA HOSPITAL****The Canberra Hospital  
Pathology Services  
Immunoassay****Professional Officer Class 1/ Technical Officer  
Level 3 \$30,276-42,475, Canberra (PN. NP)**

**Closing date:** 11 January 2001

**Duties:** Perform diagnostic and other technical tests, procedures and investigations requiring the application of professional knowledge and skills in Immunoassay particularly and in other sections of the laboratory as required.

**Eligibility/other requirements:** A Degree in Science/ Associate Diploma or equivalent relevant qualification.

Note: This position can either be filled by Professional Officer Class 1 \$30,276-\$42,475 or Technical Officer Level 3 \$37,438-\$42,475 depending on the successful applicants qualifications and relevant experience. The Selection Advisory Committee will be shortlisting on written applications only, Therefore, your application should include your written references addressing the selection criteria, claims against the selection criteria and current CV to be received by the nominated closing date. Only shortlisted applicants will be contacted regarding further assessment.

**Contact Officer:** Wendy Edwards (02) 6244 2835  
Selection documentation may be obtained from Human Resource Management Group (02) 6244 2566  
Apply: 16  
CC: 3131

**The Canberra Hospital  
Pathology Services  
Clinical Chemistry****Professional Officer Class 1/ Technical Officer  
Level 3 \$30,276-42,475, Canberra (PN. NP)**

**Closing date:** 11 January 2001

**Duties:** Perform diagnostic and other technical tests, procedures and investigations requiring the application of professional knowledge and skills in Clinical Chemistry particularly and in other sections of the laboratory as required.  
**Eligibility/other requirements:** A Degree in Science/ Associate Diploma or equivalent relevant qualification.

Note: This position can either be filled by Professional Officer Class 1 \$30,276-\$42,475 or Technical Officer Level 3 \$37,438-\$42,475, depending on the successful applicants qualifications and relevant experience. The Selection Advisory Committee will be shortlisting on written applications only, Therefore, your application should include your written references addressing the selection criteria, claims against the selection criteria and current CV to be received by the nominated closing date. Only shortlisted applicants will be contacted regarding further assessment.

**Contact Officer:** Wendy Edwards (02) 6244 2835  
Selection documentation may be obtained from Human Resource Management Group (02) 6244 2566  
Apply: 16  
CC: 3122

**ACT COMMUNITY CARE****Community Rehabilitation,****Professional Officer Class 2 \$43,545-\$48665,  
Canberra (PN. 21776)**

**Closing date:** 18 January 2001

**Duties:** As a member of a multi-disciplinary team, provide clinical and neuropsychological assessment services to the NSW Southern Area Brain Injury Service. Contribute to the development of rehabilitation programs.

**Eligibility/other requirements:** Masters Degree in Clinical Neuropsychology or Psychology. Registration to practice as a Psychologist in the ACT and NSW. Experience in a rehabilitation setting is highly desirable.

Note: Part-time/3year temporary contract

Selection documentation may be obtained from Gerda Caunt (02) 62051496  
Apply: 21  
CC: 148-9009-18269

**EMPLOYMENT (Continued)****CALVARY HOSPITAL INC.****Administrative Services  
Finance**

**\*Calvary Administrative Officer 2**  
**\$ 28,475 - 31,576, Canberra (PN. 8705)**

**Closing date:** 4 January 2001

**Duties:** Operate, answer and respond to telephone calls on the main switchboard and emergency telephone extensions. Operate internal and external paging systems and program units as required. Monitor internal and external hospital alarms.

Eligibility/other requirements:

Note: Part time, 40 hours per fortnight.  
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  
Human Resources**

**\*Calvary Administrative Officer 6**  
**\$ 43,545 - 50,020, Canberra (PN. 8657)**

**Closing date:** 4 January 2001

**Duties:** Under general direction, provide high level advice in relation to the management of employees injured or taken ill in the course of their employment. Establish and manage processes and policies in relation to the management of injured workers.

Eligibility/other requirements:

Note: TTY 6201 6127

**Contact Officer:** Janet Fuller (02) 62016120  
Selection documentation may be obtained from Margaret Mackenzie (02) 62016128

Apply: 07

CC: 148-9094-17781

**Administrative Services  
Hospital Services**

**\*Calvary Administrative Officer 5**  
**\$ 40,319 - 42,752, Canberra (PN. 8666)**

**Closing date:** 4 January 2001

**Duties:** Co-ordinate Calvary's Asset Management Program, including participating in development and review of policies and procedures relating to the acquisition, storage, repair and disposal of assets.

Eligibility/other requirements:

Note: TTY 6201 6127

**Contact Officer:** Maggie Barnes (02) 62016135  
Selection documentation may be obtained from Maggie Barnes (02) 62016135

Apply: 07

CC: 148-9094-17781

**Administrative Services  
Supply**

**\*Calvary Administrative Officer 5**  
**\$ 40,319 - 42,752, Canberra (PN. 8665)**

**Closing date:** 4 January 2001

**Duties:** Manage the work teams engaged in the Supply, distribution and warehouse functions of the Hospital. Purchase the more complex goods and services in accordance with approved hospital guidelines and policies.

Eligibility/other requirements:

Note: TTY 6201 6127

**Contact Officer:** Maggie Barnes (02) 62016135  
Selection documentation may be obtained from Maggie Barnes (02) 62016135

Apply: 07

CC: 148-9094-17781

**Administrative Services  
Information Systems**

**\*Calvary Information Technology  
Officer 1/2 \$ 35,003 - 50,019,  
Canberra (PN. 8686)**

**Closing date:** 4 January 2001

**Duties:** Provide technical support for daily operations and housekeeping procedures in the networked PC and mid-range computer environment. Provide technical input and undertake implementation of projects within the hospital.

Eligibility/other requirements:

Note: TTY 6201 6127

**Contact Officer:** Ivan Barrette (02) 62016069  
Selection documentation may be obtained from Ivan Barrette (02) 62016069

Apply: 07

CC: 148-9094-17781

**DEPARTMENT OF URBAN SERVICES****Environment ACT  
ACT Parks and Conservation Service  
Administrative Service Officer Class 5  
PN 15230  
Canberra**

**Closing Date:** 28-Dec-00

**Duties:**

Visitor Centre Manager Tidbinbilla Nature Reserve Tidbinbilla Nature Reserve, situated approximately 40km from Canberra City Centre, occupies an area of over 5000 ha including designated national park, and a special purpose reserve identified for appropriate level tourism, recreation and education. It is considered as the premier nature based tourism destination in the ACT. The occupant of this position is responsible for the successful operation of all aspects of the Tidbinbilla Nature Reserve Visitor Centre including the retail area, interpretation centre, entry fee collection, activity bookings and staff management. The successful applicant will possess experience

**EMPLOYMENT (Continued)**

in managing all aspects of a retail outlet and be able to lead a small team in delivering exceptional customer service to our visitors and other stakeholders. They will be able to provide direction to our retail operation by selecting appropriate saleable items, finetuning our entry fee procedures and provide training to our staff.

**Other requirements / Qualifications**

A current driver's licence, current basic first aid, ability to work weekends/public holidays if required and a preparedness to wear a uniform.

**Notes** This position is available for temporary filling from January 2001 until August 2001.

**Contact Officer:** Rod Hillman (02) 62051221  
Selection documentation may be obtained from Kylie Gardiner (02) 62072242.

Or from the recruitment home page:  
(www.act.gov.au/urbanservices/recruit)  
**CC:** 148-9028 17218

**Corporate Group  
Communications Branch  
Public Affairs Officer Grade 2  
46,356-\$52,677  
PN 10398/24502  
Canberra**

**Closing Date:** 04-Jan-01

**Duties:** Contribute to the Communications Unit's development and implementation of public relations, marketing and internal communication initiatives, policies, guidelines and procedures. Provide advice to the Minister's office and to all areas of Urban Services on Media and event management matters.

**Other requirements / Qualifications**

Tertiary qualifications in communications, public relations or journalism desirable and/or relevant experience.

**Contact Officer:** Katherine Maloney  
(02) 62078758  
Selection documentation may be obtained from Michele Gorman (02) 62072359.  
Or from the recruitment home page:  
(www.act.gov.au/urbanservices/recruit)  
**CC:** 148-9017 9017

**Policy Coordination Group  
Infrastructure Policy Branch  
ACT Waste Section**

**Senior Officer Grade C  
\$56,347-\$60,755  
PN 44079  
Canberra**

**Closing Date:** 04-Jan-01

**Duties:** Provide specialist advice on contract services to all levels of ACT Government. Undertake development of concepts for new

contracts. Participate in contract negotiation, manage the Commissioning Unit and contribute to operational business development and joint venturing.

**Other requirements / Qualifications**

Relevant tertiary qualification, certificate IV in contract management and/or experience desirable.

**Contact Officer:** Leigh Palmer (02) 6207 6352  
Selection documentation may be obtained from Lani Jaiyawong (02)62076788.  
Or from the recruitment home page:  
(www.act.gov.au/urbanservices/recruit)  
**CC:** 148-9019 17026

**Planning and Land Management Group  
Land Information and Building Services Branch  
Business Systems Unit**

**Senior Information Technology Officer Grade B  
\$66,577-\$74,949  
PN13218  
Canberra**

**Closing Date:** 04-Jan-01

**Duties:**

The key duties of this position are: To lead a small team of information system specialists in the development, maintenance and on-going support of computer based information systems, Internet/Intranet, implementation of on-line services, document management and work flow systems, and as a Unit Manager, assist the Director, Land Information and Building Services Branch with a range of management responsibilities across the organisation. Provide policy and strategic advice to PALM executive on IT/IS related matters; develop and maintain the Information Management Strategy and Business Plans; manage the business system budget; liaise with and manage external providers of IT services; manage competing priorities and liaise with a diverse range of stakeholders requiring IT/IS services from

**Other requirements / Qualifications**

Tertiary qualifications in computer science/information technology and/or substantial and relevant professional information systems management experience at a senior level and extensive alternative training. Systems knowledge should include: Oracle DBMS, Designer 2000, Developer 2000 and one or more of the following tools - Powerbuilder, Visual Basic., Lotus Notes and Web Development tools in an NT- based environment.

**Contact Officer:** Stephen Ryan  
(02) 62072644 or stephen.ryan@act.gov.au  
Selection documentation may be obtained from Carole Ross (02) 62071914 or carole.ross@act.gov.au.  
Or from the recruitment home page:  
(www.act.gov.au/urbanservices/recruit)  
**CC:** 148-9020 16925

## EMPLOYMENT (Continued)

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### Appointments

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#### **CANBERRA TOURISM AND EVENTS CORPORATION**

Canberra Tourism and Events Corporation  
 Tourism and Events Officer Class 2,  
 \$29,246-\$32,430p.a  
 Dorothy Bogumila Parkinty, 760-74436  
 Section 68 12 December 2000  
 CC: 148-9005-16840

#### **THE CANBERRA HOSPITAL**

**Professional Officer Class 2 \$43,416-48,520**  
 Kristen Lander: 762-87503, Section 68, 5/12/00  
 CC: 3141

#### **ACT COMMUNITY CARE**

**Professional Officer Class 2 \$44,018-\$49,193**  
 Valeska Siddall: 735-33131, Section 68(1) & 70  
 (1), 7 December 2000  
 CC: 148-9009-16860

#### **CHIEF MINISTER'S DEPARTMENT**

**The InTACT Group**  
**Administrative Service Officer Class 3,**  
 \$33,147-\$35,774p.a  
 Frank Staltari, 735-16390  
 Section 68 12 December 2000  
 CC: 148-9043-17177

#### **DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES**

**School Assistant 2 \$24747-27442**  
 Margaret Anne Parkes: 761-21407,  
 Weetangera Primary School, Section 68(1),  
 11 December 2000  
 CC: 148-9013-16917

#### **DEPARTMENT OF URBAN SERVICES**

Administrative Service Officer Class 6  
 \$44,504-\$51,121  
 Sonya Helen Moser AGS Number 757 54384.  
 Section 68(1)08-Dec-00  
 CC: 148-9019 17278

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### Transfer

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#### **DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES**

**Angy Marie Barwick-Campbell: 713-04167**  
 From: Administrative Service Officer Class 6  
 \$44504-51121  
 Department of Education and Community  
 Services  
 To: Administrative Service Officer Class 6  
 \$44504-51121

Information and Library Management Section,  
 Department of Education and Community  
 Services, Canberra (PN. 76)  
 (No. 43, 26 October 2000)  
 CC: 148-9013-16917

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### Promotions

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

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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);



## EMPLOYMENT (Continued)

- \* the position is filled by the transfer of an officer already at that or a higher level;
- \* you are not a **permanent** officer of the ACTPS; or
- \* you filling the position would not constitute a promotion (except in the case of excess officers).

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

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

### ADVICE TO POTENTIAL APPELLANTS

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

### GROUND OF APPEAL

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

### EFFICIENCY

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

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

officer who is a returned soldier or who is or has been absent on specified defence service, a reference to the abilities, qualifications, experience, standard of work performance, personal qualities, 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.

## EMPLOYMENT (Continued)

### 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. 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.

## EMPLOYMENT (Continued)

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

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

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

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

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

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

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

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

### SUPERVISORS/REFEREES

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

**EMPLOYMENT (Continued)**

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

**CANBERRA TOURISM AND EVENTS CORPORATION****Marketing and Communications****L. Sipos AGS No: 715-95355**

From: Tourism and Events Officer Class 3,  
\$33,310-\$35,950p.a  
Canberra Tourism and Events Corporation  
To: Tourism and Events Officer Class 4,  
\$37,127-\$40,310p.a  
Media Services (PN: 43167)  
Canberra Tourism and Events Corporation  
23 November 2000

All appeal applications should be addressed to:  
Convenor of the Appeal Panel  
PO Box 749  
Civic Square ACT 2608  
CC:148-9005-16840

**Marketing and Communications****S. L. Lalor AGS No: 735-13915**

From: Tourism and Events Officer Class 3,  
\$33,310-\$35,950p.a  
Canberra Tourism and Events Corporation  
To: Tourism and Events Officer Class 4,  
\$37,127-\$40,310p.a  
Publishing (PN: 43424)  
Canberra Tourism and Events Corporation  
23 November 2000  
CC:148-9005-16840

All appeal applications should be addressed to:  
Convenor of the Appeal Panel  
PO Box 749  
Civic Square ACT 2608

**ACT GAMBLING AND RACING COMMISSION****M. J. Hines AGS No: 539-07765**

From: Administrative Service Officer Class 4,  
\$36,945-\$40,113p.a  
ACT Gambling and Racing Commission  
To: Senior Officer Grade C, \$56,346-\$60,755p.a  
(PN: 55658)  
ACT Gambling and Racing Commission  
Gazette 26 October 2000  
CC: 148-9085-17763

**J. P. Mullan AGS No: 545-56987**

From: Administrative Service Officer Class 6,  
\$44,503-\$51,121p.a  
ACT Gambling and Racing Commission  
To: Senior Officer Grade C, \$56,346-\$60,755p.a  
(PN: 55659)  
ACT Gambling and Racing Commission  
Gazette 26 October 2000  
CC: 148-9085-17763

**THE CANBERRA HOSPITAL****The Canberra Hospital  
Nursing Branch  
Paediatrics****Diane Allende: 261-48791**

From: Registered Nurse Level 1 \$32,245 -  
\$41,789  
5A Paediatrics  
To: Registered Nurse Level 2 \$43,150 - \$45,877  
5A Paediatrics, Women & Childrens SMT,  
Canberra (PN. 22543) (19.10.00)  
CC: 2155

**CHIEF MINISTER'S DEPARTMENT****Community Liaison and Indigenous Affairs****K. A. White AGS No: 544-81321**

From: Administrative Service Officer Class 6  
\$44,503-\$51,121p.a  
Department of Education and Community  
Services  
To: Senior Officer Grade C, \$56,346-\$60,755p.a  
(PN: 42156)  
No 37 14/9/2000  
CC:148-9031-17185

**Promotions to non-advertised vacancies****Business Development**

A. C. Smorhun 756-32467,  
Graduate Administrative Assistant  
\$25,115-\$32,271p.a  
Chief Minister's Department  
Administrative Service Officer Class 5,  
(PN: 55673), \$41,207-\$43,694p.a  
Business Support and Employment, Chief  
Minister's Department

**Duties:** Under take research and analysis in all areas of small business including but not limited to: small business initiatives; coordination comments on government papers; mutual recognition issues; compliance burden reduction issues; and employment programs. Provide secretariat support for advisory groups such as the Business and Regulation Review Team BAART). Assist with the ACT's participation in the Small Business Ministers in Council and the Industry Ministers Meeting. Note: This promotion is made under section 83 of the Public Sector Management Act 1994 and is to an non-advertised vacancy. Any suitable qualified officers may appeal.

All appeal applications should be addressed to:  
Convenor of the Appeal Panel  
PO Box 749  
Civic Square ACT 2608  
CC: 148-9031-17299

**EMPLOYMENT (Continued)****DEPARTMENT OF EDUCATION AND  
COMMUNITY SERVICES****Education and Training Division  
Office of Training and Adult Education  
Purchasing and New Apprenticeships and  
Innovation Section**

**Sheree Leanne Rudinger: 761-22071**  
From: Graduate Administrative Assistant  
\$25115-32271  
Department of Education and Community  
Services  
To: Administrative Service Officer Class 4  
\$36945-40113  
Purchasing and New Apprenticeships and  
Innovation Section, Department of Education  
and Community Services, Canberra (PN. 2379)

**Duties:** Liaise with industry training advisory boards and other industry groups. Advise industry on training reform initiatives and provide advice on training issues to industry clients, employers, trainees, training providers and group training schemes. As a member of a team responsible for monitoring the delivery and quality of training in the ACT: Investigate, inspect and evaluate training delivery, both on and off the job; interview, advise and counsel the parties to a contract of training, as required; prepare reports and other routine correspondence; and promote through contact with schools, community groups, employers, industry bodies and other community groups, the availability and value of structured vocational education and training programs in the ACT.

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: 148-9013-16917

**Schools Program Branch**

**Gabrielle Celeste Wellspring: 547-21807**  
From: Administrative Service Officer Class 6  
\$44504-51121  
Department of Education and Community  
Services  
To: †Senior Officer Grade C \$56347-60755  
Non-Government Schools Office Section  
Department of Education and Community  
Services, Canberra (PN. 2339)  
(No 30, 27 July 2000)  
CC: 148-9013-16917

**Human Resources Branch  
Communication and Liaison Section**

**Karen Elizabeth Churchill: 314-61264**  
From: Public Affairs Officer Grade 3 \$59212-  
70019  
Department of Education and Community  
Services  
To: †Senior Officer Grade B \$66577-74949  
Communication & Liaison Section Department of  
Education and Community Services, Canberra  
(PN.189) (No 43, 26 October 2000)  
CC: 148-9013-16917

**Wanniassa School**

**Teresa Mary Anne Lemke: 713-04300**  
From: School Assistant 2 \$24747-27442  
Department of Education and Community  
Service  
To: Administrative Service Officer Class 3  
\$33147-35774  
Wanniassa School, Department of Education  
and Community Services, Canberra (PN. 11432)  
(No 43, 26 October 2000)  
CC: 148-9013-16917

**Sport and Corporate Resources  
Information Management Branch  
Information and Library Management Section**

**Karen Louise Carlton: 548-46845**  
From: Professional Officer Class 2 \$44504 -  
51121  
Department of Education and Community  
Services  
To: †Senior Officer Grade C \$56347 - 60755  
Information and Library Management,  
Department of Education and Community  
Services, Canberra  
(PN. 382) (No 43, 26 October 2000)  
CC: 148-9013-16917

**Sport and Corporate Resources  
Information Management Branch  
Information and Library Management Section**

**Gordon Howell White: 030-99130**  
From: Teacher Level 2 \$56100  
Department of Education and Community  
Services  
To: † Senior Officer Grade C \$56347-60755  
Information and Library Management,  
Department of Education and Community  
Services, Canberra  
(PN. 23990) (No 43, 26 October 2000)  
CC: 148-9013-16917

**DEPARTMENT OF TREASURY AND  
INFRASTRUCTURE****Promotions to non-advertised vacancies  
Revenue Management Branch  
Policy, Legislation and Projects**

K. A. Kennedy 735-16091,  
Graduate Administrative Assistant  
\$25,115-\$32,271p.a  
Department of Treasury and Infrastructure  
Administrative Service Officer Class 6,  
(PN: 55153), \$44,503-\$51,121p.a  
Department of Treasury and Infrastructure  
**Duties:** Examine, analyse and determine  
complex cases of interpretation and procedure  
pursuant to the tax laws within the Territory,  
State and Commonwealth legislative framework.  
Assist in the development of interpretative and  
legislative policy in respect of those cases.  
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.

## EMPLOYMENT (Continued)

All appeal applications should be addressed to:  
 Convenor of the Appeal Panel  
 PO Box 749  
 Civic Square ACT 2608  
 CC: 148-9021-17176

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### **ACT Public Service Index of addresses**

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- 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
- 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 Recruitment Officer, Central Office, (Level 2 North Building) Department of Health, Housing and Community Care, GPO Box 825, Canberra City ACT 2601
- 28 Recruitment Officer, Human Services Unit, Department of Justice and Community Safety, PO Box 921, Civic Square ACT 2608
- 30 The Secretary, Milk Authority of the ACT, GPO Box 1110, Canberra ACT 2601
- 31 The Recruitment Officer, Auditor-General's Office ACT, PO Box 275 Civic Square ACT 2608

- 32 Canberra Theatre Trust, PO Box 226, Civic Square ACT 2608
- 34 Applications Officer, Urban Services, GPO Box 158, Canberra ACT 2601
- 35 Recruitment Officer, Department of Treasury and Infrastructure, GPO Box 158, Canberra ACT 2601.
- 36 Recruitment/Executive Officer Community and Health Services Complaints Commissioner's Office, GPO Box 1321, Canberra ACT 2601.
- 37 The Recruitment Officer Faculty of Communication and Community Services Canberra Institute of Technology GPO Box 826 Canberra City ACT 2601

## GAZETTE INFORMATION

### ISSUE OF ACT SPECIAL GAZETTES

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

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

Gazette Number	Date	Title
<b>S70</b>	15 December	Dental Technicians and Dental Prosthetists Registered in the ACT under the <i>Dental Technicians and Dental Prosthetists Registration Act 1988</i>  Physiotherapists Registered in the ACT under the <i>Physiotherapists Act 1977</i>  Veterinary Surgeons Registered in the ACT under the <i>Veterinary Surgeons Registration Act 1965</i>

### ACT Government Gazette: Christmas Arrangements

This is the final ACT Government Gazette for 2000. The first Gazette in 2001 will be published on Thursday 4 January 2001. The gazette printing contractor will be closed down over the Christmas break, resulting in printing facilities being unavailable for this period.

Deadline for receipt of content for the Gazette published 4 January 2001 is *4.30pm* Thursday 29 December 2000 for both employment and Government notices .

Should there be a need for a Special Gazette or for further information, please contact the Gazette Office on extension 50254.

## GOVERNMENT NOTICES

### NOTIFICATION OF THE MAKING OF AN INSTRUMENT

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

<b>Act under which Instrument made</b>	<b>Description of Instrument</b>	<b>Number and year of Instrument</b>
<i>Gungahlin Development Authority Act 1996</i>	Instrument of Appointment.	No. 360 of 2000
<i>Road Transport (General) Act 1999</i>	Revocation and Determination of Number of Restricted Taxi Operator Licences.	No. 361 of 2000
<i>Blood Donation (Transmittable Diseases) Act 1985</i>	Approval of the Australian Red Cross Blood Service Donor Declaration Form.	No. 362 of 2000
<i>Public Place Names Act 1989</i>	Amendment to Determination No. 7 of 1995 published in Special Gazette No. S13 of Wednesday 11 January 1995 of one street name, that being Kelleway Avenue in the Division of Nicholls extending that name to the part of the road between Anne Clark Avenue ending at Gungahlin Drive.	No. 363 of 2000
<i>Administration Act 1989, Mental Health (Treatment and Care) Act 1994</i>	Delegation.	No. 364 of 2000
<i>Public Place Names Act 1989</i>	Determination of street nomenclature – Division of Nicholls.	No. 365 of 2000
<i>Public Place Names Act 1989</i>	Determination of street nomenclature – Division of Gungahlin.	No. 366 of 2000



## GOVERNMENT NOTICES (Continued)

### NOTIFICATION OF THE MAKING OF A REGULATION

NOTICE is hereby given that the undermentioned Regulation of the Australian Capital Territory has been made. Copies of the Regulation may be purchased from 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>Building Act 1972</i>	Building Regulations Amendment	No. 54 of 2000
<i>Land (Planning and Environment) Act 1991</i>	Land (Planning and Environment) Regulations Amendment	No. 55 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>	Corporations Law Rules Amendment	No. 53 of 2000

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

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

<b>Act under which Instrument made</b>	<b>Description of Instrument</b>	<b>Number and year of Instrument</b>
<i>Public Roads Act 1902 (NSW)</i>	Notice of Declaration of Public Roads – Division of Amaroo.	No. R48/00 of 2000
<i>Public Roads Act 1902 (NSW)</i>	Notice of Declaration of Public Roads – District of Booth.	No. R49/00 of 2000

**GOVERNMENT NOTICES (Continued)*****ENVIRONMENT PROTECTION ACT 1997*****Draft Variation MOTOR SPORTS NOISE  
ENVIRONMENT PROTECTION POLICY**

The Motor Sports Noise Environment Protection Policy (EPP) was developed to balance the need to provide adequate protection to neighbouring residents from noise with the rights of motor sports enthusiasts to participate in their sport.

The EPP was released in December 1998. It has been reviewed and amendments have been incorporated to provide for new events and continuing events now requiring authorisation.

It has now been further varied to provide for a progressive reduction of noise at Fairbairn Motor Sports Cluster over a period of ten years. This results from public comment on the Review during April-June 2000.

Under Section 25(1) of the *Environment Protection Act 1997*, any person who wishes to make a written submission to the Environment Management Authority concerning the draft variation to the EPP may do so by COB 28 February 2001. Submissions should be addressed to:

Environment Management Authority, PO Box 144, LYNEHAM ACT 2602

Copies of the draft variation of the EPP are available from ACT Government Shopfronts, the Environment ACT Help Desk in Macarthur House, 12 Wattle Street, LYNEHAM or by telephoning the Helpline on 6207-9777. It may be viewed electronically on the Environment ACT Internet site at [www.act.gov.au/environ/](http://www.act.gov.au/environ/)

Dated the 14th day of December 2000

***Elizabeth Fowler***  
Environment Management Authority

**GOVERNMENT NOTICES (Continued)**

**AUSTRALIAN CAPITAL TERRITORY**

***FISHERIES ACT 2000***

**DETERMINATION OF CRITERIA**

Pursuant to section 50 of the *Fisheries Act 2000* (the Act) I determine that:

1. the criteria for the purposes of paragraph 46 (1) of the Act are as set out in Schedule 1; and
2. the criteria for the purposes of subsection 46 (2) of the Act are as set out in Schedule 2.

Dated this 6th day of December 2000

***Dr Colin Adrian***  
Conservator of Flora and Fauna

**GOVERNMENT NOTICES (Continued)****Schedule 1****Directions on the Keeping of Records for the Purposes of Paragraph 46 (1)  
of the *Fisheries Act 2000***

For the purposes of subsection 46 (1) of the Act, a commercial fisher shall keep the following records in respect of all fish taken or sold by him or her –

**For all fish taken:**

- (a) the marketing name, number and weight of each species of fish taken,
- (b) the date the fish were taken,
- (c) the full name and address of the commercial fisher who took the fish, and
- (d) the full name and signature of the person completing the record.

**For all fish sold:**

- (a) the marketing name, number and weight of each species of fish sold,
- (b) the date of the sale,
- (c) the full name and address of the seller,
- (d) the full name and address of the purchaser,
- (e) the full name and signature of the person completing the record,
- (f) the price per kilogram, price per packet or price per unit of each species of fish sold,
- (g) the total sales value of each species of fish sold, and
- (h) in respect of each sale, a unique identifying number allocated to the sale for the purposes of the record, being a number that is one of a sequence.

**GOVERNMENT NOTICES (Continued)****Schedule 2****Directions on the Keeping of Records for the Purposes of Paragraph 46 (2)  
of the *Fisheries Act 2000***

For the purposes of subsection 46 (2) of the Act, a fish dealer shall keep the following records in respect of all fish received, processed or sold by him or her –

**For all fish received:**

- (a) the marketing name, number and weight of each species of fish received for resale or other commercial use by the receiver,
- (b) the date of receipt,
- (c) the full name and address of the person from whom the fish was received,
- (d) the price paid by the receiver per kilogram, price per packet or price per unit of each species of fish received,
- (e) the total purchase value of each species of fish received.

**For all fish sold:**

- (a) the marketing name, number and weight of each species of fish sold,
- (b) the date of the sale,
- (c) the full name and address of the seller,
- (d) the full name and address of the purchaser,
- (e) the full name and signature of the person completing the record,
- (f) the price per kilogram, price per packet or price per unit of each species of fish sold,
- (g) the total sales value of each species of fish sold,
- (h) in respect of each sale, a unique identifying number allocated to the sale for the purposes of the record, being a number that is one of a sequence of unique identifying numbers where each subsequent sale is allocated the next number in the sequence.

## GOVERNMENT NOTICES (Continued)

### NOTICE UNDER NATIONAL ELECTRICITY CODE

NOTICE is hereby given pursuant to clause 9.1.1(h) of the National Electricity Code approved under section 6 of the National Electricity Law which forms the Schedule to the National Electricity (South Australia) Act 1996 that Schedule 9G (Ancillary Services Derogation) of the National Electricity Code is amended.

These amendments to the National Electricity Code commence on 31 December 2000.

As required by clause 9.1.1(h) of the National Electricity Code, copies of:

- 1 the notice from the Honourable Brendan Smyth MLA, notifying the National Electricity Code Administrator Limited (ACN 073 942 775) ("**NECA**") of the amendments to Schedule 9G; and
- 2 the ACCC's letter dated 30 November 2000 providing authorisation for these amendments, are set out below.

Both these amendments and a copy of the ACCC's letter of 30 November 2000 are set out in full in the document entitled "Extension of Schedule 9G and Clause 9.35.7 of the Code" which can be viewed on the Internet website of NECA at [www.neca.com.au](http://www.neca.com.au) under "The Code" section of that website.

The National Electricity Code can be viewed on the NECA Internet website at [www.neca.com.au](http://www.neca.com.au) and at the offices of NECA and National Electricity Market Management Company Limited (ACN 072 010 327). A list of addresses where the Code can be viewed is available on the NECA website.

Dated: 21 December 2000

**GOVERNMENT NOTICES (Continued)**

**NATIONAL ELECTRICITY CODE**

**AMENDMENTS TO CHAPTER 9**

**CLAUSE 9.1.1**

**AUSTRALIAN CAPITAL TERRITORY**

With effect from the beginning of 31 December 2000, I make the changes set out in Attachment A to Schedule 9G of the National Electricity Code as it applies to the Australian Capital Territory.

***Brendan Smyth* MLA**  
**Deputy Chief Minister**

Date 7 December 2000



**GOVERNMENT NOTICES (Continued)****ATTACHMENT A – AMENDMENTS TO SCHEDULE 9 G OF THE CODE****1 PARAGRAPH 1 OF SCHEDULE 9G**

Amend paragraph 1 in the manner indicated below:

**“1. Purpose of Derogation**

- (a) *NEMMCO* is to acquire and *Code Participants* are to provide *ancillary services* in accordance with this Schedule 9G.
- (b) For the period of this derogation, this Schedule 9G applies, on the basis specified below, in place of the relevant clauses of the Code.”

**2 PARAGRAPH 2 OF SCHEDULE 9G**

Amend paragraph 2 in the manner indicated below:

**“2. Period of Derogation**

This Schedule 9G commences on the *Code commencement date* and (except for paragraphs 5.11 and 6AA) expires at the end of the earlier of:

- (a) the date which *NEMMCO* notifies *Market Participants* as the date on which the new ancillary services arrangements resulting from the report of the *Code Change Panel* in relation to Ancillary Services dated August 2000 take effect; and
- (b) 31 August 2001.”

**3 PARAGRAPH 3 OF SCHEDULE 9G**

Replace the definition of “*rapid generating unit unloading*” with the following:

“in respect of a *generating unit*, means the service of rapidly reducing the electrical output of the *generating unit* within nominated time frames in response to:

- (a) a locally sensed increase in electrical frequency; or
- (b) an instruction or electronic signal from *NEMMCO*.”

**4 PARAGRAPH 5.5(g)(3) OF SCHEDULE 9G**

Delete the words “plus any *excess generation* payments made by the *Code Participant* under the *Code* as a result of providing the *ancillary service* concerned” at the end.

**5 PARAGRAPH 5.8(d)(3) OF SCHEDULE 9G**

Delete the words “plus any *excess generation* payments made by the *Code Participant* under the *Code* as a result of complying with the direction” at the end.

**GOVERNMENT NOTICES (Continued)****ATTACHMENT A – AMENDMENTS TO SCHEDULE 9 G OF THE CODE****6 NEW PARAGRAPH 6AA OF SCHEDULE 9G**

Insert the following new paragraph after the existing paragraph 5.11:

**“6AA Further transitional arrangements**

- (a) The Invitation to Tender issued by *NEMMCO* on 18 October 2000 (as amended from time to time) (called the “**Third ITT**”) is a call for offers under paragraph 5.4 notwithstanding anything else in this *Code* or the fact that the description and the procedure contemplated by paragraph 5.3 did not exist at the time the Third ITT was issued.
- (b) Notwithstanding anything else in this *Code*:
  - (1) the description of each *ancillary service* included in the Third ITT is deemed to be the description contemplated by paragraph 5.3;
  - (2) the quantities specified as indicative *NEMMCO* requirements in schedule A to the Third ITT in respect of the *power system* are taken to have been determined by applying a procedure developed under paragraph 5.3; and
  - (3) any agreement under which *NEMMCO* acquires *system restart*, *reactive power service* used for network control, or *load shedding service* used for network control entered into as a result of the Third ITT and which indicates that it continues after the expiration of this schedule 9G is taken to have been entered into as a result of a call for offers under the new arrangements for acquiring non-market ancillary services resulting from the report of the *Code Change Panel* in relation to Ancillary Services dated August 2000.”

**7 NEW PARAGRAPH 6.2A(e) OF SCHEDULE 9G**

Insert the following new paragraph 6.2A(e) after the existing paragraph 6.2A(d):

“(e) From the beginning of the *interconnection date* (as defined in clause 9.32.1):

- (1) the following words in the definition of “TASP” in paragraph 6.2A(b) are deleted:

“but does not include amounts payable under agreements entered into by *NEMMCO* for the provision of *ancillary services* in respect of the *Queensland system* or compensation payable under paragraph 5.8 for a direction in respect of the *Queensland system*”; and
- (2) paragraphs 6.2A(d)(2)(C) and 6.2A(d)(4)(C) are deleted

## GOVERNMENT NOTICES (Continued)

Our Ref: C2000-  
Contact Officer: Kaye Johnston  
Contact Phone: 02 6243 1258

30 November 2000

Mr Stephen Kelly  
Managing Director  
National Electricity Code Administrator Limited  
Level 5  
41 Currie Street  
ADELAIDE SA 5000

Dear Stephen

### **Applications for Authorisation – Extension to Chapter 9 Ancillary services arrangements**

#### **Application Nos: A90762 – A90764**

On 21 November 2000 the Commission received applications for authorisation (Nos A90762, A90763 and A90764) of amendments to the National Electricity Code from NECA on behalf of the Ministers of the NEM jurisdictions. The proposed amendments allow for an extension of the existing Chapter 9 ancillary service arrangements (Schedule 9G and Clause 9.35.7), until the earlier of the commencement of the new ancillary service arrangements or 31 August 2001. As part of the application the Ministers requested the Commission grant interim authorisation to the amendments.

Pursuant to subsection 91(2) of the *Trade Practices Act* (the Act), the Commission hereby grants interim authorisation for the applications A90762, A90763 and A90764.

These interim authorisations take effect from Wednesday 29 November 2000 and will lapse when the Commission reaches a final determination in regard to each application. Please note that under subsection 91(2) of the Act, the Commission may revoke an interim authorisation at any time.

If you have any queries about any issue raised in this letter, please contact myself on (02) 6243 1254 or Kaye Johnston on (02) 6243 1258.

Yours sincerely

Paul Bilyk  
A/g General Manager  
Regulatory Affairs – Electricity

## **GOVERNMENT NOTICES (Continued)**

### **AUSTRALIAN CAPITAL TERRITORY**

#### ***TRANS-TASMAN MUTUAL RECOGNITION ACT 1997 (CWLTH)***

#### **NOTICE UNDER SUBSECTION 45 (4)**

I, GARY HUMPHRIES, Chief Minister and the designated person for the Australian Capital Territory under the *Trans-Tasman Mutual Recognition Act 1997 (Cwlth)*, endorse, under subsection 45 (4) of that Act, the proposed regulations set out below.

Dated 5<sup>th</sup> December 2000.

***Gary Humphries***  
Chief Minister

## GOVERNMENT NOTICES (Continued)

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# Trans-Tasman Mutual Recognition Act 1997 Amendment Regulations 2000 (No. )<sup>1</sup>

Statutory Rules 2000 No. <sup>2</sup>

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I, WILLIAM PATRICK DEANE, Governor-General of the Commonwealth of Australia, acting with the advice of the Federal Executive Council, make the following Regulations under the *Trans-Tasman Mutual Recognition Act 1997*.

Dated 2000

Governor-General

By His Excellency's Command

**[DRAFT ONLY - NOT FOR SIGNATURE]**  
Minister for Industry, Science and Resources

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## GOVERNMENT NOTICES (Continued)

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**1 Name of Regulations**

These Regulations are the *Trans-Tasman Mutual Recognition Act 1997 Amendment Regulations 2000* (No. ).

**2 Commencement**

These Regulations commence on gazettal.

**3 Amendment of *Trans-Tasman Mutual Recognition Act 1997***

Schedule 1 amends the *Trans-Tasman Mutual Recognition Act 1997*.

**Schedule 1 Amendment**  
(regulation 3)

**[1] Schedule 2, clause 8**

*omit*

*Summary Offences Act 1953*, section 15 (to the extent that it deals with firearms)

*insert*

*Summary Offences Act 1953*, sections 15 and 15A

## GOVERNMENT NOTICES (Continued)

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### Notes

1. These Regulations amend Statutory Rules <sup>^year^</sup> No. , as amended by <sup>^year^</sup> No. .
  
2. Notified in the *Commonwealth of Australia Gazette* on 2000.

## GOVERNMENT NOTICES (Continued)

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4	<i>Trans-Tasman Mutual Recognition Act 1997 Amendment Regulations 2000 (No. )</i>	2000,
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