

6

SECTION 6

glossaries and index

Glossary of Terms

Glossary of Acronyms and Abbreviations

Index

GLOSSARY OF TERMS

Accrual accounting	System of accounting where items are brought to account and included in the financial statements as they are earned or incurred, rather than as they are received or paid.
Administered items	Expenses, revenues, assets or liabilities managed by agencies on behalf of the Commonwealth. Agencies do not control administered items. Administered expenses include grants, subsidies and benefits. In many cases, administered expenses fund the delivery of third party outputs.
Agency	Agencies are departments of state, departments of parliament and 'prescribed agencies' for the purposes of the <i>Financial Management and Accountability Act 1997</i> . Where the term is used generally in this document, it is meant to refer to departments, agencies, authorities and non-commercial companies.
Appropriation	An authorisation by Parliament to spend moneys from the Consolidated Revenue Fund for a particular purpose.
APS employee	A person engaged under section 22, or a person who is engaged as an APS employee under section 72, of the <i>Public Service Act 1999</i> .
Australian Workplace Agreement (AWA)	Individual written agreement between an employer and employee about terms and conditions of employment, made under the <i>Workplace Relations Act 1996</i> .
Certified Agreement	Collective agreement between an employer and a group of employees, or between an employer and a union or unions representing employees, made under the <i>Workplace Relations Act 1996</i> .
Competitive tendering and contracting (CTC)	The process of contracting out the delivery of government activities previously performed by a Commonwealth agency to another organisation. The activity is submitted to competitive tender, and the preferred provider of the activity is selected from the range of bidders by evaluating offers against predetermined selection criteria.
Consolidated Revenue Fund	Section 81 of the Constitution stipulates that all revenue raised or money received by the Commonwealth forms the one consolidated revenue fund (CRF). The CRF is not a bank account. The Official Public Account reflects most of the operations of the CRF.

Consultancy services	Consultancy services are one particular type of service delivered under a contract for services. They are distinguished from other contracts by the nature of the work performed. A consultant is an entity, whether an individual, a partnership or a corporation, engaged to provide professional independent and expert advice or services. Typically, the term consultancy services is used to describe the application of expert professional skills to: investigate or diagnose a defined issue or problem, carry out defined research, reviews or evaluations; or provide independent advice, information or creative solutions to assist the agency in management decision making.
Corporate governance	The process by which agencies are directed and controlled. It is generally understood to encompass authority, accountability, stewardship, leadership, direction and control.
Effectiveness	The extent to which actual outcomes are achieved, in terms of planned outcomes, via relevant outputs or administered expenses. An intervention's <i>effectiveness</i> should be distinguished from <i>efficiency</i> , which concerns the adequacy of its administration.
Inputs	Resources in the form of people, materials, energy, facilities and funds that an agency uses in activities to produce outputs.
Internal auditing	Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.
Non-ongoing APS employee	An APS employee who is not an ongoing APS employee.
Ongoing APS employee	A person engaged as an ongoing APS employee as mentioned in paragraph 22(2)(a) of the <i>Public Service Act 1999</i> .
Outcomes	The results, impacts or consequences of actions by the Commonwealth on the Australian community. Planned outcomes are the results or impacts that the Government wishes to achieve. Actual outcomes are the results or impacts actually achieved.
Outputs	The goods and services produced by agencies on behalf of government for external organisations or individuals. Outputs include goods and services produced for other areas of government external to the agency.

Performance information	Evidence about performance that is collected and used systematically. Evidence may relate to appropriateness, effectiveness and efficiency. It may be about outcomes, factors that affect outcomes and what can be done to improve them. Performance information may be quantitative (numerical) or qualitative (descriptive). Its usefulness is enhanced by applying standards and other types of comparison (eg, with past performance, other lines of business, or level of need before the intervention) which allow judgments to be made about the extent to which interventions are achieving desired results.
Performance pay	Also known as performance-linked bonuses and usually taking the form of a one-off payment in recognition of performance.
Purchaser-provider arrangements	Arrangements under which the outputs of one agency are purchased by another agency to contribute to outcomes.
Service charters	It is Government policy that departments which provide services directly to the public have service charters in place. A service charter is a public statement about the service that a department will provide and what customers can expect from the department.

GLOSSARY OF ACRONYMS AND ABBREVIATIONS

AAT	Administrative Appeals Tribunal
ABAC	APEC Business Advisory Council
ABC	Australian Broadcasting Corporation
ABCAP	ABC Asia Pacific (television service)
ACC	Australia–China Council
ACIAR	Australian Centre for International Agricultural Research
ADCNET	Australian Diplomatic Communications Network
ADF	Australian Defence Force
AFTA-CER	ASEAN Free Trade Area—Australia New Zealand Closer Economic Relations Trade Agreement
AIC	Australia–India Council
AICC	Australia International Cultural Council
All	Australia–Indonesia Institute
AJF	Australia–Japan Foundation
AKF	Australia–Korea Foundation
ANAO	Australian National Audit Office
APEC	Asia-Pacific Economic Cooperation (forum)
APIS	Australian Passport Information Service
APS	Australian Public Service
AQIS	Australian Quarantine and Inspection Service
ARF	ASEAN Regional Forum
ASEAN	Association of Southeast Asian Nations
ASNO	Australian Safeguards and Non-Proliferation Office
AusAID	Australian Agency for International Development
AUSFTA	Australia–United States Free Trade Agreement
AUSMIN	Australia–United States Ministerial Consultations
Austrade	Australian Trade Commission

AWA	Australian Workplace Agreement
BTT	Bougainville Transition Team
BWC	Biological Weapons Convention
CA	Certified Agreement
CAAR	Council for Australian–Arab Relations
CAD	Canada–Australia Dialogue
Cairns Group	A group of 17 agricultural exporting countries chaired by Australia.
CAP	Common Agricultural Policy (European Union)
CAS	Cultural Awards Scheme
CDS	Commonwealth Disability Strategy
CEP	Closer Economic Partnership (AFTA-CER)
CER–FTA	Closer Economic Relations Free Trade Area
CMAG	Commonwealth Ministerial Action Group
CMIS	Consular Management Information System
COALAR	Council on Australia Latin America Relations
CODEX	Codex Alimentarius Commission (food standards)
CPA	Coalition Provisional Authority
CTBT	Comprehensive Nuclear Test Ban Treaty
CWC	Chemical Weapons Convention
DAP	Direct Aid Program
DFAT	Department of Foreign Affairs and Trade
DIMIA	Department of Immigration and Multicultural and Indigenous Affairs
DPRK	Democratic People’s Republic of Korea (also known as North Korea)
ECOSOC	UN Economic and Social Council
EFIC	Export Finance and Insurance Corporation
EMS	Environmental Management System
ESD	Ecologically Sustainable Development
EU	European Union
FEALAC	Forum for East Asia–Latin America Cooperation

FMCT	Fissile Material Cut-off Treaty
FMIS	Financial Management Information System
FOI	Freedom of Information
FTA	Free Trade Agreement
GST	Goods and Services Tax
HRMIS	Human Resources Management Information System
HRTC	Human Rights Technical and Cooperation Program
IAEA	International Atomic Energy Agency
ICT	Information and Communications Technology
ICTCG	International Counter-Terrorism Coordination Group
IMF	International Monetary Fund
IMV	International Media Visits
IOR-ARC	Indian Ocean Rim Association for Regional Cooperation
IPMT	International Peace Monitoring Team (Solomon Islands)
ITCS	Indirect Tax Concession Scheme
IWC	International Whaling Commission
JCPAA	(Parliamentary) Joint Committee on Public Accounts and Audit
JSCFADT	(Parliamentary) Joint Standing Committee on Foreign Affairs, Defence and Trade
JSCOT	(Parliamentary) Joint Standing Committee on Treaties
KEDO	Korean Peninsula Energy Development Organization
LES	Locally Engaged Staff
LNG	Liquefied Natural Gas
MDG	Market Development Group
MOU	Memorandum of Understanding
MTCR	Missile Technology Control Regime
NAFTA	North American Free Trade Agreement
NAIDOC	National Aborigines and Islanders Day Observance Committee
NATO	North Atlantic Treaty Organisation

NCCPD	National Consultative Committee on Peace and Disarmament
NGO	Non-Government Organisation
NIA	National Interest Account
NPT	Nuclear Non-Proliferation Treaty
NSG	Nuclear Suppliers Group
NTC	National Trade Consultations
OECD	Organisation for Economic Co-operation and Development
OH&S	Occupational Health and Safety
OPCW	Organization for the Prohibition of Chemical Weapons
OPO	Overseas Property Office
OSCU	Open Source Collection Unit
Paris Club	A group of nations (including Australia) that meets on a case-by-case basis to reach a common approach on rescheduling or reducing the debt service on official loans from their countries.
PBS	Portfolio Budget Statements
PIF	Pacific Islands Forum
PMG	Peace Monitoring Group (Bougainville)
PNG	Papua New Guinea
PSI	Proliferation Security Initiative
ROK	Republic of Korea (also known as South Korea)
SAFTA	Singapore–Australia Free Trade Agreement
SAR	Special Administrative Region (eg Hong Kong SAR)
SARS	Severe Acute Respiratory Syndrome
SATIN	Secure Australian Telecommunications and Information Network
SES	Senior Executive Service
SLA	Service Level Agreement
STARS	Statistical Trade Analysis and Retrieval System
SVP	Special Visits Program
TPAC	Trade Policy Advisory Council
TRIPS	Agreement on Trade Related Aspects of Intellectual Property Rights

TTMRA	Trans Tasman Mutual Recognition Arrangement
UN	United Nations
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNMOVIC	UN Monitoring, Verification and Inspection Commission
UNSC	United Nations Security Council
US	United States of America
WDP	Workplace Diversity Program
WEF	World Economic Forum
WMD	Weapons of Mass Destruction
WTO	World Trade Organization