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Glossary of terms

additional estimates	Where amounts appropriated at budget time are insufficient, Parliament may approve additional funds to agencies through additional appropriation legislation.
administered items	Revenues, expenses, 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 Commonwealth entities as defined under Section 10 of the <i>Public Governance, Performance and Accountability Act 2013</i> .
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 74, of the <i>Public Service Act 1999</i> .
average staffing level	The average number of employees receiving salary over the financial year, with adjustments for part-time and casual employees to show the full-time equivalent.
core funding	Contributions to the regular budgets of organisations to support agreed activities in their strategic plans.
corporate governance	The process by which agencies are directed and controlled. It encompasses authority, accountability, stewardship, leadership, direction and control.
departmental items	Revenue, expenses, assets and liabilities that are controlled by the agency in providing its programs.
economic diplomacy	The use of Australia's international diplomatic assets to advance Australia's prosperity and global prosperity. It is guided by four key pillars: promoting trade, encouraging growth, attracting investment, and supporting Australian business.
grant	Commonwealth financial assistance as defined under the <i>Commonwealth Grants Rules and Guidelines</i> (paragraphs 2.3–2.5).
integration	Process involved in integrating the Australian Government's international development, climate change negotiations and international tourism functions and staff into the department.
key performance indicators (KPIs)	Annual program performance targets that are outlined in the Foreign Affairs and Trade Portfolio Budget Statements.
memorandum of understanding (MOU)	A document outlining the terms and details of a non-binding arrangement between parties including each party's requirements and responsibilities.
non-core funding	Funding for organisations for specific programs with a clearly identified purpose.
non-ongoing APS employee	A person engaged as an APS employee under subsection 22(2)(b) or 22(2)(c) of the <i>Public Service Act 1999</i> .
ongoing APS employee	A person engaged as an ongoing APS employee under subsection 22(2)(a) of the <i>Public Service Act 1999</i> .
performance pay	A payment in recognition of excellent performance.
Portfolio Budget Statements	Informs the public and Parliament of the proposed allocation of resources by program to achieve the agency's outcomes.
program	An activity or a group of activities that deliver benefits, services or transfer payments to individuals, industry/business or the community as a whole and are the primary vehicles for government agencies to achieve the intended results of their outcome statements.
purchaser–provider arrangements	Arrangements under which the services of one agency are purchased by another agency to contribute to outcomes.
service charter	A public statement about the service that a department will provide and what customers can expect from the department. It is government policy that departments that provide services directly to the public have service charters in place.

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Acronyms and abbreviations

AANZFTA	ASEAN–Australia–New Zealand Free Trade Agreement
ACFID	Australian Council for International Development
ADB	Asian Development Bank
ADF	Australian Defence Force
AFP	Australian Federal Police
AG	Australia Group – an informal forum of countries which, through the harmonisation of export controls, seeks to ensure that exports do not contribute to the development of chemical or biological weapons
AIDS	acquired immunodeficiency syndrome
AIIB	Asian Infrastructure Investment Bank
AIPRD	Australia–Indonesia Partnership for Reconstruction and Development
ANAO	Australian National Audit Office
ANCP	Australian NGO Cooperation Program
ANU	Australian National University
APEC	Asia–Pacific Economic Cooperation (forum)
APO	Australian Passport Office
APS	Australian Public Service
ARF	ASEAN Regional Forum
ASEAN	Association of Southeast Asian Nations
ASEM	Asia–Europe Meeting
ATF	Agreement on Trade Facilitation (WTO)
ATT	Arms Trade Treaty
AUKMIN	Australia–United Kingdom Ministerial Consultations
AusAID	Australian Agency for International Development
AUSFTA	Australia–United States Free Trade Agreement
AUSMAT	Australian Medical Assistance Team
AUSMIN	Australia–United States Ministerial Consultations
Austrade	Australian Trade Commission (portfolio agency)
AVID	Australian Volunteers for International Development
B20	The Business 20—forum through the private sector produces policy recommendations for the annual G20 meeting
CEC	Consular Emergency Centre
CECA	Comprehensive Economic Cooperation Agreement (Australia–India)
ChAFTA	China–Australia Free Trade Agreement
CHOGM	Commonwealth Heads of Government Meeting
COALAR	Council on Australia Latin America Relations
CRT	Crisis Response Team
CSIRO	Commonwealth Scientific Industrial Research Organisation
CT	counter-terrorism
DAP	Direct Aid Program

DDI	Demand Driver Infrastructure (Tourism program)
DFAT	Department of Foreign Affairs and Trade
DFID	Department for International Development (UK)
EAS	East Asia Summit
EDRMS	electronic document and record management system
EFIC	Export Finance and Insurance Corporation
EGA	Environmental Goods Agreement
EL	executive level
EU	European Union
FOI	freedom of information
FTA	free trade agreement
FTAAP	Free Trade Area of Asia–Pacific
FTF	foreign terrorist fighter
GCC	Gulf Cooperation Council
GDP	gross domestic product
GPA	Agreement on Government Procurement (WTO)
GST	goods and services tax
G20	Group of Twenty (19 member countries and the European Union) – forum for international economic cooperation
HIV	human immunodeficiency virus
HR	human resources
HRC	Human Rights Council
IAEA	International Atomic Energy Agency
ICN	international communications network
ICRC	International Committee for the Red Cross
ICT	information and communications technology
IORA	Indian Ocean Rim Association
IP	intellectual property
ITA	Information Technology Agreement
JAEP	Japan–Australia Economic Partnership Agreement
JSCOT	(Parliamentary) Joint Standing Committee on Treaties
KAFTA	Korea–Australia Free Trade Agreement
LES	locally engaged staff
MC10	WTO 10th Ministerial Conference
MIKTA	Mexico, Indonesia, Republic of Korea, Turkey and Australia
MOU	memorandum of understanding
NATO	North Atlantic Treaty Organization
NCP	New Colombo Plan
NGO	non-government organisation
NPT	Nuclear Non-Proliferation Treaty
ODA	official development assistance
ODE	Office of Development Effectiveness

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OECD	Organisation for Economic Co-operation and Development
OPO	Overseas Property Office
P5+1	China, France, Russia, United Kingdom and United States + Germany
PACER	Pacific Agreement on Closer Economic Relations
PGPA	Public Governance, Performance and Accountability (Act)
PIF	Pacific Islands Forum
PNG	Papua New Guinea
PPP	public private partnership
PSPF	Protective Security Policy Framework
RAMSI	Regional Assistance Mission to Solomon Islands
RCEP	Regional Comprehensive Economic Partnership
ROK	Republic of Korea
SATIN	Secure Australian Telecommunications and Information Network
SES	senior executive service
SLA	Service Level Agreement
SME	small to medium enterprise
SWP	Seasonal Worker Program
TIRF	Tourism Industry Regional Development Fund
TiSA	Trade in Services Agreement
TPP	Trans-Pacific Partnership (agreement)
UAE	United Arab Emirates
UN	United Nations
UNAIDS	Joint United Nations Programme on HIV/AIDS
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNICEF	United Nations Children's Fund
UNSC	United Nations Security Council
UN Women	United Nations Entity for Gender Equality and the Empowerment of Women
UPR	Universal Periodic Review (HRC)
US	United States of America
USAID	United States Agency for International Development
WBG	World Bank Group
WHC	World Heritage Committee
WHO	World Health Organization
WIPO	World Intellectual Property Organization
WMD	weapons of mass destruction
WTO	World Trade Organization
'2+2'	Meeting of foreign and defence ministers from two countries

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