



Australian Capital Territory

Gazette

No. 35, Thursday 30 August, 2001

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

GENERAL INFORMATION

ACT GOVERNMENT GAZETTE

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

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

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Notices for Publications

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

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

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

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

Private Notices

The fee for a private notice is as follows:

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

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

Purchasing and Subscriptions

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

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EMPLOYMENT

ACT Public Service

General Information

Eligibility to apply for advertised vacancies

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

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

Groups with eligibility rights are:

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

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

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

The consideration of the excess officer(s) should be a genuine assessment of whether the officer is suitable for the vacancy, including

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

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

Vacancies

THE CANBERRA HOSPITAL

VALUES

The Canberra Hospital values the following in its staff, its business and its relationships:

Caring – for our patients, for each other and for the community.

Achieving – recognition for our successes and value for the community's investment, government budget and other objectives.

Learning – from others and sharing our knowledge with others, to be part of a relevantly skilled and committed team, to be flexible and adaptable.

Leading – by example, by motivating others, by communicating with others.

Linking – internally and externally to form partnerships and integration to maximise patient care.

SALARY PACKAGING

For employees at The Canberra Hospital, salary packaging with fringe benefits tax-free threshold up to \$8,755 is available. Employees can also package beyond the FBT-free threshold up to 30% of gross salary on non-FBT items.

The Canberra Hospital encourages people from culturally and linguistically diverse backgrounds to apply.

The Canberra Hospital Medical Imaging Radiology

Professional Officer Class 1 \$30,669 - \$43,027, Canberra (PN. Several positions)
Closing date: 13 September 2001

Applications are invited from PDY

Radiographers for several PO1 positions which have become vacant in the Medical Imaging Department at The Canberra Hospital.

After a period of consolidation of general radiographic competencies, the successful applicants will have the opportunity to develop skills in more complex imaging procedures.

Eligibility/other requirements: Successful applicants must be eligible for accreditation with the Australian Institute of Radiography and be prepared, after suitable training to participate in a 7 day 24 hour rotating roster.

Note: There are three full-time positions available. The successful applicant may be selected on the basis of written applications and referee only.

Contact Officer: Miro Skrypak (02) 6244 2159

Selection documentation may be obtained from Human Resource Management Group (02) 6244 4168

Apply: 16

CC: 2713

EMPLOYMENT (Continued)**Nursing
Surgical SMT
Outpatients**

Registered Nurse Level 2 \$43,711 - \$46,474,
Canberra (PN. 27015)

Closing date: 13 September 2001

Duties: Utilising Nursing knowledge and
experience to provide comprehensive patient
care on an ambulatory care basis for people
utilising the Outpatient Department.

Eligibility/other requirements: Registered as a
General Nurse with the ACT Nurses Registration
Board. Minimum of three years recent post
registration experience with a period of
demonstrated competency in a relevant field of
nursing.

Contact Officer: Jill Parke (02) 6244 2616

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

Apply: 16

CC: 1917

Pathology Services**Haematology**

Professional Officer Class 2/Technical Officer
Level 4 \$43,980 - \$49,151, Canberra
(PN. 21262)

Closing date: 13 September 2001

Duties: The Haematology and Transfusion
Laboratory is a sub section of our integrated
Core Laboratory, a section of ACT Pathology,
which is a business unit of The Canberra
Hospital. The Haematology and Transfusion
laboratory operate a 24 hour service, offering a
wide range of routine and specialised testing
procedures.

This is a supervisory and training position
requiring extensive experience in diagnostic
haematology, in particular morphology. The
successful applicant will be required to perform
haematological, coagulation and transfusion
diagnostic procedures and a commitment to out
of hours and weekend shifts is essential.

Eligibility/other requirements: An appropriate
degree in Applied Science or equivalent.

Note: Applicants will be shortlisted on the basis
of written application and referee reports, which
should address the selection criteria.

Applicants are asked to supply current
curriculum vitae. Shortlisted applicants will be
required to attend a further assessment.

Contact Officer: Phil Baron (02) 6244 2034

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

Apply: 16

CC: 3125

Mental Health Services

Registered Nurse Level 2 \$43,711 - \$46,474,
Canberra (PN. several)

Closing date: 13 September 2001

Duties: Want to combine your nursing career
with a stable future? Do you have the skills and
determination to best advantage your career as
a mental health nurse?

If you do we will match your commitment with a
job in the Nation's Capital that offers
outstanding opportunities with well resourced

staff training and clinical supervision, clinical
rotations and exceptional working conditions. A
well-utilised scholarship program is also
available.

Canberra is culturally diverse and has
excellent health facilities, schools,
universities, sporting, recreational and
community amenities. It has all the benefits of
a city while retaining its rural personality. It is
an ideal place to educate and bring up a family
with their long-term future in mind. Several
permanent vacancies now exist for Registered
Nurses Level 2 within the Hennessy
House/Secure Care Unit at the Bruce Campus
and the Psychiatric Unit at The Canberra
Hospital. Nursing staff in the ACT have access
to salary packaging benefits (not available in
NSW), scholarships and a generously funded
Superannuation Scheme. The transfer of leave
entitlements can also be negotiated.

Eligibility/other requirements: Registration as a
Mental Health Nurse in the ACT or registered as
a General Nurse with Psychiatry.

Contact Officer: Brian Jacobs (02) 6244 3853

Selection documentation may be obtained from
Pauline Green (02) 6244 4080

Apply: 16

CC: 2254

ACT COMMUNITY CARE**Disability Program****Regional Office Administrator****Administrative Service Officer Class 6**

Position number: 30070

Full time 36:45 hours per week.

\$44,590 - \$51,220 per annum

The Disability Program is looking for a suitably
qualified Regional Office Administrator. Duties
will include facilitating and coordinating
information, data management, preparation of
reports, correspondence and to oversee
general office administration. The position is
critical to the effective operation of the
Disability Program's Regional service delivery
team and provides essential support to the
Regional Manager and Multi-Disciplinary Team
Leader.

To obtain the selection documentation please
phone : (02) 6205 0971 (24 hour answering
service)

Contact Officer: Penny Hayman Phone:

(02) 6207 1355

Applications Close: 13 September 2001

Apply: 21

CC: 148-9009-16861

Integrated Health Care Program**Regional Team North**

Registered Nurse Level 2 \$43,841 - \$46,611,
Canberra (PN. 22768 and 22700)

Salary packaging with FBT exemption under
PBI conditions is available

Closing date: 14 September 2001

The Integrated Health Care Program is seeking
applications from suitably qualified Registered
Nurses for its Northside Evening Service. The
positions require a range of acute and post
acute nursing skills and well developed
communication skills for the delivery of home
and clinic based services.

EMPLOYMENT (Continued)

Eligibility/other requirements: Current ACT Nurses Registration with a minimum of three years recent post registration experience. Current Drivers Licence essential.
 Note: Two permanent part-time positions, 21 hours per week, evening shift – rotating roster 5x2 (weekends included).
 Contact Officer: Margaret Deguara
 (02) 6205 1195
 Selection Documentation: Dora Koripas
 (02) 6205 1357
 Apply: 21
 CC: 148-9009-17798

**Dental Health Program
Regional Manager**

Senior Professional Officer Grade C/Senior Officer Grade C \$56,456 - \$60,872, Canberra (PN. Two positions)

Closing date: 13 September 2001

The Dental Health Program is seeking applications from people with appropriate experience and qualifications for two new positions of Regional Manager. A Regional manager is required to lead and manage a multidisciplinary team delivering community dental services. Applicants should have demonstrated experience in health services management including human and financial resources plus a sound understanding of the requirements of delivering a high quality, customer focused health service.

Eligibility/other requirements: Mandatory qualifications apply for SPOG C applicants.
 Note: These positions are to be filled at either SPOG C or SOG C level.

Contact officer: Brian Dorning (02) 6205 0989

Selection documentation: Jantsen Lam
 (02) 6205 1088

Apply: 21

CC: 148-9009-16860

**Alcohol and Drug Program
Clinical Case Management and Counselling
North Region**

Senior Professional Officer Grade C
 \$55,850 - \$60,219, Canberra (PN. 28410 temporary vacancy)

Salary packaging with FBT exemption under PBI conditions may be available

Closing date: 13 September 2001

Duties: The successful applicant will oversee the clinical requirements of client services including counselling and case management and other services provided by the Alcohol & Drug Program. The applicant will also be required to implement and review procedures in relation to the clinical components of case management/counselling services, provide clinical supervision, facilitate clinical review meetings, provide clinical advice to management, develop clinical supervision learning contracts, participate in health promotion activities and provide services to clients of a clinical nature and participate in the development of policy for the Alcohol and Drug Program.

Qualifications: Mandatory qualifications as a Psychologist, Social Worker or a relevant degree in behavioural science.

Note: Temporary vacancy, full-time for 6 months.

Contact Officer: Sally Pink (02) 6205 2121

Selection Criteria: Katrina Gerholt
 (02) 6205 2121

Apply: 21

CC: 148-9009-16852

CHIEF MINISTER'S DEPARTMENT**Policy Group**

Senior Officer Grade B (PN: 55724)

Salary Range: \$67,576 - \$76,073p.a

Applications close on: 13 September 2001

Duties: Manage the provision of effective public relations services to the Chief Minister's Department. Develop and manage the department's ongoing program of public relations initiatives, including media releases, public events, advertising and strategic communications projects.

Note: The terms and conditions of this position may be regulated by an Australian Workplace Agreement.

Qualifications: Tertiary qualifications in communication and media/public relations desirable.

Contact Officer: Ian Hubbard (02) 6205 0688

Selection Documentation: Reilley Hardy

(02) 62050740 and is also available from www.act.gov.au/recruitment/cmdindex.asp

Please note that applications will not be acknowledged.

Apply: 06 or via email:

recruitment.officer@act.gov.au

Senior Officer Grade C (PN: 43465)

Salary Range: \$57,191 - \$61,666p.a

Applications close on: 13 September 2001

Duties: Provide complex policy advice to the Chief Minister on Cabinet proposals.

Undertake high level research and analysis including scrutiny of Cabinet papers. Under limited direction, organise the work of the Policy Group in relation to Cabinet policy progress.

Contact Officer: Maree Mannion (02) 6205 0207

Selection Documentation: Reilley Hardy

(02) 6205 0740 and is also available from www.act.gov.au/recruitment/cmdindex.asp

Please note that applications will not be acknowledged.

Apply: 06 or via email:

recruitment.officer@act.gov.au

Senior Officer Grade C, (several positions)

Salary Range: \$57,191 - \$61,666p.a

Applications close on: 13 September 2001

Duties: Provide complex policy advice to senior management and to the Chief Minister. Undertake high level research and analysis. Prepare complex reports, briefing and correspondence and strategic policy issues across the whole of government.

Contact Officer: Edwina Cock (02) 6207 0296

Selection Documentation: Reilley Hardy

(02) 6205 0740 and is also available from www.act.gov.au/recruitment/cmdindex.asp

Please note that applications will not be acknowledged.

Apply: 06 or via email:

recruitment.officer@act.gov.au

CC: 148-9031-17884

EMPLOYMENT (Continued)**Administrative Service Officer Class 6
(PN: 55216)****Salary Range:** \$45,171 - \$51,888p.a**Applications close on: 13 September 2001****Duties:** Under direction: Undertake research and analytical work. Assist in the preparation of statistical reports. Prepare reports, briefings and correspondence on strategic policy issues across the whole of Government.

Contact Officer: Edwina Cock (02) 6207 0296

Selection Documentation: John Koutsellis (02) 6205 0310 and is also available from

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

Please note that applications will not be acknowledged.

Apply: 06 or via email:recruitment.officer@act.gov.au**CC: 148-9031-17884****Administrative Service Officer Class 5
(PN: 55325)****(expected vacancy)****Salary Range:** \$41,825 - \$44,349p.a**Applications close on: 13 September 2001****Duties:** Undertake research and analytical work. Assist in the preparation of statistical reports. Prepare reports, briefings and correspondence on strategic policy issues across the Whole of Government.

Contact Officer: Edwina Cock (02) 6207 0296

Selection Documentation: John Koutsellis (02) 6205 0310 and is also available from

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

Please note that applications will not be acknowledged.

Apply: 06 or via email:recruitment.officer@act.gov.au**CC: 148-9031-17884****Administrative Service Officer Class 4 (PN:
55664)****Salary Range:** \$37,499 - \$40,714p.a**Applications close on: 13 September 2001****Duties:** Provide secretarial and administrative support to the Senior Director and Director, Policy Group. Prepare less complex correspondence and monitor Cabinet submissions, ministerial and general correspondence. Register all incoming correspondence, prioritise and distribute where necessary.

Contact Officer: Edwina Cock (02) 6207 0296

Selection Documentation: John Koutsellis (02) 6205 0310 and is also available from

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

Please note that applications will not be acknowledged.

Apply: 06 or via email:recruitment.officer@act.gov.au**CC: 148-9031-17884****Administrative Service Officer Class 6 (PN:
55448)****Salary Range:** \$45,171-\$51,888p.a**Applications close on: 13 September 2001****Duties:** Under direction: Provide advice and assistance to staff on departmental media matters, including the preparation and review of media releases and speeches. Liaise with media representatives on behalf of the department and arrange publicity of the department's activities.

Contact Officer Marika Harvey (02) 6207 6457

Selection Documentation: John Koutsellis (02) 6205 0310 and is also available from www.act.gov.au/recruitment/cmdindex.asp Please note that applications will not be acknowledged.**Apply:** 06 or via email:recruitment.officer@act.gov.au**CC: 148-9031-17884**

Corporate Services

**Administrative Service Officer Class 3 (PN:
12053)****Salary Range:** \$33,644 - \$36,310pa**Applications close on: 13 September 2001****Expected Vacancy****Duties:** Assist in the management of a range of corporate services across two departments, including:

- Accommodation maintenance, relocations and refurbishments
- reception and mail services; security; and
- voice and data communication acquisition and network.

Contact Officer: Mark Puckett (02) 6205 0650

Selection Documentation: Carmen Cassar (02) 6205 0610 and is also available from

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

Please note that applications will not be acknowledged.

Apply: 06 or via email:recruitment.officer@act.gov.au**CC: 148-9031-17429****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/departm>[ent.htm](http://www.decs.act.gov.au/department/departm) or may be requested using email tomailto:wfpm.webmaster@decs.act.gov.aujobs@act.gov.au. Applications may also be

sent via email to:

decs.employment@act.gov.au

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

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

**Sport and Corporate Resources Division
Information Management Branch****Information Technology Support Section**

Senior Officer Grade C \$57,192 – \$61,666, Canberra (PN. 3117)

Closing date: 13 September 2001

Duties: Manage the provision of support services for the use of information and communication technologies to a range of clients including schools. Develop policy that relates to the provision and use of information and communication technologies across the department.

Note: The successful applicant will be offered an attractive performance based remuneration

EMPLOYMENT (Continued)

Contact Officer: Peter Gwilt (02) 6205 5510
 Selection documentation may be obtained from
 Robert Schaidreiter (02) 6205 5484
 Apply: 12 or via email:
decs.employment@act.gov.au
 CC: 148-9013-16917

Monash Primary School

Teacher Level 2 \$58,500, Canberra (PN. 2274)
 Closing date: 13 September 2001
 Duties: Ability to undertake an appropriate
 teaching load from K-6 and provide an exemplar
 for other staff. Supervise the operation of Years
 3-6. Provide leadership in Student Management
 and Sport and demonstrate creativity and flair in
 curriculum development, resource management
 and administration.

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

Contact Officer: Owen Savage on
 (02) 6205 7555

Selection documentation may be obtained from
 the Contact Officer (02) 6205 7555

Apply: 12 or via email:

decs.employment@act.gov.au

CC: 148-9013-16917

Canberra College

Teacher Level 2 \$58,500, Canberra (PN. 2731)
 Closing date: 13 September 2001

Duties: To work with the Principal to provide
 professional leadership and management of
 college resources, particularly staff, and the
 technology faculty.

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

Note: This position was advertised in the
 Gazette of 2 August 2001 and is being re-
 advertised for equity and diversity reasons.
 Previous applicants will still be considered.

Contact Officer: Barry Woolcott (02) 6205 5777

Selection documentation may be obtained from
 The Contact Officer (02) 6205 5777

Apply: 12 or via email:

decs.employment@act.gov.au

CC: 148-9013-16917

Hawker College

Administrative Service Officer Class 6
 \$45,171 - \$51,888, Canberra (PN. 31794)

Closing date: 13 September 2001

Duties: Under limited direction, provide high
 level support to the Principal in developing
 policies and procedures relating to the
 administration and School Based Management
 of Hawker College.

Contact Officer: Terry O'Keefe (02) 6205 7781

Selection documentation may be obtained from
 Jean McIlhatton (02) 6205 7750

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

Teachers applying for short term office
 vacancies should provide a statement from
 their Principal agreeing to their release for the
 specified period.

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

Please note that you need to submit a separate
 application for each position you are applying
 for.

CANBERRA INSTITUTE OF TECHNOLOGY

**Division of Learning Services
 Education Development Centre
 Curriculum and Accreditation Services
 Administrative Service Officer Class 4
 \$37,684 - \$40,915, Canberra (PN. 54735)**

Closing date: 13 September

Duties: Under general direction, provide
 comprehensive administrative support
 services including: establish, interrogate and
 maintain data integrity of records and
 information management systems; liaise with
 both internal and external clients on curriculum
 related matters (especially those involving
 Banner) including curriculum related enquiries
 e.g. curriculum document information, Banner,
 Austudy and curriculum development
 approvals and procedures; monitor the quality
 control process for the production and approval
 of curriculum documents.

Note: This position is available for temporary
 transfer or temporary employment from 1
 October 2001 to 11 January 2002.

Contact Officer Ann Goleby (02) 6207 4842

Selection documentation may be obtained from
 Priscilla Comacchio (02) 6207 4801

Apply: 11

CC: 148-9024-18549

**Canberra Institute of Technology
 Division of Learning Services
 Library and Learning Centre
 Professional Officer Class 2, \$45,393 - \$50,731
 (Reid Library & Learning Centre Campus
 Librarian), Canberra (PN. 54588)
 Temporary Vacancy**

Closing date: 13 September 2001

Duties: Under the general direction of the
 Senior Librarian Learning Development
 Services perform the following duties: manage
 the comprehensive reference, information,
 loans service and collection; develop and
 supervise appropriate information literacy
 programs for library clients; supervise staff
 engaged in the provision of information
 services; maintain and develop the campus
 collection; promote the use of information
 resources and services; and contribute to the
 formation of information management policies
 and procedures.

MANDATORY: Appropriate Degree or Diploma,
 together with training in information studies
 which qualifies for admission to Associate
 Membership of the Australian Library &
 Information Association (ALIA) or a recognised
 course of study.

OTHER: Ability to work one shift per week.

EMPLOYMENT (Continued)

Note: This position is a temporary vacancy from ASAP to the 31/01/2002.

Contact Officer: Ms Lynn Fletcher
(02) 6207 3375

Selection documentation may be obtained from Ms Lisa Black (02) 6207 3473

Apply: 11

CC: 148-9024-18550

Division of Corporate Services

Human Resources Unit

Workplace Practices

Administrative Service Officer Class 5,
\$42,031 - \$44,568, Canberra (PN. 54337)

Closing date: 13 September 2001

Duties: Work with Institute managers, staff and Unions on organisational change proposals and implement career transition programs. Assist with the development, implementation and review of Employee Relations proposals and strategies to provide for flexible, innovative and efficient employment arrangements. Liaise with all relevant groups including managers, staff and unions on career transition and Employee Relations issues.

Contact Officer: Gerard Johnson (02) 6207 3587
Selection documentation may be obtained from Roz Tuff (02) 6207 3573

Apply: 11

CC: 148-9024-17904

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

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

ACT Corrective Services

Special Projects (Prison)

Personal Assistant

Administrative Service Officer Class 4

\$37,499 – \$40,714, Canberra (PN. 11269)

Closing date: 13 September 2001

Duties: Provide high level executive support and assistance to the Project Director including; stenographic and word processing services, maintaining diary, recording minutes, preparing correspondence and arranging meetings and travel. Provide research assistance and assist in organising and conducting community consultation for the Prison Project. Prepare documentation, maintain files and other duties as directed.

Eligibility/other requirements: Shorthand highly desirable

Note: Position was advertised in a Whole of Government Message on 14 August 2001.

Applicants who submitted a full application need not reapply.

Contact Officer: Michael Ockwell
(02) 6207 0375

Selection documentation may be obtained from Jeanette Barnes (02) 6207 0853

Apply: 28

CC: 148-9012-16898

ACT Government Solicitor's Office

Government Law, Civil Litigation

LEGAL 2 \$77,214 – \$80,387, CANBERRA (PN. 48989, 48990)

Closing date: 13 September 2001

Duties: The successful applicant will be required to provide advice on complex matters for, and conduct complex litigation on behalf of, clients of the ACT Government Solicitor.

Eligibility/other requirements: Admitted, or eligible for admission, as a legal practitioner of the ACT Supreme Court

Contact Officer: Sky Sim – Government Law
(02) 6207 0634 John Henry – Civil Litigation
(02) 6207 0657

Selection documentation may be obtained from Colleen Peters (02) 6207 0655

Apply: 28

CC: 148-9012-16909

EMERGENCY SERVICES BUREAU

Department of Justice and Community Safety

Emergency Service Bureau

Mechanical Work Shop

Motor Mechanic

GSO Level 7 (\$33,173- \$35,106) + allowances

Canberra (PN. 3508)

Closing date: 14th September 2001

Duties: Undertake daily maintenance and repair activities to the full range of diesel and petrol vehicles and equipment used by the Emergency Services Bureau. Diagnose and repair problems in complex electrical, pneumatic and hydraulic systems, electronic engine, transmission and ABS management systems and prepare minor reports. Promote a high standard of repair services ensuring that safe working conditions are adhered to and work quality standards are maintained. Work in designated locations in conjunction with an 'on call' roster for after hours work.

Eligibility: Appropriate and relevant trade qualifications, HR drivers licence or equivalent and availability to participate in an after hours 'on call' roster. It is desirable to have post trade qualifications in hydraulics, pneumatics and auto electrical and a minimum 3 years experience as a tradesperson.

Note: Applications not addressing the selection criteria may not be considered. 2 written referees reports should be submitted. Please ask referees to use the rating scale provided to ensure consistency.

Contact Officer: Peter van der Sanden
(02) 6207 8365

Selection documentation: David McElligott
(02) 6207 5906

Apply: 13

CC: 148-9007-16846

DEPARTMENT OF URBAN SERVICES

Policy Coordination Group

Road Transport Branch

Traffic Camera Office

Senior Officer Grade C

\$57,191 - \$61,666; PN 14521

Canberra

Closing Date: 13-Sep-01

The ACT Traffic Camera Office is responsible for the operation and administration of mobile speed cameras and fixed red-light and speed

EMPLOYMENT (Continued)

cameras in Canberra.

The Manager will be responsible for administrative and operational oversight of the Traffic Camera Office; liaise with relevant government agencies and the public; exercise relevant delegations; and manage the office's budget and work practices.

We are seeking a flexible and reliable person, with proven management experience in an operational area, and demonstrated ability to develop and implement operational policy.

Qualifications/other requirements: Experience with the application of IT in an operational environment would be desirable.

Contact Officer: Robin Anderson (02) 620 76931 or robin.anderson@act.gov.au

Selection documentation: Jon Brosolo (02) 620 77162 jon.brosolo@act.gov.au

Or from the recruitment home page:

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

Apply Code: 34

CC: 148-9023 16929

DIRECTOR OF PUBLIC PROSECUTIONS

Applications are invited from suitably experienced staff to join the ACT Office of the Director of Public Prosecutions as a Prosecutor. These positions will be contract appointments and will be subject to the terms of clause 26(5) of the Office of the Director of Public Prosecutions (ACT) certified agreement 2000-2002.

Temporary Vacancies

ACT Director of Public Prosecutions

Prosecutor Grade 1 (lower)

Trainee Prosecutor, \$36,974 - \$42,099

Canberra (PN 533)

Period of Vacancy: approximately 13 months

Closing date: 14 September 2001

Duties: Assist in the preparation of cases for trial;

- . take part in the proofing of witnesses;
- . conduct legal research in respect of matters that may arise at trial;

- . liaise with the AFP on matters involving

Supreme Court trials and sentences;

- . instruct Counsel in trial and sentence proceedings conducted in the Supreme Court and appeals to the Federal Court;

- . assist in the administration of the Supreme Court Unit.

Eligibility/other requirements: Admitted to practice as a Barrister & solicitor in the ACT

Contact Officer: Adrian Robertson

(02) 6247 3800

Selection documentation may be obtained from Neil Goldfinch (02) 6247 3800

Apply: 05

CC: 148-9012-16905

ACT Director of Public Prosecutions

Part time Prosecutor

Prosecutor Grade 1 (Upper),

\$45,172 - \$58,478

Instructing solicitor-trials and appeals

Canberra (PN 4216)

Period of Vacancy: approximately 13 months @ 5 days per fortnight

Closing date: 14 September 2001

Duties: Instruct counsel in Supreme Court trials and Federal Court appeals.

Draft summaries of trials and summaries of arguments for federal court appeals.

Draft case statements for Supreme Court trials.

Conduct legal research as required.

Eligibility/other requirements: Admitted to practice as a Barrister & solicitor in the ACT

Note: Applicants for this position would be expected to have experience as an instructing solicitor in litigation, involving trials on indictment and/or appeals to Superior Courts.

Contact Officer: Adrian Robertson

(02) 6247 3800

Selection documentation may be obtained from Neil Goldfinch (02) 6247 3800

Apply: 05

CC: 148-9012-16905

Prosecutor Grade 1 (lower), \$36,974 - \$42,099

CANBERRA (EXPECTED VACANCY)

Closing date: 14 September 2001

Duties:

- Act as instructing solicitor in trials.
- Appear for the informant in proceedings in A & B lists in the Magistrates Court.
- Conduct simple hearings in E list (traffic), D lists (adult hearings) and B lists (Children's Court).
- Appear in routine Coronial Inquests.
- Prepare advice's of a more routine nature.

Eligibility/other requirements: Admitted to practice as a Barrister & solicitor in the ACT

Contact Officer: Adrian Robertson

(02) 6247 3800

Selection documentation may be obtained from Neil Goldfinch (02) 6247 3800

Apply: 05

CC: 148-9012-16905

DEPARTMENT OF TREASURY

Financial and Budgetary Management

Financial Analysis

Senior Professional Officer Grade A

(several positions)

Salary Range: \$78,481 - \$87,418p.a

Applications close on: 13 September 2001

Duties: As a senior professional practitioner with a high degree of independence, duties of these positions may include:

Provision of high level advice on the budgetary and financial performance of ACT Government agencies, to the Treasurer, agencies and senior officers. Assist, monitor and provide advice to agencies on the development and preparation of financial estimates and service provision arrangements.

Qualifications: Tertiary qualifications in economics, accounting, or similar field highly desirable.

Note: The terms and conditions of these positions may be regulated by an Australian Workplace Agreement.

Contact Officer: Megan Smithies (02) 6207 0225

EMPLOYMENT (Continued)

Selection Documentation Emma Holley (02) 6207 0310 and is also available from <http://www.act.gov.au/recruitment/tiindex.asp> Please note that applications will not be acknowledged.

Apply: 35 or via email: recruitment.officer@act.gov.au
CC: 148-9042-17765

**Economic Management Branch
Economic Analysis****Administrative Service Officer Class 5, (PN: 55347)**

Salary Range: \$41,825 - \$44,349p.a

Applications close on: 13 September 2001

Duties: Provide advice on the ACT Economy, demography and labour. Assist in the preparation of economic and demographic forecasts including management of models of the ACT economy. Undertake research into economic and financial issues.

Qualifications: Relevant qualifications and/or experience.

Contact Officer: Les Andrews (02) 6207 0265
 Selection Documentation Linda Syrek (02) 6207 6485 and is also available from <http://www.act.gov.au/recruitment/tiindex.asp> Please note that applications will not be acknowledged.

Apply: 35 or via email: recruitment.officer@act.gov.au
CC: 148-9031-17253

Administrative Service Officer Class 4, (PN: 55509)

Salary Range: \$37,499 - \$40,714p.a

Applications close on: 13 September 2001

Duties: Provide advice on the ACT Economy, demography and labour. Assist in the preparation of economic and demographic forecasts including management of models of the ACT economy.

Qualifications: Relevant qualifications and/or experience.

Contact Officer: Les Andrews (02) 6207 0265
 Selection Documentation Linda Syrek (02) 6207 6485 and is also available from <http://www.act.gov.au/recruitment/tiindex.asp> Please note that applications will not be acknowledged.

Apply: 35 or via email: recruitment.officer@act.gov.au
CC: 148-9031-17253

ACT GAMBLING AND RACING COMMISSION**Administrative Service Class 5, (PN: 55508)
Research and Education Officer**

Salary Range: \$41,825 - \$44,349p.a

Applications close on: 13 September 2001

Duties: Prepare reports, briefing papers and submissions relating to research into gambling and problem gambling. Assist in the planning of short and long-term research programs.

Prepare community education and awareness material relating to the social and economic impact of gambling and problem gambling.

Contact Officer/Selection Documentation: Phil Collins (02) 6207 0381
 Please note that applications will not be acknowledged.

Apply: 06 or via email: recruitment.officer@act.gov.au
CC: 148-9085-17763

Appointments**DEPARTMENT OF HEALTH, HOUSING AND
COMMUNITY CARE****Administrative Service Officer Class 6,
\$45,171 - \$51,888**

Diane Margaret Caroline Currie: 741-18642,
 Section 68, 13 August 2001
 CC: 148-9011-17913

ACT COMMUNITY CARE**Professional Officer Class 2 \$44,590 - \$49,833**

Elizabeth Cusack: 741-04566, Section 68(1), 14
 August 2001
 CC: 148-9009-16861

**Administrative Service Officer Class 6
\$44,111 - \$50,670**

Sef Fatiaki: 741-04830, Section 68(1), 15
 August 2001
 CC: 148-9009-18269

Professional Officer Class 2 \$44,590 - \$49,833

Debra Mathieson: 741-04531, Section 68(1), 17
 August 2001
 CC: 148-9009-16861

Registered Nurse Level 3 \$48,342 - \$51,459

Anna Tierney: 762-91772, Section 68(1), 17
 August 2001
 CC: 148-9009-16852

**DEPARTMENT OF EDUCATION AND
COMMUNITY SERVICES****Administrative Service Officer Class 2
\$29,539 - \$32,755**

Michelle Louise Briggs: 761-24640, Section
 68(1), 15 August 2001
 CC: 148-9013-16917

Professional Officer Class 1 \$37,499 - \$44,349

Catherine Ann Hurman: 766-17293, Section
 68(1), 15 August 2001
 CC: 148-9013-16917

**Administrative Service Officer Class 2
\$29,539 - \$32,755**

Debra Ann Rossi: 766-17525, Section 68(1), 20
 August 2001
 CC: 148-9013-16917

DEPARTMENT OF URBAN SERVICES**Planning and Land Management Group**

Senior Officer Grade B, \$67,576 - \$76,073
 David Haylock AGS Number 772 37751.

Section 68(1), 13-Aug-01
CC: 148-9020 17776

EMPLOYMENT (Continued)

Operations Group

Administrative Service Officer Class 4,
\$37,491 - \$40,705
Marie Oscares AGS Number 769 64826.
Section 68(1), 21-Aug-01
CC: 148-9029 16940

Technical Officer Level 3, \$38,943 - \$44,182
Peter Beutel AGS Number 769 65001.
Section 68(1), 21-Aug-01
CC: 148-9029 16940

Professional Officer Class 1, \$31,501 - \$44,191
Halina Kobiałka AGS Number 757 53613.
Section 68(1), 21-Aug-01
CC: 148-9037 17018

Administrative Service Officer Class 4,
\$37,4913 - \$40,705
Debra Venugopal AGS Number 769 64930.
Section 68(1), 21-Aug-01
CC: 148-9029 16940

City Management Group

Administrative Service Officer Class 4,
\$37,499 - \$40,715
Adrienne Tranter AGS Number 767 83494.
Section 68(1), 21-Aug-01
CC: 148-9019 17040

Policy Coordination Group

Senior Officer Grade B, \$66,577 - \$74,949
Gerhard Zatschler AGS Number 769 65028.
Section 68(1), 21-Aug-01
CC: 148-9018 16922

CANBERRA TOURISM AND EVENTS CORPORATION

Mary Schubert AGS NO 757-47651
Tourism and Events Officer Class 2,
\$29,831 - \$33,079
Executive Section, Canberra Tourism and Events Corporation
Section 68
17 August 2001
CC: 148-9005-16840

Transfer

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Hazel Barron: 029-25648
From: Senior Professional Officer Grade C
\$57,192 - \$61,666
Department of Education and Community Services
To: Senior Professional Officer Grade C
\$57,192 - \$61,666
Child Protection Services, Department of Education and Community Services, Canberra (PN. 3857) (No 19, 10 May 2001)
CC: 148-9013-16917

ACT INSURANCE AUTHORITY

J. M. Helmers AGS: 312-20065
From: Senior Officer Grade C
\$57,191 - \$61,666p.a
Department of Urban Services
To: Senior Officer Grade C
\$57,191 - \$61,666p.a
ACT Insurance Authority, Canberra (PN. 55791)
28 June 2001
CC: 148-9031-17630

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.

EMPLOYMENT (Continued)

YOU CAN NOT APPEAL WHEN:

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

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

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

ADVICE TO POTENTIAL APPELLANTS

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

GROUND OF APPEAL

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

EFFICIENCY

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

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

- (3) A reference in subsection (2) to the abilities, qualifications, experience, standard of work performance and personal qualities, potential for further career development in the Service, or ability to perform the duties of other offices in a Department is, in relation to an officer who is a returned soldier or who is or has been absent on specified defence service, a reference to the abilities, qualifications, experience, standard of work performance, personal qualities, 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/selection;
- 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.

EMPLOYMENT (Continued)

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 deadline 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.**

EMPLOYMENT (Continued)

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

PAC PROCEDURES

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

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

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

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

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

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

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

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

SUPERVISORS/REFEREES

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

EMPLOYMENT (Continued)

(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**Nursing
Surgical SMT****Theatre PACU/DSU/PAC****Kathryn Stuart: 360-72002**

From: Registered Nurse Level 2

\$43,711 - \$46,474

The Canberra Hospital

To: Registered Nurse Level 3 \$48,200 - \$51,307

Theatre PACU/DSU/PAC The Canberra Hospital,

Canberra (PN. 22164) (05/07/01)

CC: 1956

**Nursing
Surgical SMT****Anaesthetics****Karen Ramsden: 607-71077**

From: Registered Nurse Level 2

\$43,711 - \$46,474

The Canberra Hospital

To: Registered Nurse Level 3 \$48,200 - \$51,307

Anaesthetics The Canberra Hospital, Canberra

(PN. 22374) (05/07/01)

CC: 1956

**Nursing
Surgical SMT****Ward 6B****Kylie Downes: 747-06575**

From: Registered Nurse Level 2

\$43,711 - \$46,474

The Canberra Hospital

To: Registered Nurse Level 3 \$48,200 - \$51,307

Ward 6B The Canberra Hospital, Canberra (PN.

22380) (05/07/01)

CC: 1943

**Nursing
Surgical SMT****Ward 10A****Martin Goodisson: 747-06217**

From: Registered Nurse Level 2

\$43,711 - \$46,474

The Canberra Hospital

To: Registered Nurse Level 3 \$48,200 - \$51,307
Ward 10A The Canberra Hospital, Canberra
(PN. 22166) (05/07/01)

CC: 1948

Nursing**Medical SMT****Ward 8A****Craig Lawlor: 756-32715**

From: Registered Nurse Level 1

\$32,664 - \$42,332

The Canberra Hospital

To: Registered Nurse Level 2 \$43,711 - \$46,474

Ward 8A The Canberra Hospital, Canberra (PN.

22540) (24/05/01)

CC: 1748

Nursing**Medical SMT****Ward 8A****Timothy Keun: 752-25415**

From: Registered Nurse Level 1

\$32,664 - \$42,332

The Canberra Hospital

To: Registered Nurse Level 2

\$43,711 - \$46,474

Ward 8A The Canberra Hospital, Canberra

(PN. 22446) (24/05/01)

CC: 1748

Mental Health Services**Keith Bunda Hunter: 755-62104**

From: Professional Officer Class 1

\$30,669 - \$43,027

Crisis Assessment and Treatment Team

To: Professional Officer Class 2

\$43,980 - \$49,151

Crisis Assessment and Treatment Team,

Canberra, (PN 25239) (28.6.01)

CC: (2233)

ACT COMMUNITY CARE**Community Rehabilitation Program****Kellie Barker: 739-65292**

From: Professional Officer Class 1

\$30,761 - \$43,155

ACT Community Care

To: Professional Officer Class 2

\$44,111 - \$49,298

Community Rehabilitation Program, ACT

Community Care, Canberra (PN. 20134)

(7 December 2000)

CC: 148-9009-18269

Alcohol and Drug Program**Sally Pink: 756-32221**

From: Senior Professional Officer Grade C

\$55,850 - \$60,219

ACT Community Care

To: † Senior Professional Officer Grade A

\$74,685

Alcohol and Drug Program, ACT Community

Care, Canberra (PN. 24098) (12 July 2001)

CC: 148-9009-16852

CALVARY HEALTH CARE ACT**Nursing Services****Ward 5E****Maria Boland: 755-60395**

From: Registered Nurse Level 1

\$32,664 - \$42,332

The Canberra Hospital

EMPLOYMENT (Continued)

To: Registered Nurse Level 2 \$46,073 - \$48,985
 Ward 5E Calvary Health Care ACT, Canberra
 (PN. 8718) (28 12/7/01)
 CC: 148-9094-17781

CHIEF MINISTER'S DEPARTMENT

Policy Group

M. A Hansford. 760-74866, Graduate
 Administrative Assistant \$25,492 - \$32,755p.a
 Chief Minister's Department
 Administrative Service Officer Class 5, (PN:
 55505), \$41,825 - \$44,349p.a
 Chief Minister's Department
Duties: Under direction of the Manager.
 Undertake data input for the State of Territory
 Report. Assist in preparation statistical reports.
 Draft complex reports. Liaise with team
 leaders, agencies and external departments for
 input in preparing the report.
 Any other duties as directed by the Manager.
 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
 CC 148-9031-17346

R. H. Edgecombe AGS No: 242-17634

From: Senior Officer Grade C,
 \$57,191 - \$61,666p.a
 Chief Minister's Department
 To: Senior Officer Grade B,
 \$65,576 - \$76,073p.a (PN: 55789)
 ACT Information Services, Chief Minister's
 Department
 14 June 2001
 CC: 148-9031-19558

S. C. Sutton AGS No: 720-22070

From: Tourism and Events Officer Class 6,
 \$45,617-\$52,400p.a
 Canberra Tourism and Events Corporation
 To: Senior Officer Grade C, \$57,191-\$61,666p.a
 (PN: 55710)
 Business Management, Canberra Connect, ACT
 Information Services, Chief Minister's
 Department.
 14 June 2001
 CC: 148-9031-19558

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Sport and Corporate Resources Division

Information Management Branch

Online Services Section

Julie Goodall: 506-28621

From: Professional Officer Class 1
 \$37,499 - \$44,349
 Department of Education and Community
 Services
 To: Professional Officer Class 2
 \$45,171 - \$51,888
 Online Services Section Department of
 Education and Community Services, Canberra
 (PN. 160) (No.24, 14 June 2001)
 CC: 148-9013-16917

Children's, Youth and Family Services Division Family Services Branch

Child Protection Services Section

Lynette Joy Percival: 737-57303

From: Administrative Services Officer Class 2
 \$29,539 - \$32,755
 Department of Education and Community
 Services
 To: Administrative Services Officer Class 3
 \$33,644 - \$36,310
 Child Protection Services Section, Department
 of Education and Community Services,
 Canberra (PN. 13949) (No 16, 19 April 2001)
 CC: 148-9013-16917

Ginninderra District High School

Sharyn Elizabeth Hounsell: 024-86825

From: School Assistant 2 \$25,118 - \$27,845
 Department of Education and Community
 Services
 To: Administrative Service Officer Class 5
 \$41,825 - \$44,349
 Ginninderra District High School, Department of
 Education and Community Services, Canberra
 (PN.510) (No. 11, 15 March 2001)
 CC: 148-9013-16917

Children's, Youth and Family Services Division Youth and Community Services Section

Anna Hamers: 755-68223

From: Administrative Service Officer Class 5
 \$41,825 - \$44,349
 Department of Justice and Community Safety
 To: Administrative Service Officer Class 6
 \$45,171 - \$51,888
 Youth and Community Services Section,
 Department of Education and Community
 Services, Canberra (PN.2777)
 (No.25, 21 June 2001)
 CC: 148-9013-16917

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

In accordance with the Department of Justice
 and Community Safety Certified Agreement
 2000-2002, appeals against the Departments
 promotions must be lodged within 7 days of
 Gazettal, to the Appeals Officer, Human
 Services Unit, PO Box 921 Civic Square ACT
 2608 or to Level 3 GIO House City Walk.

ACT Corrective Services

Youth Justice Services

Frank Duggan: 755-67079

From: Senior Officer Grade B \$67,576 -
 \$76,073
 Department of Justice and Community Safety
 To: Senior Officer Grade A \$78,481
 Youth Justice Services, Canberra (PN. 44489)
 (No 14 5/4/01)
 CC: 148-9012-16898

ACT Government Solicitor's Office

Joanne Kopec: 747-87125

From: Administrative Service Officer Class 2
 \$29,539 - \$32,755
 Department of Justice and Community Safety

EMPLOYMENT (Continued)

To: Administrative Service Officer Class 3 \$33,644 – \$36,310
 ACT Government Solicitor's Office, Canberra
 (PN. 42632) (No 15 12/4/01)
 CC: 148-9012-16909

ACT Corrective Services**Mark Puckett: 543-13424**

From: Administrative Service Officer Class 5
 \$41,825 – \$44,349
 Chief Ministers Department
 To: Administrative Service Officer Class 6
 \$45,171 – \$51,888
 ACT Corrective Services, Canberra (PN. 43743)
 (No 22 31/5/01)
 CC: 148-9012-16898

DEPARTMENT OF URBAN SERVICES

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

Operations Group**City Operations Branch****Yarralumla Nursery****Michael Kidd AGS Number 711 25353**

From: Technical Officer Level 4,
 \$45,171 - \$50,482
 To: †Senior Officer Grade C, \$57,191 - \$61,666
 PN 13666; Gazette 05-Jul-01
 CC: 148-9015 17800

Operations Group**Information Planning and Services Branch****Information Management Section****Stephen Rayner AGS Number 745 02812**

From: Administrative Service Officer Class 4,
 \$37,499 - \$40,715
 To: Administrative Service Officer Class 5,
 \$41,825 - \$44,349
 PN 26948; Gazette 03-May-01

Note: In accordance with current EBA provisions, appeals must be received at the Personnel counter on Level 1 Annexe Macarthur House 12 Wattle Street Lyneham by close of business on the 7th day after notification in the Gazette.
 CC: 148-9032 16952

Environment ACT**Parks and Conservation Service****George Dumetz AGS Number 747 49647**

From: Administrative Service Officer Class 4,
 \$37,869 - \$41,117
 To: †Administrative Service Officer Class 6,
 \$45,617 - \$52,400
 PN 15693; Gazette 07-Jun-01
 CC: 148-9028 17218

Resource Management Unit**Kevin Green AGS Number 705 34454**

From: Technical Officer Level 4,
 \$45,171 - \$50,482
 To: Administrative Service Officer Class 6,
 \$45,617 - \$52,400
 PN 15679; Gazette 26-Jun-01
Note: In accordance with current EBA provisions, appeals must be received at the

Personnel counter on Level 1 Annexe Macarthur House 12 Wattle Street Lyneham by close of business on the 7th day after notification in the Gazette.
 CC: 148-9028 17030

Policy Coordination Group**Road Transport Section****Namasivayam (Kuga) Kugathas AGS Number 713 74739**

From: Professional Officer Class 2,
 \$45,171 - \$50,482
 Roads ACT
 To: †Senior Officer Grade C, \$57,191 - \$61,666
 PN 11083; Gazette 26-Jun-01
 CC: 148-9023 16929

City Management Group**Roads ACT Branch****Business Support Unit****Cheryl Southwell AGS Number 539 91717**

From: Administrative Service Officer Class 2,
 \$29,539 - \$32,755
 Roads ACT
 To: Administrative Service Officer Class 3,
 \$33,644 - \$36,310
 PN 27035; Gazette 12-Jul-01

Note: In accordance with current EBA provisions, appeals must be received at the Personnel counter on Level 1 Annexe Macarthur House 12 Wattle Street Lyneham by close of business on the 7th day after notification in the Gazette.
 CC: 148-9019 170409

CULTURAL FACILITIES CORPORATION**Finance Section****Carole Rendell: AGS Number 254-82800**

From: Administrative Service Officer Class 4
 \$37,858 - \$41,105
 Cultural Facilities Corporation
 To: Administrative Service Officer Class 5
 \$42,226 - \$44,774
 Finance Section, Cultural Facilities Corporation, Canberra (PN. 006) (PS 31, 2 August 2001)
 CC: 148-9008-16850

Finance Section**Lorraine Fogarty: AGS Number 254-83061**

From: Administrative Service Officer Class 4
 \$37,858 - \$41,105
 Cultural Facilities Corporation
 To: Administrative Service Officer Class 5
 \$42,226 - \$44,774
 Finance Section, Cultural Facilities Corporation, Canberra (PN. 007) (PS 31, 2 August 2001)
 CC: 148-9008-16850

Retirements and dismissals

DEPARTMENT OF URBAN SERVICES**Operations Group****John Henry Ross Wilton**

Administrative Service Officer Class 6
 Section 143 of the *Public Sector Management Act*
 13 July 2001
 CC: 148-9015 20686

EMPLOYMENT (Continued)

ACT Public Service Index of addresses

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

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
S60	20 August	Instrument No. 244 of 2001 ~ <i>Road Transport (Taxi Services) Regulations 2000</i>
S61	23 August	Instrument No. 245 of 2001 ~ <i>Taxation Administration Act 1999</i>
		Instrument No. 246 of 2001 ~ <i>Duties Act 1999</i>
		Instrument No. 247 of 2001 ~ <i>Duties Act 1999</i>
		Instrument No. 248 of 2001 ~ <i>Duties Act 1999</i>

GOVERNMENT NOTICES

NOTIFICATION OF THE MAKING OF A REGULATION

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

Act under which Regulation made	Description of Regulation	Number and year of Regulation
<i>Fisheries Act 2000</i>	Fisheries Regulations 2001.	No. 29 of 2001
<i>Domestic Animals Act 2000</i>	Domestic Animals Regulations Amendment 2001.	No. 30 of 2001

GOVERNMENT NOTICES (Continued)



AUSTRALIAN CAPITAL TERRITORY

LAND (PLANNING AND ENVIRONMENT) ACT 1991

NOTICE OF REVOCATION OF REFERRAL OF AN APPLICATION TO THE COMMISSIONER FOR LAND AND PLANNING

Under subsection 229A(6) of the *Land (Planning and Environment) Act 1991* I revoke the referral of Application Number 20011012 to the Commissioner for Land and Planning on the 15 of August 2001.

Dated this 15 day of August 2001

Brendan Smyth MLA
Minister for Urban Services

GOVERNMENT NOTICES (Continued)

AUSTRALIAN CAPITAL TERRITORY

REMAND CENTRES ACT 1976

DECLARATION OF TEMPORARY REMAND CENTRE

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

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

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

Date this Twenty First day of August 2001.

Michael Moore

Minister for Health, Housing and Community Services

GOVERNMENT NOTICES (Continued)



AUSTRALIAN CAPITAL TERRITORY

OCCUPATIONAL HEALTH AND SAFETY ACT 1989

DECLARATION

Under Section 39(2) of the ACT *Occupational Health and Safety Act 1989*, I declare that, an application by Bovis Lend Lease, Section 39 of the Act applies to the refurbishment of Benjamin Offices, (Purple and Magenta Buildings), Block 3, Section 43 BELCONNEN ACT.

Jocelyn Plovits
Commissioner

Date: 17 August 2001

GOVERNMENT NOTICES (Continued)



ACT Government

AUSTRALIAN CAPITAL TERRITORY

LAND (PLANNING AND ENVIRONMENT) ACT 1991

NOTICE

VARIATION TO THE TERRITORY PLAN IN RELATION TO DEFINED LAND

DIVISION OF NICHOLLS

(Variation No. 180)

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

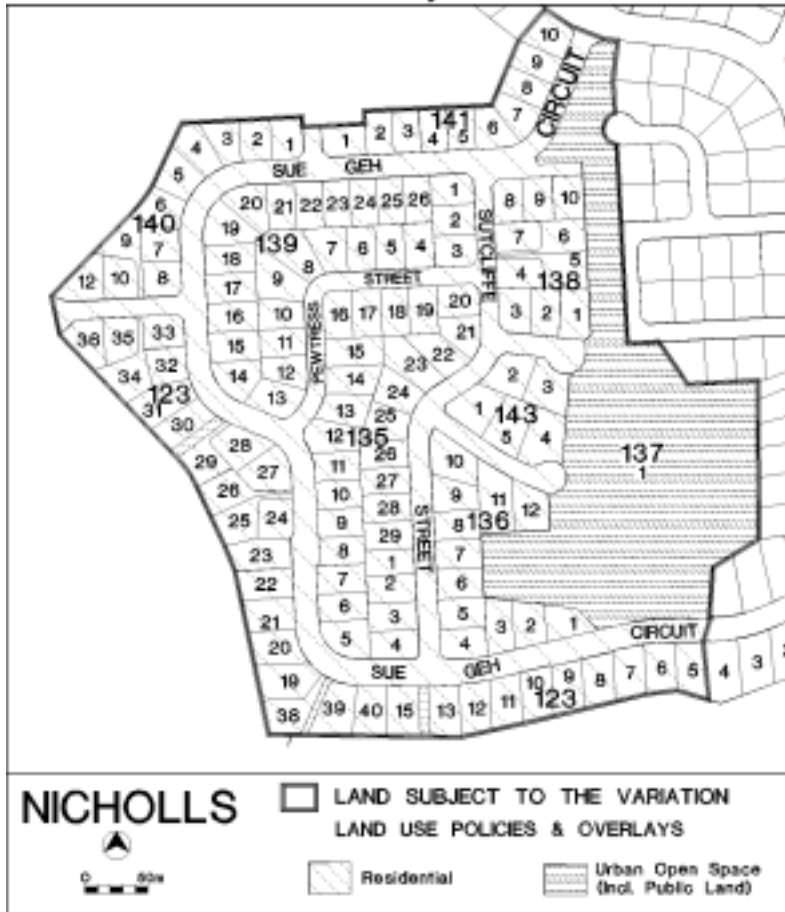
Lincoln James Hawkins

Australian Capital Territory Planning Authority

Dated the fifteenth day of August 2001

GOVERNMENT NOTICES (Continued)

This is Annexure to
Territory Plan Variation No. 180



GOVERNMENT NOTICES (Continued)

NOTICE UNDER NATIONAL ELECTRICITY CODE

Further Extension of the Chapter 9 Ancillary Services Arrangements

Notice is hereby given under 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 Provisions) of the National Electricity Code is amended.

These amendments to the National Electricity Code commence at the end of 31 August 2001.

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 8 August 2001 providing authorisation for these amendments,
- are set out below.

Both these amendments and a copy of the ACCC's letter of 8 August 2001 providing authorisation for these amendments are set out in full in the document entitled "Further Extension of the Chapter 9 Ancillary Services Arrangements" which can be viewed on the Internet website of NECA at 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 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 30 August 2001

GOVERNMENT NOTICES (Continued)



Brendan Smyth MLA

Member for Brindabella
Australian Capital Territory

Deputy Chief Minister
Minister for Urban Services
Minister for Business,
Tourism and the Arts
Minister for Police and
Emergency Services

Mr Stephen Kelly
Managing Director
National Electricity Code Administrator Ltd
Level 5, 41 Currie Street
ADELAIDE SA 5000
Fax (08) 8213 6300

Dear Mr Kelly

Changes to Chapter 9

In accordance with clause 9.1.1 of the Code, I notify NECA of the changes to Chapter 9 set out in the attached document.

I also attach a copy of the ACCC's approval of the change.

The changes take effect on 31 August 2001.

Would you please arrange publication in the relevant Government Gazettes, as required by clause 9.1.1 of the Code and section 6(2) of the National Electricity Law, before that date.

Yours sincerely

Brendan Smyth MLA

ACT Legislative Assembly,
London Circuit, Canberra ACT 2601
GPO Box 1020, Canberra ACT 2601
Ph (02) 6205 0000 Fax (02) 6205 0850
ACT Government Homepage: <http://www.act.gov.au>
Printed on recycled paper

Attachment

The Code changes to Chapter 9 referred to in the letter from the Honourable Brendan Smyth MLA are set out in full in the document entitled "Further Extension of the Chapter 9 Ancillary Services Arrangements" which can be viewed on the Internet website of NECA at www.neca.com.au under "The Code" section of that website.

GOVERNMENT NOTICES (Continued)



Australian Competition & Consumer Commission

PO Box 1199
Dickson ACT 2602
470 Northbourne Ave
Dickson ACT 2602
Australia
Ph (02) 6243 1111
Fax (02) 6243 1199

Our Ref: C2000-1748
Contact Officer: Kaye Johnston
Contact Phone: 02 6243 1258

8 August 2001

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

Dear Stephen

Application Nos: A90762 – A90764

On 7 August 2001 NECA, on behalf of the Ministers of the NEM jurisdictions, notified the Commission of amendments to the applications for authorisation (Nos A90762, A90763 and A90764) of amendments to the National Electricity Code. The proposed amendments allow for an extension of the Chapter 9 ancillary service arrangements, until the earlier of the commencement of the new ancillary service arrangements or 31 March 2002. As part of the application the Ministers requested the Commission grant interim authorisation to the amended applications.

Pursuant to subsection 91(2) of the Act, the Commission now revokes the interim authorisation dated 30 November 2000 and hereby grants interim authorisation for the applications A90762, A90763 and A90764.

These interim authorisations take effect from Wednesday 8 August 2001 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 or Kaye Johnston on (02) 6243 1258.

Yours sincerely

Michael Rawstron
General Manager
Regulatory Affairs – Electricity



GOVERNMENT NOTICES (Continued)

URBAN SERVICES

PLANNING AND LAND MANAGEMENT GROUP

CANBERRA SOUTHERN CROSS CLUB MIXED USE DEVELOPMENT PART BLOCK 3, SECTION 108 PHILLIP PRELIMINARY ASSESSMENT

Public comment is invited on the above Preliminary Assessment.

Copies of the Preliminary Assessment:

- may be inspected, or purchased at a cost of \$4.70 per copy, at the PALM Shopfront, Dame Pattie Menzies House, 16 Challis Street, Dickson, during normal office hours; and
- may be inspected at ACT Government Libraries at Belconnen, Civic, Dickson, Erindale, Griffith, Kippax, Tuggeranong, Woden and Gungahlin during normal opening hours or
- may be inspected on the PALM web page (www.palm.act.gov.au)

Written submissions should be forwarded by 14 September 2001 to:

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

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

GOVERNMENT NOTICES (Continued)

Environment ACT

Environment Protection Act 1997

Environmental Authorisations

Environmental authorisations to conduct activities have been granted under Section 49 of the Act to the organisations set out below:

Organisation	Brief Description of Activity	Location
Grasstech Contracting Canberra	Pest Control Activities	Abercorn Cres Isabella Plains

Notification of Outcomes of Review of Environmental Authorisation

Notice is hereby given that under Section 59 of the Act the Environment Management Authority has reviewed Environmental Authorisation No 324 issued to Canberra Tourism & Events Corporation to conduct the GMC 400 V8 Supercar Race including construction and demolition of structures associated with the motor racing activities.

Annual Review of Environmental Authorisations

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

Organisation	Brief Description of Activity	Location
The Canberra Hospital	Use of CFC's and HCFC's	Yamba Drive Garran

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

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

Dated the 21st day of August 2001
Environment Management Authority

PRIVATE NOTICES

IN THE SUPREME COURT OF THE AUSTRALIAN CAPITAL TERRITORY PROBATE JURISDICTION

In the Will of PAULINE MARIE NEWMAN HAWKE late of 77 Harrington Circuit, Kambah in the Australian Capital Territory, Deceased. Probate of the Will was granted by the Supreme Court of the Australian Capital Territory on 20 June 2001. Pursuant to the Administration and Probate Act 1929, the Family Provision Act 1969, the Trustee Act 1957 and the Wills Act 1968, MARY THERESE WHEATON, one of the executors named in the Will of PAULINE MARIE NEWMAN HAWKE who died on 7 day of April 2001, PERPETUAL TRUSTEE COMPANY (CANBERRA) LIMITED 008 393 806 the other executor named in the will having renounced probate, hereby gives notice that creditors and others wishing to make an application for rectification of the Will of the said Deceased or others having any claim against or to the Estate of the Deceased are required to send particulars of their claims or notice of their application of the Executor care of JILL MCSPEDDEN & ASSOCIATES, Solicitors Unit 2, 18 Bentham Street, Yarralumla ACT 2600 within two calendar months from publication of this notice. After that time the Executor may distribute the assets of the estate having regard only to the claims of which at the time of distribution she has notice.

