

GLOSSARY OF TERMS

GLOSSARY OF ACRONYMS AND ABBREVIATIONS

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SECTION 6

GLOSSARIES AND INDEX

## GLOSSARY OF TERMS

Accrual budget	A comprehensive budget incorporating assets, liabilities and revenues, as well as cash receipts and expenditures. Thus an accrual budget is an extension of the cash budget, focusing on all the resource implications of the strategic and operational plan.
Activity	What an agency does to convert inputs into outputs.
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.
Annual report	One of the major accountability documents presented to Parliament. It provides a broad statement of agency or authority capability and performance. It allows chief executives to account to their minister for the efficiency and effectiveness of the administration for which the minister is ultimately responsible.
Assets	Future economic benefits controlled by an entity as a result of past transactions or other past events.
Competitive tendering	The process by which agencies call for offers to perform a service from internal and external bodies, including the private sector and other departments and agencies, in an open and transparent competitive environment.
Departmental items	Resources directly controlled by agencies, including salaries and allowances. Such resources are used to produce outputs on behalf of government, including outsourced activities funded and controlled by the agency.
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 its <i>efficiency</i> , which concerns the adequacy of its administration.

Effectiveness indicators	Indicators to assess the degree of success in achieving outcomes. They are likely to relate to intermediate outcomes below the planned outcomes specified at budget level.
Expense	Total value of all of the resources consumed in producing goods and services.
Inputs	Resources in the form of people, materials, energy, facilities and funds that an agency uses in activities to produce outputs.
Intervention	<p>Agency and government actions designed to achieve outcomes. In the new framework, 'intervention' replaces the previously used term 'program'. An intervention consists of several elements:</p> <ul style="list-style-type: none"> <li>■ planned outcomes</li> <li>■ resources</li> <li>■ strategies, activities and processes</li> <li>■ management and accountability arrangements</li> <li>■ outputs, relevant administered items and third party outputs</li> <li>■ performance information.</li> </ul>
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	<p>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 also includes evidence about the extent to which outcomes can be attributed to an intervention.</p> <p>Performance information may be quantitative (numerical) or qualitative (descriptive). It should be verifiable. Its usefulness is enhanced by applying standards and other types of comparison (for example, 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.</p>

	Performance information collected for monitoring purposes often generates questions that are investigated in more depth in an evaluation.
Performance measures	A more precise measure than indicators. Performance measures relate to outcomes, outputs, third party outputs and administered items. They are used when there is a direct causal link between an intervention and a measurable change in performance.
Price	The amount the government or the community pays for the delivery of agreed outputs.
Quality	Relates to the characteristics by which customers or stakeholders judge an organisation, product or service. Assessment of quality involves use of information gathered from interested parties to identify differences between users' expectations and experiences.
Quantity	Size of an output. Count or volume measures. How many or how much.
Revenue	Total value of resources earned or received to cover the production of goods and services.
Special appropriations	Moneys appropriated by Parliament in an Act separate to an annual Appropriation Act, where the payment is for a specified amount. Special appropriations are not subject to Parliament's annual budget control, unlike the annual appropriations.
Sub-outputs	Sub-outputs identify components that together form an output.
Third party outputs	Goods or services delivered to the community by entities outside the Commonwealth General Government Sector. They are outputs wholly or partly funded by administered items and are directed to achieving planned outcomes.

## GLOSSARY OF ACRONYMS AND ABBREVIATIONS

ACC	Australia–China Council
ACIAR	Australian Centre for International Agricultural Research
ACTU	Australian Council of Trade Unions
ADCNET	Australian Diplomatic Communications Network
AFTA–CER	ASEAN Free Trade Agreement—Australia–New Zealand Closer Economic Relations
AIC	Australia–India Council
All	Australia–Indonesia Institute
AJF	Australia–Japan Foundation
AKF	Australia–Korea Foundation
AMWU	Australian Manufacturing Workers’ Union
ANAO	Australian National Audit Office
APEC	Asia-Pacific Economic Cooperation, including Australia, Brunei Darussalam, Canada, Chile, China, Chinese Taipei, Hong Kong SAR, Indonesia, Japan, (Republic of) Korea, Malaysia, Mexico, New Zealand, Papua New Guinea, Peru, the Philippines, Russia, Singapore, Thailand, the United States of America and Vietnam
APIS	Australian Passport Information (telephone) Service
APS	Australian Public Service
AQIS	Australian Quarantine and Inspection Service
ARF	ASEAN Regional Forum
ASEAN	Association of Southeast Asian Nations, including Brunei Darussalam, Burma, Cambodia, Indonesia, Laos, Malaysia, the Philippines, Singapore, Thailand and Vietnam
ASIS	Australian Secret Intelligence Service
ASNO	Australian Safeguards and Non-Proliferation Office
ATSIC	Aboriginal and Torres Strait Islander Commission
AusAID	Australian Agency for International Development
AUSMIN	Australia–United States Ministerial Consultations

Austrade	Australian Trade Commission
AWA	Australian Workplace Agreement
Cairns Group	A group of 15 agricultural exporting countries, including Argentina, Australia, Brazil, Canada, Chile, Colombia, Fiji, Indonesia, Malaysia, New Zealand, Paraguay, the Philippines, South Africa, Thailand and Uruguay
CAP	Common Agricultural Policy
CAS	Common Administrative Services
CER	Closer Economic Relationship
COC	24-hour Consular Operations Centre
COP-6	Sixth Conference of the Parties to the Kyoto Protocol
CPSU	Community and Public Sector Union
CTBT	Comprehensive Nuclear Test-Ban Treaty
DoFA	Department of Finance and Administration
DFAT	Department of Foreign Affairs and Trade
DIEM	World Trade Organization Disputes Investigation and Enforcement Mechanism
DIMA	Department of Immigration and Multicultural Affairs
DPRK	Democratic People's Republic of Korea (also known as North Korea)
EFIC	Export Finance and Insurance Corporation
ESS	Employee Self-Service System
EU	European Union, including Austria, Belgium, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal, Spain, Sweden and the United Kingdom
Euratom	European Atomic Energy Community
FAO	Food and Agriculture Organization
FATA	Foreign Affairs and Trade Association
FMA	Finance Management and Accountability Act 1997
FMIS	Financial Management Information System
FRY	Federal Republic of Yugoslavia
FTA	Free Trade Agreement
GATT	General Agreement on Tariffs and Trade

GST	Goods and Services Tax
HIPC	Heavily Indebted Poorest Countries
HRMIS	Human Resource Management Information System
INTERFET	International Force in East Timor
IAEA	International Atomic Energy Agency
IAP	Individual Action Plan
ICC	International Criminal Court
IOC	International Olympic Committee
IOR–ARC	Indian Ocean Rim Association for Regional Cooperation
IT	Information Technology
JCPAA	Joint Committee on Public Accounts and Audit
JSCFADT	Joint Standing Committee on Foreign Affairs, Defence and Trade
KEDO	Korean Peninsula Energy Development Organisation
LNG	Liquefied Natural Gas
MP	Member of Parliament
MEAA	Media, Entertainment and Arts Alliance
Mercosur	The Southern Cone Common Market (of South America), including Argentina, Brazil, Uruguay and Paraguay
NAFTA	North American Free Trade Agreement
NCCPD	National Consultative Committee on Peace and Disarmament
NGA	National Gallery of Australia
NGO	Non-Government Organisation
NPT	Nuclear Non-Proliferation Treaty
OECD	Organisation for Economic Cooperation and Development
OH&S	Occupational Health and Safety
Paris Club	A group of nations 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, including Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Ireland, Italy, Japan, the Netherlands, Norway, Spain, Sweden, Switzerland, the United Kingdom and the United States of America. There are a few additional ad hoc member countries

PCMS	Parliamentary Correspondence Management System
PM&C	Department of the Prime Minister and Cabinet
PNG	Papua New Guinea
PPQ	Possible Parliamentary Question
ROK	Republic of Korea (also known as South Korea)
SABAF	Singapore Australia Business Alliance Forum
SAR	Special Administrative Region
SATIN	Secure Australian Telecommunications and Information Network
SES	Senior Executive Service
SOCOG	Sydney Organising Committee for the Olympic Games
TOOS	Trade Outcomes and Objectives Statement
TRIPS	Trade Related Aspects of Intellectual Property Agreement
UAE	United Arab Emirates
UN	United Nations
UNAMET	United Nations Mission in East Timor
UNCTAD	United Nations Conference on Trade and Development
UNESCO	United Nations Education, Social and Cultural Organization
UNSC	United Nations Security Council
UNTAET	United Nations Transitional Administration in East Timor
US/USA	United States of America
WEF	World Economic Forum
WIPO	World Intellectual Property Organization
WMD	Weapons of Mass Destruction
WTO	World Trade Organization
Y2K	Year 2000

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