

SECTION 04  
APPENDICES





# APPENDICES

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# APPENDIX 1:

## DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

### PORTFOLIO BUDGET STATEMENTS 2015–16:

### OUTCOMES, OBJECTIVES AND DELIVERABLES

**Outcome 1:** The advancement of Australia's international strategic, security and economic interests including through bilateral, regional and multilateral engagement on Australian Government foreign, trade and international development policy priorities.

#### PROGRAM 1.1: FOREIGN AFFAIRS AND TRADE OPERATIONS

##### OBJECTIVES:

- To protect and advance the national interest through engaging in effective advocacy in Australia and overseas that promotes Australia's foreign, trade and investment, tourism, development and international security interests.
- To deliver accurate and timely policy advice to ministers and other key clients that addresses the challenges of an evolving international environment.
- To promote a whole-of-government approach in pursuit of Australia's interests abroad, including through leadership at overseas missions and coordination of the overseas diplomatic network.
- To ensure the security and protect the dignity of the diplomatic and consular corps serving in Australia by delivering a quality service and upholding Australia's obligations under the Vienna Conventions.

##### DELIVERABLES:

- Australia's foreign, trade and investment, tourism, development, and international security policy interests and international standing are advanced through:
  - strengthened key international relationships, including a strong alliance and economic ties with the United States, and high-level political and economic engagement with Japan, China, India, the Republic of Korea, Indonesia and other countries of South-East Asia;
  - enhanced engagement with Pacific island countries, including deepening our partnership with Papua New Guinea, supporting normalisation of relations with Fiji and supporting capacity building in the Solomon Islands;
  - a stronger partnership with the European Union and key European countries, and continued close ties with New Zealand, the United Kingdom and Canada;
  - sustained engagement with South Asia, the Middle East, Africa, the Americas, and Turkey to meet shared challenges and to promote global and regional stability, security and prosperity;
  - strong participation in the United Nations and other multilateral fora, advocacy of human rights, gender equality and promotion of sustainable development and effective international action on climate change and other environmental outcomes;
  - contribution to enhanced regional architecture through the East Asia Summit (EAS), dialogue with the Association of Southeast Asian Nations (ASEAN), the Asia-Pacific Economic Cooperation (APEC) forum, the Indian Ocean Rim Association (IORA) and MIKTA (Mexico, Indonesia, Korea, Turkey and Australia);





- promotion of high-quality public diplomacy, international media and cultural visit programs which improve understanding of Australia and Australian Government foreign and trade policies; and
  - measurable influence on the agenda of key multilateral tourism fora to align with the Australian Government's priorities under *Tourism 2020* and strengthen bilateral tourism relationships with important tourist markets such as China and India.
- Australia's trade and investment opportunities are maximised, including through:
    - negotiating, finalising and implementing Australia's free trade agreement (FTA) agenda and exploring opportunities for FTAs with other trading partners;
    - enhancing Australia's commitment to regional trade negotiations, including the Trans Pacific Partnership, Regional Comprehensive Economic Partnership and PACER Plus;
    - effective participation in the World Trade Organization (WTO), including working with other WTO Members to conclude the negotiations of the Doha Round, leadership of the Cairns Group of agricultural exporting countries, and to promote and defend Australia's interests through means such as WTO dispute settlement; and
    - implementing the WTO Agreement on Trade Facilitation, negotiating the Trade in Services Agreement, and negotiating the Environmental Goods Agreement.
  - An enhanced environment for security and development, including through:
    - effective whole of government efforts to promote international stability and development;
    - promotion of nuclear non-proliferation and disarmament, and counter-proliferation and arms control efforts, including as chair of the Australia Group;
    - participation in counter-terrorism programs and activities, including in South Asia, South-East Asia, the Middle East, eastern and West Africa, and in the Global Counter Terrorism Forum; and
    - contribution to whole of government efforts bilaterally and regionally to counter people smuggling and human trafficking, including through the Bali Process on People Smuggling, Trafficking in Persons and Related Transnational Crime.
  - Australia's international and portfolio responsibilities are met through:
    - effective coordination and sound advice to Ministers, members of parliament, government agencies, state and territory governments, business, non-government organisations, media and members of the public;
    - sound advice on compliance with international legal obligations and contribution to the development of a strong international legal framework;
    - effective leadership of, and provision of advice and support to, other government agencies at overseas missions in line with the Prime Minister's *Directive on the Guidelines for the Management of the Australian Government Presence Overseas* and service level agreements;
    - quality service to the diplomatic and consular corps in Australia, including the processing of agrément, visas and accreditation; provision of airport facilitation, tax concessions, and reciprocal working agreements; consideration of mission, post and office establishment; and management of privileges and immunities in accordance with the Vienna Conventions; and
    - administration of the Export Finance and Insurance Corporation National Interest Account.

## PROGRAM 1.2: OFFICIAL DEVELOPMENT ASSISTANCE

### OBJECTIVE:

To promote Australia's national interests by contributing to sustainable economic growth and poverty reduction.

### DELIVERABLES:

- The Australian Government's aid policy, *Australian aid: promoting prosperity, reducing poverty, enhancing stability* is shaping the way we deliver our official development assistance. It focuses on two development outcomes: supporting private sector development and strengthening human development.
- Investments will be focused on priority areas:
  - infrastructure, trade facilitation and international competitiveness;
  - agriculture, fisheries and water;
  - effective governance through policies, institutions and functioning economies;
  - education and health;
  - building resilience through humanitarian assistance, disaster risk reduction and social protection; and
  - gender equality and empowering women and girls.

## PROGRAM 1.3: OFFICIAL DEVELOPMENT ASSISTANCE—MULTILATERAL REPLENISHMENTS

### OBJECTIVE:

- To assist developing countries by contributing to sustainable economic growth and poverty reduction through contributions to multilateral organisations.

### DELIVERABLE:

- Australia's aid program objectives will be advanced through our work with multilateral organisations. Their reach, leverage, specialisation and other strengths play a critical role in helping Australia to meet its international development objectives.

## PROGRAM 1.4: OFFICIAL DEVELOPMENT ASSISTANCE—EAST ASIA: AIPRD

### OBJECTIVE AND DELIVERABLE:

- To continue to assist Indonesia in reconstruction and development in the aftermath of the 2004 Indian Ocean Tsunami.

## PROGRAM 1.5: PAYMENTS TO INTERNATIONAL ORGANISATIONS

### OBJECTIVE:

- To advance Australia's foreign, trade and investment, development and international security interests through participation in international organisations.

### DELIVERABLES:

- Australian membership of international organisations and international treaty secretariats through payments of assessed and voluntary contributions.
- Effective participation in the United Nations and its specialised agencies, the World Trade Organization and other multilateral fora in support of Australia's foreign, trade and economic, development and international security interests.
- To assist developing countries reduce poverty and lift living standards through sustainable economic growth by providing contributions to UN and other international organisations.

## PROGRAM 1.6: NEW COLOMBO PLAN—TRANSFORMING REGIONAL RELATIONSHIPS

### OBJECTIVE:

- Australia's interests and bilateral relationships are enhanced through enduring people to people, institutional and business links with the Indo-Pacific region.



#### DELIVERABLE:

- Full implementation of the New Colombo Plan in 38 Indo–Pacific locations, fostering closer people to people and institutional links and contributing to an overall increase in the number of Australian undergraduate students undertaking study and internships in the region.

## PROGRAM 1.7: PUBLIC INFORMATION SERVICES AND PUBLIC DIPLOMACY

#### OBJECTIVE:

- To project a positive and contemporary image of Australia and promote a clear understanding of government policies and objectives and engagement with the Indo–Pacific region through the department’s public diplomacy, cultural and media activities.

#### DELIVERABLES:

- Promotion of people to people links and a contemporary and positive image of Australia as a destination for business, investment, tourism and study and support for the Government’s international policy goals.
- Advancement of Australia’s national interests through new approaches which engage audiences on contemporary Australia and facilitate networks, collaboration and connections between people and institutions to build understanding, trust and influence.

## PROGRAM 1.8: PROGRAMS TO PROMOTE AUSTRALIA’S INTERNATIONAL TOURISM INTERESTS

The functions captured by this program are the responsibility of other portfolio agencies (*Austrade and Tourism Australia*).

**Outcome 2:** The protection and welfare of Australians abroad and access to secure international travel documentation through timely and responsive travel advice and consular and passport services in Australia and overseas.

## PROGRAM 2.1: CONSULAR SERVICES

#### OBJECTIVE:

- To support and assist Australian travellers and Australians overseas through high-quality consular services, including accurate and timely travel advice, practical contingency planning and rapid crisis response.

#### DELIVERABLES:

- High-quality consular services to an increasing number of Australian travellers and Australian citizens living overseas, including notarial services and assistance with welfare issues, whereabouts enquiries, arrest or detention matters, deaths, medical emergencies and payment of travellers emergency loans to Australians in need.
- High-quality travel advisory services, including issuing accurate and timely travel information on travel destinations, promoting this information through the continuation of the Smartraveller campaign and effectively managing an online travel registration service.
- Effective consular contingency planning for major events or high-risk scenarios, including through regular reviews of procedures and available resources, training of staff, and coordination with other government agencies and foreign governments.
- Coordination of whole-of-government responses to large-scale crises involving conflict, civil unrest, natural disasters or terrorist incidents.

## PROGRAM 2.2: PASSPORT SERVICES

### OBJECTIVE:

- To provide Australians access to secure international travel documentation through the delivery of high-quality passport services.

### DELIVERABLES:

- High-quality passport services to Australians, including processing new passport applications, registering lost or stolen passports, issuing emergency passports, and detecting passport fraud.
- Maintenance of security standards, promotion of web-enabled services, and adherence to the client service commitment of passport issue, while effectively managing an increasing workload.
- Ongoing implementation of the *National Security—Improved Passport Integrity and Strengthened Issuance Systems* program.

**Outcome 3:** A secure Australian Government presence overseas through the provision of security services and information technology infrastructure, and the management of the Commonwealth's overseas property estate.

## PROGRAM 3.1: FOREIGN AFFAIRS AND TRADE SECURITY AND IT

### OBJECTIVES:

- To ensure a secure Australian Government presence overseas for personnel, assets and information by sustaining and improving physical and operational security.
- To strengthen information and communications technology (ICT) capability at Australia's missions overseas and DFAT offices in Australia.

### DELIVERABLES:

- Strengthened physical and operational security mitigation measures commensurate with the evolving international security environment.
- Protection of official information through effective management of ICT systems, security vetting processes, and security training to ensure high standards of security awareness and vigilance.
- Continued progress in moving the department's ICT systems infrastructure to a common platform that can be more efficiently integrated and supported, and implementation of key elements of the Government's ICT Reform Program and ICT elements of the Government's national security policy and objectives.
- High-quality overseas ICT services to other government agencies.
- Ongoing implementation of the International Communications Network—upgrade program.

## PROGRAM 3.2: OVERSEAS PROPERTY

### OBJECTIVE:

- To ensure a secure Australian government presence overseas through the effective management of the Commonwealth's overseas owned estate and of the contracts for the leased estate.

### DELIVERABLES:

- Efficient and effective management and delivery of a substantial construction and refurbishment program in the overseas property estate, including:
  - completion of the Jakarta chancery; and
  - commencement of planning to construct a new chancery in Washington DC.
- Efficient and effective management of the overseas property estate to meet the Government's requirements and maintain conditions and service capabilities.
- Effective management of outsourced property contract arrangements.





# APPENDIX 2: STAFFING OVERVIEW

Table 6: Employees by classification, gender and location (excluding locally engaged employees overseas)

Classification*	Female			Male			Total	Total
	Canberra	State Offices	Overseas	Canberra	State Offices	Overseas	30 June 2016	30 June 2015
APS Level 1							-	-
APS Level 2	1	1		4			6	9
APS Level 3	17	24		8	6		55	60
APS Level 4	36	37	7	33	21	4	138	115
APS Level 5	344	146	79	121	40	59	789	868
APS Level 6	299	19	99	160	8	65	650	514
Exec. Level 1	455	9	143	361	12	148	1,128	1,096
Exec. Level 2	171	4	85	188	4	90	542	465
Non SES Unattached**	106			67			173	263
SES Band 1	41	2	20	67		50	180	172
SES Band 2	8		3	23		21	55	61
SES Band 3	1		2	4		5	12	12
SES Specialist Band 1				2			2	1
SES Specialist Band 2							-	-
SES Unattached	9			13			22	26
Director of Safeguards ***				1			1	1
Secretary				1			1	1
Cadet							-	2
Graduate	35		1	37		1	74	83
Medical Officer Cl. 3			2			2	4	5
Medical Officer Cl. 4	1			1		2	4	4
Total	1,524	242	441	1,091	91	447	3,836	3,758

\* Broadband classifications applicable to APS1-5, Cadets and Graduates.

\*\* Includes staff on leave without pay, long service leave, seconded to other agencies and staff covered by the *Members of Parliament (Staff) Act 1984*.

\*\*\* Director of Safeguards, a statutory officer responsible to the Minister for Foreign Affairs, occupies the position of Director General of the Australian Safeguards and Non-Proliferation Office.

Note: Staffing figures are based on headcount.

**Table 7: Ongoing and non-ongoing employees, full-time and part-time (excluding locally engaged employees overseas)**

Ongoing employee		Non-ongoing		Total	Total
Full Time	Part Time	Full Time	Part Time	30 June 2016	30 June 2015
3,309	402	110	15	3,836	3,758

**Table 8: Employees by categories of employment**

	Female	Female %	Male	Male %	30 June 2016	30 June 2015
Ongoing employees	2,131	57.4	1,580	42.6	3,711	3,671
Non-ongoing employees	76	60.8	49	39.2	125	87
Overseas employees (locally engaged employees)	1,327	54.7	1,101	45.3	2,428	2,344
<b>Total</b>	<b>3,534</b>	<b>56.4</b>	<b>2,730</b>	<b>43.6</b>	<b>6,264</b>	<b>6,102</b>

**Table 9: SES by level and location**

	Total			Total	
	Canberra	State Offices	Overseas	30 June 2016	30 June 2015
SES Band 1	108	2	28	138	129
SES Band 2	31	0	4	35	38
SES Band 3	5	0	0	5	5
SES Specialist Band 1	2	0	0	2	1
SES Specialist Band 2	0	0	0	0	0
Director of Safeguards*	1	0	0	1	1
Head of Mission Band 1	0	0	42	42	43
Head of Mission Band 2	0	0	20	20	23
Head of Mission Band 3	0	0	7	7	7
Secretary	1	0	0	1	1
SES Unattached**	22	0	0	22	26
Total	170	2	101	273	274

\* Director of Safeguards, a statutory officer responsible to the Minister for Foreign Affairs, occupies the position of Director General of the Australian Safeguards and Non-Proliferation Office.

\*\* Includes staff on leave without pay, long service leave, seconded to other agencies and staff covered by the *Members of Parliament (Staff) Act 1984*.



Table 10: SES by gender

					Total	Total
	Female	Female %	Male	Male %	30 June 2016	30 June 2015
SES Band 1	52	37.7	86	62.3	138	129
SES Band 2	10	28.6	25	71.4	35	38
SES Band 3	1	20.0	4	80.0	5	5
SES Specialist Band 1	0	0.0	2	100	2	1
Director of Safeguards*	0	0.0	1	100	1	1
Head of Mission Band 1	11	26.2	31	73.8	42	43
Head of Mission Band 2	1	5.0	19	95.0	20	23
Head of Mission Band 3	2	28.6	5	71.4	7	7
Secretary	0	0.0	1	100	1	1
SES Unattached**	9	40.9	13	59.1	22	26
Total	86	31.5	187	68.5	273	274

\* Director of Safeguards, a statutory officer responsible to the Minister for Foreign Affairs, occupies the position of Director General of the Australian Safeguards and Non-Proliferation Office.

\*\* Includes staff on leave without pay, long service leave, seconded to other agencies and staff covered by the *Members of Parliament (Staff) Act 1984*.

Table 11: SES: New starters and separations during the year

	Total
Commenced in the department*	11
Separated from the department	15

\* Includes temporary transfers, promotion of non-SES staff to the SES from within the department and non-APS HOM appointments.  
 Note: Figures include non-ongoing SES officers recruited for short-term projects who commenced and/or separated during the year.

Table 12: SES: Inter-agency mobility during the year

	Band 1	Band 2	Band 3	Total
Commenced in the department *	7	2	2	11
Transferred from the department	11	2	2	15

\* Includes temporary transfers and promotion of non-SES staff to the SES from within the department.  
 Note: Figures include non-ongoing SES officers recruited for short-term projects who commenced and/or separated during the year.

Table 13: Employees by location and gender as at 30 June 2016

	APS staff					Locally engaged staff				
Location	Female	Female %	Male	Male %	APS Total	Female	Female %	Male	Male %	LES Total
Canberra										
Canberra total	1,524	58.3	1,091	41.7	2,615					-
Overseas posts—by regions										
Asia	198	49.6	201	50.4	399	642	53.6	555	46.4	1,197
<i>South Asia</i>	29	36.3	51	63.8	80	83	36.6	144	63.4	227
<i>Southeast Asia</i>	123	58.0	89	42.0	212	389	53.4	340	46.6	729
<i>North Asia</i>	46	43.0	61	57.0	107	170	70.5	71	29.5	241
Americas	35	45.5	42	54.5	77	113	56.8	86	43.2	199
Europe	50	50.0	50	50.0	100	155	55.8	123	44.2	278
New Zealand and the South Pacific	86	55.8	68	44.2	154	245	59.8	165	40.2	410
Middle East and Africa	53	45.7	63	54.3	116	132	46.5	152	53.5	284
Multilateral*	19	45.2	23	54.8	42	40	66.7	20	33.3	60
Overseas posts total **	441	49.7	447	50.3	888	1,327	54.7	1,101	45.3	2,428
State and territory offices—including Australian Passports Office										
New South Wales	63	77.8	18	22.2	81					-
Northern Territory	6	54.5	5	45.5	11					-
Queensland	41	70.7	17	29.3	58					-
South Australia	16	76.2	5	23.8	21					-
Tasmania	11	61.1	7	38.9	18					-
Victoria	72	71.3	29	28.7	101					-
Western Australia	33	76.7	10	23.3	43					-
State & territory offices total	242	72.7	91	27.3	333	-		-		-
Total staff numbers	2,207	57.5	1,629	42.5	3,836	1,327	54.7	1,101	45.3	2,428
Total DFAT resourcing										6,264

\* Posts in this category include Geneva UN, Geneva WTO, New York UN, Paris OECD and Vienna UN.

\*\* Overseas staff includes officers on in-country language training, short-term assignments, in-transit from post and exchange officers.





**Table 14: Employees covered by the Enterprise Agreement, determinations, individual flexibility agreements and remuneration supplementation agreements as at 30 June 2016 (excluding locally engaged employees overseas)**

APS Level	Enterprise Agreement			Determinations, individual flexibility agreements and remuneration supplementation agreements			Total
	Salary Min	Salary Max	No. of Staff	Salary Min	Salary Max	No. of Staff	
APS Level 1–3, Broadband 1 (includes graduates and cadets)	52,995	71,708	137		n.a.		137
APS Level 4–5, Broadband 2	65,030	110,129	958		n.a.		958
APS6 *	79,061	126,465	671		n.a.		671
Exec. Level 1 *	98,454	156,669	1,191		n.a.		1,191
Exec. Level 2 **	118,943	161,200	528	134,334	164,318	47	575
Medical Officers	173,345	217,326	8		n.a.		8
<b>Subtotal non-SES</b>			<b>3,493</b>			<b>47</b>	<b>3,540</b>
SES ***		n.a.		181,006	310,632	263	263
<b>Subtotal SES</b>						<b>263</b>	<b>263</b>
<b>Total</b>			<b>3,493</b>			<b>310</b>	<b>3,803</b>

n.a. not applicable

\* Includes annualised shift penalties for APS 6 level and Executive Level 1 staff.

\*\* Includes Executive Level 2 staff deployed to Head of Mission SES positions overseas.

\*\*\* The Secretary and the Director General of the Australian Safeguards and Non-Proliferation Office have not been included in the above figures as their remuneration is set by Prime Ministerial Determinations and the Remuneration Tribunal respectively.

Note: This table excludes 31 employees on temporary transfer to other organisations including the Office of the Governor-General, Parliament House and other government agencies.

Table 15: Performance bonus payments by level, 2015–16

Non-SES employee performance-related bonuses for the 2015–16 performance management cycle totalled \$4.81 million, an increase of 1.9 per cent from the \$4.72 million paid in the previous cycle. A total of 2,410 non-SES performance bonuses were paid in this performance cycle, an increase of 1.4 per cent from 2014–15.

	Number in 2014–15	Number in 2015–16	Aggregated (Total) amount (\$)	Average amount (\$)	Range of payments (\$)	
					Minimum amount*	Maximum amount
APS Level 3	38	48	56,439	1,176	506	1,387
APS Level 5	487	476	697,522	1,465	372	1,608
APS Level 6	466	497	850,424	1,711	669	2,058
Executive Level 1	958	966	2,069,368	2,142	881	2,444
Executive Level 2**	428	423	1,135,884	2,685	537	3,286
Total	2,377	2,410	4,809,637	1,996		

\* Low minimum payments are pro rata bonuses to staff who worked part time during the performance management cycle.

\*\* Includes Medical Officers and eligible EL2 HOM/HOPs.



# APPENDIX 3:

## AGENCY RESOURCE STATEMENT

Table 16: Department of Foreign Affairs and Trade resource statement 2015-16

	Actual available appropriation for 2015-16	Payments made 2015-16	Balance remaining 2015-16
	\$'000	\$'000	\$'000
<b>Ordinary annual services<sup>1</sup></b>			
Departmental appropriation <sup>2</sup>	1,712,383	1,352,927	359,456
<b>Total</b>	<b>1,712,383</b>	<b>1,352,927</b>	<b>359,456</b>
<b>Administered expenses</b>			
Outcome 1 <sup>3</sup>	3,602,676	3,512,838	
Outcome 2	750	220	
Payments to corporate entities <sup>4</sup>	144,018	144,018	
<b>Total</b>	<b>3,747,444</b>	<b>3,657,076</b>	
<b>Total ordinary annual services</b>	<b>[A]</b>	<b>5,459,827</b>	<b>5,010,003</b>
<b>Other services<sup>5</sup></b>			
<b>Departmental non-operating</b>			
Equity injections	319,185	134,897	184,288
<b>Total</b>	<b>319,185</b>	<b>134,897</b>	<b>184,288</b>
<b>Administered non-operating</b>			
Administered assets and liabilities <sup>6</sup>	2,188,371	362,075	
<b>Total</b>	<b>2,188,371</b>	<b>362,075</b>	
<b>Total other services</b>	<b>[B]</b>	<b>2,507,556</b>	<b>496,972</b>
<b>Total available annual appropriations [A+B]</b>	<b>7,967,383</b>	<b>5,506,975</b>	
<b>Special appropriations</b>			
<b>Special appropriations limited by criteria/entitlement</b>			
Public Governance, Performance and Accountability Act 2013 – s77 Passport Refunds		831	
<b>Total special appropriations</b>	<b>[C]</b>	<b>831</b>	

	Actual available appropriation for 2015–16	Payments made 2015–16	Balance remaining 2015–16
	\$'000	\$'000	\$'000
<b>Special accounts<sup>7</sup></b>			
Opening balance	208,453		
Appropriation receipts			
Non-appropriation receipts to Special Accounts	72,522		
Payment made		175,060	
<b>Total special accounts</b> [D]	<b>280,975</b>	<b>175,060</b>	
<b>Total resourcing [A+B+C+D]</b>	<b>8,248,358</b>	<b>5,682,866</b>	
Less appropriations drawn from annual or special appropriations above and credited to special accounts	-	-	
and/or payments to corporate entities through annual appropriations	(144,018)	(144,018)	
<b>Total net resourcing and payments for DFAT</b>	<b>8,104,340</b>	<b>5,538,848</b>	

<sup>1</sup> *Appropriation Act (No.1) 2015–16 and Appropriation Act (No. 3) 2015–16.* This also includes prior year departmental appropriation and section 74 Retained Revenue Receipts.

<sup>2</sup> Includes an amount of \$52.171m in 2015–16 for the Departmental Capital Budget. For accounting purposes this amount has been designated as 'contributions by owners'.

<sup>3</sup> Includes an amount of \$2.325m in 2015–16 for the Administered Capital Budget. For accounting purposes this amount has been designated as 'contributions by owners'.

<sup>4</sup> 'Corporate entities' are corporate Commonwealth entities and Commonwealth companies as defined under the *PGPA Act 2013*.

<sup>5</sup> *Appropriation Act (No.2) 2015–16 and Appropriation Act (No.4) 2015–16.*

<sup>6</sup> Includes appropriations carried forward from previous years to extinguish multi-year agreements.

<sup>7</sup> Excludes 'Special Public Money' held in accounts like Consular Services Account (CSA), Services for Other Government and Non-agency Bodies (SOG) or Services for Other Entities and Trust Moneys accounts (SOTEM).





Table 17: Expenses for Outcome 1

Outcome 1: The advancement of Australia's international strategic, security and economic interests including through bilateral, regional and multilateral engagement on Australian Government foreign, trade and international development policy priorities.	Budget* 2015-16	Actual expenses 2015-16	Variation 2015-16
	\$'000	\$'000	\$'000
	(a)	(b)	(a) – (b)
<b>Program 1.1: Foreign affairs and trade operations</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	7,221	6,501	720
Expenses not requiring appropriation in the Budget year	14,952	25,401	(10,449)
Other services ( <i>Appropriation Act No. 2 &amp; 4</i> )	13,452	19,728	(6,276)
Departmental expenses			
Departmental appropriation <sup>1</sup>	578,925	676,039	(97,114)
Expenses not requiring appropriation in the Budget year <sup>2</sup>	123,990	121,381	2,609
<b>Total for Program 1.1</b>	<b>738,540</b>	<b>849,050</b>	<b>(110,510)</b>
<b>Program 1.2: Official development assistance</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	3,112,214	3,111,868	346
Expenses not requiring appropriation in the Budget year <sup>2</sup>	1,207	6,468	(5,261)
Departmental expenses			
Departmental appropriation <sup>1</sup>	240,823	240,823	-
<b>Total for Program 1.2</b>	<b>3,354,244</b>	<b>3,359,159</b>	<b>(4,915)</b>
<b>Program 1.3: Official development assistance – multilateral replenishments</b>			
Administered expenses			
Other services ( <i>Appropriation Act No. 2 &amp; 4</i> )	-	342,272	(342,272)
Expenses not requiring appropriation in the Budget year <sup>2</sup>	-	103,649	(103,649)
<b>Total for Program 1.3</b>	<b>-</b>	<b>445,921</b>	<b>(445,921)</b>
<b>Program 1.4: Official development assistance - East Asia AIPRD</b>			
Administered expenses			
Expenses not requiring appropriation in the Budget year <sup>2</sup>	7,188	7,188	-
<b>Total for Program 1.4</b>	<b>7,188</b>	<b>7,188</b>	<b>-</b>
<b>Program 1.5: Payments to international organisations</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	432,649	375,887	56,762
<b>Total for Program 1.5</b>	<b>432,649</b>	<b>375,887</b>	<b>56,762</b>

Outcome 1: The advancement of Australia's international strategic, security and economic interests including through bilateral, regional and multilateral engagement on Australian Government foreign, trade and international development policy priorities.	Budget* 2015–16	Actual expenses 2015–16	Variation 2015–16
	\$'000	\$'000	\$'000
	(a)	(b)	(a) – (b)
<b>Program 1.6: New Colombo Plan – transforming regional relationships</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	27,742	27,227	515
Other services ( <i>Appropriation Act No. 2 &amp; 4</i> )	75	75	-
<b>Total for Program 1.6</b>	<b>27,817</b>	<b>27,302</b>	<b>515</b>
<b>Program 1.7: Public information services and public diplomacy</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	5,044	4,594	450
<b>Total for Program 1.7</b>	<b>5,044</b>	<b>4,594</b>	<b>450</b>
<b>Program 1.8: Programs to promote Australia's international tourism interests</b>			
Administered expenses			
Tourism Australia – Corporate Commonwealth Entity	144,018	144,018	-
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	14,000	14,000	-
<b>Total for Program 1.8</b>	<b>158,018</b>	<b>158,018</b>	<b>-</b>
<b>Outcome 1 totals by appropriation type</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	3,598,870	3,540,077	58,793
Corporate Commonwealth Entity	144,018	144,018	-
Other services ( <i>Appropriation Act No. 2 &amp; 4</i> )	13,527	362,075	(348,548)
Expenses not requiring appropriation in the Budget year <sup>2</sup>	23,347	142,706	(119,359)
Departmental expenses			
Departmental appropriation <sup>1</sup>	819,748	916,862	(97,114)
Expenses not requiring appropriation in the Budget year <sup>2</sup>	123,990	121,381	2,609
<b>Total expenses for Outcome 1</b>	<b>4,723,500</b>	<b>5,227,119</b>	<b>(503,619)</b>
	<b>2014–15</b>	<b>2015–16</b>	
<b>Average staffing level (number)</b>	<b>3,762</b>	<b>3,749</b>	

\* Full year budget, including any subsequent adjustments made to the 2015–16 Budget at additional estimates.

<sup>1</sup> Departmental appropriation combines 'ordinary annual services (*Appropriation Act No. 1 & Act No. 3*)' and 'section 74 revenue receipts'.

<sup>2</sup> Expenses not requiring appropriation in the Budget year may include depreciation expenses, amortisation expenses, make good expenses, audit fees, concessional costs for loans, finance costs and impairment of financial instruments.



**Table 18: Expenses for Outcome 2**

Outcome 2: The protection and welfare of Australians abroad and access to secure international travel documentation through timely and responsive travel advice and consular and passport services in Australia and overseas.	Budget* 2015–16	Actual expenses 2015–16	Variation 2015–16
	\$'000	\$'000	\$'000
	(a)	(b)	(a) – (b)
<b>Program 2.1: Consular services</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	200	10	190
Departmental expenses			
Departmental appropriation <sup>1</sup>	103,983	98,967	5,016
<b>Total for Program 2.1</b>	<b>104,183</b>	<b>98,977</b>	<b>5,206</b>
<b>Program 2.2: Passport services</b>			
Administered expenses			
Special appropriations	1,010	785	225
Departmental expenses			
Departmental appropriation <sup>1</sup>	231,410	230,060	1,350
<b>Total for Program 2.2</b>	<b>232,420</b>	<b>230,845</b>	<b>1,575</b>
<b>Outcome 2 totals by appropriation type</b>			
Administered expenses			
Ordinary annual services ( <i>Appropriation Act Nos. 1 &amp; 3</i> )	200	10	190
Special appropriations	1,010	785	225
Departmental expenses			
Departmental appropriation <sup>1</sup>	335,393	329,027	6,366
<b>Total expenses for Outcome 2</b>	<b>336,603</b>	<b>329,822</b>	<b>6,781</b>
	<b>2014–15</b>	<b>2015–16</b>	
<b>Average staffing level (number)</b>	<b>1,088</b>	<b>1,082</b>	

\* Full year budget, including any subsequent adjustments made to the 2015–16 Budget at additional estimates.

<sup>1</sup> Departmental appropriation combines 'ordinary annual services (*Appropriation Act No. 1 & Act No. 3*)'.

Table 19: Expenses for Outcome 3

Outcome 3: A secure Australian Government presence overseas through the provision of security services and information and communications technology infrastructure, and the management of the Commonwealth's overseas property estate.	Budget* 2015–16	Actual expenses 2015–16	Variation 2015–16
	\$'000	\$'000	\$'000
	(a)	(b)	(a) – (b)
<b>Program 3.1: Foreign affairs and trade security and IT</b>			
Departmental expenses			
Departmental appropriation <sup>2</sup>	194,815	192,424	2,391
<b>Total for Program 3.1</b>	<b>194,815</b>	<b>192,424</b>	<b>2,391</b>
<b>Program 3.2: Overseas property</b>			
Departmental expenses			
Special accounts <sup>1</sup>	163,586	174,065	(10,479)
Expenses not requiring appropriation in the Budget year <sup>3</sup>	19,295	87,092	(67,797)
<b>Total for Program 3.2</b>	<b>182,881</b>	<b>261,157</b>	<b>(78,276)</b>
<b>Outcome 3 totals by appropriation type</b>			
Departmental expenses			
Departmental appropriation <sup>2</sup>	194,815	192,424	2,391
Special accounts <sup>1</sup>	163,586	174,065	(10,479)
Expenses not requiring appropriation in the Budget year <sup>3</sup>	19,295	87,092	(67,797)
<b>Total expenses for Outcome 3</b>	<b>377,696</b>	<b>453,581</b>	<b>(75,885)</b>
	2014–15	2015–16	
<b>Average staffing level (number)</b>	<b>872</b>	<b>869</b>	

\* Full year budget, including any subsequent adjustments made to the 2015–16 Budget at additional estimates.

<sup>1</sup> This reflects the amount of funding disbursed on a cash basis, not an expense basis.

<sup>2</sup> Departmental appropriation combines 'ordinary annual services (*Appropriation Act No. 1 & Act No. 3*)'.

<sup>3</sup> Expenses not requiring appropriation in the Budget year may include depreciation expenses, amortisation expenses, make good expenses, audit fees, concessional costs for loans, finance costs and impairment of financial instruments.





# APPENDIX 4:

## AID PROGRAM EXPENDITURE

Table 20: Estimated departmental ODA by country and region, 2015–16

Country/Region	Estimated expenditure (\$M)		
	Bilateral	Regional/Global	Total
Papua New Guinea	471.0	34.1	505.1
Solomon Islands	93.2	24.2	117.4
Vanuatu	43.1	16.9	60.0
Fiji	50.3	26.0	76.3
Samoa	23.6	11.0	34.6
Nauru	21.2	2.7	23.9
Kiribati	20.2	8.0	28.2
Tonga	17.6	8.0	25.6
Tuvalu	6.6	2.5	9.1
Niue and Tokelau	1.8	1.3	3.1
Cook Islands	1.9	1.6	3.5
North Pacific <sup>1</sup>	5.2	4.8	10.0
Pacific Regional <sup>2</sup>	0.0	114.0	114.0
<b>Pacific total</b>	<b>755.7</b>	<b>255.1</b>	<b>1,010.8</b>
Indonesia	313.9	59.9	373.8
Timor-Leste	70.0	16.4	86.4
Philippines	68.4	12.5	80.9
Cambodia	62.4	25.4	87.8
Vietnam	61.4	20.4	81.8
Myanmar	53.8	21.5	75.3
Laos	24.2	16.1	40.3
Mongolia	6.4	4.1	10.5
East Asia Regional <sup>2</sup>	0.0	64.3	64.3
<b>Southeast and East Asia total</b>	<b>660.5</b>	<b>240.6</b>	<b>901.0</b>

Country/Region	Estimated expenditure (\$M)		
	Bilateral	Regional/Global	Total
Afghanistan	83.0	4.1	87.1
Bangladesh	42.1	14.2	56.3
Pakistan	48.8	6.9	55.7
Sri Lanka	20.1	6.8	26.9
Nepal	16.6	16.4	33.0
Bhutan	3.8	4.6	8.4
Maldives	3.3	3.4	6.7
South and West Asia Regional <sup>2</sup>	0.0	24.5	24.5
<b>South and West Asia total</b>	<b>217.7</b>	<b>81.0</b>	<b>298.6</b>
Palestinian Territories	20.5	22.4	42.9
Middle East and North Africa	93.5	2.4	95.9
Sub-Saharan Africa	31.8	72.8	104.6
Latin America and the Caribbean	0.0	12.5	12.5
Other ODA not attributed to particular countries or regions <sup>3</sup>		1,055.4	1,055.4
<b>Departmental (ODA)</b>			<b>240.8</b>
<b>Adjustments<sup>4</sup></b>			<b>-40.0</b>
<b>Total</b>	<b>1,779.7</b>	<b>1,742.1</b>	<b>3,722.6</b>

1 Federated States of Micronesia, Palau, and the Republic of the Marshall Islands.

2 Includes amounts attributable to the region, but not a specific country.

3 Includes payments to some UN and Commonwealth organisations and UN peacekeeping operations. The ODA eligible components of cash payments to the International Development Association, Asian Development Fund, Global Environment Facility, Heavily Indebted Poor Countries Initiative, Multilateral Debt Relief Initiative and the Montreal Protocol Multilateral Fund are also included.

4 Includes expected outcome for adjustments as estimated at May 2016. 'Adjustments' includes adjustments to reconcile expenses to ODA, which are reported on a cash basis. This includes adjusting accrued expenses to cash and excluding non-ODA eligible departmental and administered expenditure. The adjustments also exclude non-ODA eligible administered expenditure such as miscellaneous receipts and GST payments.

Note: This table contains minor rounding differences.



## APPENDIX 5: INQUIRIES BY PARLIAMENTARY COMMITTEES

During the reporting period the department provided submissions and/or gave evidence to the following parliamentary committees:

### JOINT STANDING COMMITTEE ON TREATIES

- Agreement between Australia and the European Union Establishing a Framework for the Participation of Australia in European Crisis Management Operations, hearing 10 August 2015.
- Free Trade Agreement between the Government of Australia and the Government of The People's Republic of China, hearings 17 August and 7 September 2015.
- Articles of Agreement for the Asian Infrastructure Investment Bank, hearing 14 September 2015.
- Australia's denunciation of the Convention relating to International Exhibitions, and Protocol of Signature, hearing 14 September 2015.
- Treaty between Australia and the Federative Republic of Brazil on Mutual Legal Assistance in Criminal Matters, hearing 12 October 2015.
- Agreement between the Government of Australia and the Government of the Republic of India Concerning Transfer of Sentenced Persons, hearing 9 November 2015.
- Trans-Pacific Partnership Agreement, hearing 22 February 2016.
- Treaty on Extradition between Australia and The People's Republic of China, hearing 2 May 2016.

### JOINT STANDING COMMITTEE ON FOREIGN AFFAIRS, DEFENCE AND TRADE

- Human rights issues confronting women and girls in the Indian Ocean—Asia Pacific Region (supplementary submissions 13 and 27 July 2015).
- A world without the death penalty: Australia's Advocacy for the Abolition of the Death Penalty, hearing 9 December 2015.
- The role of development partnerships in agriculture and agribusiness in promoting prosperity, reducing poverty and enhancing stability in the Indo-Pacific region, hearing 22 February 2016.
- (Australia's trade and investment relationships with countries of the Middle East. [The committee tabled its report 4 May 2016. The department provided a submission and gave evidence in May and November 2014 respectively.])

### SENATE FOREIGN AFFAIRS, DEFENCE AND TRADE REFERENCES COMMITTEE

- Inquiry into Australia's relationship with Mexico, hearing 29 October 2015.
- The delivery and effectiveness of Australia's bilateral aid program in Papua New Guinea, hearing 27 November 2015.
- Partial suspension of sanctions against Iran, hearing 27 April 2016.

## JOINT SELECT COMMITTEE ON TRADE AND INVESTMENT GROWTH

- Inquiry into Business Utilisation of Australia's Free Trade Agreements, hearing 21 July 2015.

## JOINT SELECT COMMITTEE ON NORTHERN AUSTRALIA

- Inquiry into Opportunities for Expanding Aquaculture in Northern Australia, hearing 15 September 2015.

## JOINT STANDING COMMITTEE ON MIGRATION

- Inquiry into the Seasonal Worker Programme, hearing 13 November 2015.

## SENATE ECONOMICS REFERENCES COMMITTEE

- Third party certification of food, hearing 21 August 2015.
- Inquiry into foreign bribery (input into a 15 September 2015 cross-agency submission coordinated by Attorney-General's Department).

## PARLIAMENTARY STANDING COMMITTEE ON PUBLIC WORKS

- Fit-out of the Australian Embassy in Doha, Qatar, hearing 3 March 2016.

## HOUSE OF REPRESENTATIVES STANDING COMMITTEE ON SOCIAL POLICY AND LEGAL AFFAIRS

- Inquiry into the regulatory and legislative aspects of international and domestic surrogacy arrangements, hearing 3 March 2016.



## APPENDIX 6:

# MATTERS BEFORE COURTS AND ADMINISTRATIVE TRIBUNALS

During the reporting period the department was involved in the following matters before courts and administrative tribunals:

### COURTS

One action seeking judicial review of a passport-related decision was dismissed by the Federal Court. A further action seeking judicial review of a passport-related decision was discontinued. The department successfully pursued two debt recovery actions in court and a further one is ongoing.

The department successfully defended one employment action brought in a foreign court by a former locally engaged employee. We continue to defend one further employment action in a foreign court.

The department complied with discovery, subpoena and other document production obligations in a range of matters. This includes matters brought against the Commonwealth and other Australian government agencies.

The department facilitated the service of documents through diplomatic channels relating to private litigation brought overseas and in Australia. We also facilitated the service of documents on foreign states under the *Foreign States Immunities Act 1985*.

### TRIBUNALS

The department continued to be involved in applications before the Administrative Appeals Tribunal (AAT) concerning passports matters. At the end of the financial year, there were 16 active applications before the AAT for review:

- 15 for review of passports decisions; and
- one for review of an FOI decision.

## APPENDIX 7:

# WORKPLACE HEALTH AND SAFETY

The following information is provided in accordance with Schedule 2, Part 4 of the *Work Health and Safety Act 2011* (Cth).

### HEALTH AND SAFETY MANAGEMENT IN THE DEPARTMENT

The department prioritises the health and safety of its people and has established systems that promote wellbeing and prevent workplace injury, including the Work Health and Safety (WHS) and Rehabilitation Management Systems and Anti-Bullying and Harassment framework.

### WORK HEALTH AND SAFETY INITIATIVES AND OUTCOMES

In 2015–16, the department launched a bespoke WHS e-learning program, available to all worker categories across the global network, which includes instruction on WHS best practice in a readily accessible portal. The program received two 2016 LearnX Impact Awards: Gold Winner—Best Talent (Learning Partnership); and Silver Winner—Best Learning Project (Occupational Health and Safety). We were also a finalist in the Best Learning Model (Bespoke) category.

During 2015–2016, 211 WHS incidents were reported. In response, where appropriate, remedial actions were implemented to eliminate or control the risk and prevent further occurrences. The level of reporting and WHS response rate indicate a proactive safety response culture.

The department delivered over 80 individual and group WHS briefings to crisis response teams, members of the Australian Civilian Corps and staff deploying overseas and also delivered targeted WHS training sessions to locally engaged managers in Australia, Amman, Auckland and Hong Kong. We also completed a WHS support visit to Baghdad and coordinated extensive

Provide First Aid and Health and Safety Representative training.

The department has developed a WHS Strategic Plan for launch in 2016–17. This plan identifies key objectives and provides a three-year focus for delivery of WHS services, compliance with legislative requirements and continuous improvement of safety management.

### REHABILITATION MANAGEMENT

The Rehabilitation Management System (RMS) was re-established as a stand-alone system based on recommendations from an independent audit (2014–15). Results from the 2015–16 RMS audit demonstrate continuous improvement against rehabilitation best practice criteria.

The department introduced a number of proactive strategies to improve management of injury claims (compensable and non-compensable), focusing on early intervention and targeted case management. These strategies have improved rehabilitation outcomes and costs to the department as evidenced by the department's 2015–16 Comcare premium (*Table 21*) which demonstrates a continued reduction.

### ANTI-BULLYING, HARASSMENT AND DISCRIMINATION

The department has a zero-tolerance to bullying, harassment and discrimination and is committed to providing a workplace that is fair, flexible, safe and rewarding. In circumstances where a report of bullying, harassment or discrimination has occurred, the department acted promptly to address the issues.



Over 2,500 employees have attended information sessions on anti-bullying, harassment and discrimination in Australia and overseas. Employees have access to a number of support options including a network of over 180 Workplace Diversity Contact Officers across the global network.

The department has developed a new anti-bullying, harassment and discrimination e-learning program to better reflect the APS values and respectful and courteous behaviours expected in the workplace.

REPORTING REQUIREMENTS  
UNDER THE WORK HEALTH  
AND SAFETY ACT 2011 (CTH)  
(THE ACT)

- Ten incidents were notified to Comcare under Part 3 of the Act.
- No directions were given to the department under Part 11, Section 217 of the Act.
- No external investigations were commenced under Part 9 of the Act.
- No notices were issued under Part 10, Section 191 of the Act.

Table 21: Workplace health and safety statistics

Comcare claims accepted	2013-14	2014-15	2015-16
Total departmental staff covered by Comcare*	4,121	4,030	4,065
Number of claims accepted by Comcare:			
falls, trips and slips	12	9	11
hitting objects	1	2	3
sound and pressure	1	0	0
body stressing	18	9	11
heat, radiation and electricity	1	0	0
chemicals and other	2	0	2
biological factors	3	1	1
mental stress	1	3	6
other and unspecified	1	0	1
Total	40	24	35
Departmental premium for Comcare coverage (as a percentage of total departmental wages and salaries)	1.25/1.70**	1.39	1.07

\* Includes employees located in Australia, Australia-based employees overseas and, where applicable, locally engaged staff overseas.

\*\* The Comcare premium for current and previous years is reviewed annually by Comcare based on the changes during the year in the number of claims and the average cost relating to injury or illness. Departmental premium for Comcare coverage prior to integration was 1.25 for DFAT and 1.70 for AusAID.

## APPENDIX 8:

# ECOLOGICALLY SUSTAINABLE DEVELOPMENT AND ENVIRONMENTAL PERFORMANCE

This appendix comprises the department's report on its ecologically sustainable development and environmental performance as required by Section 516A of the *Environment Protection and Biodiversity Conservation Act 1999* (the EPBC Act).

The department continued to ensure that policy activities, administration of legislated activities and other operations accorded with and enacted ecologically sustainable development principles. We pursued these principles through a combination of multilateral environmental agreements, international legal frameworks, foreign, trade and development policies and property and corporate management policies. These principles were also applied in the department's public diplomacy.

**Outcome 1:** The advancement of Australia's international strategic, security and economic interests including through bilateral, regional and multilateral engagement on Australian Government foreign, trade and international development policy priorities.

Working with other countries, the department helped secure the UN Framework Convention on Climate Change Paris Agreement in December 2015. The agreement provides a universal, legally-binding framework for countries to reduce their emissions consistent with holding the increase in the global average temperature to well below 2°C above pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5°C. The department worked closely with international partners in UN negotiations for a new global treaty to improve the conservation and sustainable use of marine biological diversity in areas beyond national jurisdictions.

With the Australian Antarctic Division of the Department of the Environment, we continued to build international support for the establishment of a network of marine protected areas in East Antarctica. We also supported whole-of-government efforts to deter and prevent illegal, unregulated and unreported fishing in the Southern Ocean and Indo-Pacific.

The department's international development assistance program was delivered in accordance with the principles of ecological sustainability underpinned by Commonwealth environmental legislation and regulations, including the EPBC Act, Australia's development policy, environmental laws and regulations of partner governments, and relevant multilateral environment agreements.

Australia's development policy *Australian aid: promoting prosperity, reducing poverty, enhancing stability* commits to actively managing risks to people and their environment by applying mandatory safeguards policies. The department's *Environment Protection Policy for the Aid Program*, November 2014, provides a framework for the management of environmental safeguards in aid investments. All investments, regardless of the monetary value or delivery approach, must be assessed for potential environmental and social impacts in accordance with the policy.

The department worked with multilateral donor partners, including the World Bank and the Asian Development Bank, to ensure the principles of ecologically sustainable development are implemented internationally by improving developing country safeguard systems, and by working with donor partners to develop a common approach to environment and social safeguards across the Pacific.





Environmental management services to all properties in the domestic leased estate are delivered under the department's Property Management Services contract with Cushman and Wakefield (C&W). Under the contract C&W provides:

- monitoring and reporting on the impact of the department's business on the environment;
- identifying, costing and, where cost effective, implementing environmental initiatives;
- preparing business cases to obtain funding for the implementation of major environmental initiatives;
- preparing information for mandatory departmental reporting including Energy Efficiency in Government Operations (EEGO), National Waste Policy, Australian Packaging Covenant and WaterMAPS; and
- providing strategic advice on environmental management policy and government direction that will benefit departmental strategies.

C&W is also required to be compliant and remain up-to-date with any changes in relevant legislation, regulation and policy.

The department fulfilled required whole-of-government reporting on the ICT Sustainability Plan and the Australian Packaging Covenant. We collated energy usage according to the metrics outlined in EEGO policy and utilised this information to target initiatives and energy efficiency works. The department maintained involvement in the Government Agency Environment Network.

The department's leased headquarters in the RG Casey Building in Canberra has recently undergone refurbishment by the owner. The work was completed in April 2016 and was scoped to contribute to improved environmental performance. The department's leased premises at 255 London Circuit Canberra holds an accredited 4.5 star National Australian Built Environment Rating System energy rating for offices based on a number of features including an environmentally sustainable cooling system and grey water recycling.

**Outcome 2:** The protection and welfare of Australians abroad and access to secure international travel documentation through timely and responsive travel advice and consular and passport services in Australia and overseas.

All Australian passports issued during the reporting period were printed on Australian Paper's 100 per cent carbon neutral, environmentally friendly paper range.

**Outcome 3:** A secure Australian Government presence overseas through the provision of security services and information and communications technology infrastructure, and the management of the Commonwealth's overseas property estate.

In the overseas estate, environmental performance is a core part of all major new construction projects. A key component is the environmental management of the construction activities through development of project-specific environmental management plans and environmental monitoring units. Environmental monitoring and management through the construction phase includes air quality, noise levels, and waste water management. Contractors are also required to recycle to the fullest extent possible, manage all diesel and lubricant storage, and provide environmental protection in the form of site hoarding, fences and screens to minimise impact on the surrounding area.

The department is actively pursuing various environmentally sustainable initiatives in the delivery of its overseas projects such as energy efficient lighting, daylight and motion sensors, rain water harvesting, and zoned air-conditioning systems and building management systems to lower energy consumption.

## APPENDIX 9:

### PURCHASER-PROVIDER ARRANGEMENTS

#### ***Financial, office, human resources, property and fleet management services***

The department provides financial, office, human resources, property and fleet management services, on a cost-recovery basis, to other government departments and agencies with overseas representation, and to the New Zealand Government under a Service Level Agreement (SLA). This ensures consistency and efficient use of resources and avoids duplication of effort (in accordance with the *Prime Minister's Directive: Guidelines for the Management of the Australian Government Presence Overseas*).

The SLA sets out the obligations of the department and other agencies for management services and determines service delivery standards in the areas of financial, office, human resources, property and fleet management for Australia-based employees and locally engaged staff at posts managed by the department. The SLA was due to expire on 30 June 2016; however, by agreement with attached agencies, the department has extended the SLA on a month-to-month basis to allow final negotiations of the review of SLA services to be concluded in the 2016–17 financial year.

The main purchasers of services under the SLA are the Department of Immigration and Border Protection, Department of Defence, Australian Trade and Investment Commission and Australian Federal Police.

In 2015–16, the department provided services under the SLA to:

Attorney-General's Department

Australian Centre for International Agricultural Research

Australian Crime Commission

Australian Federal Police (also includes the Australian Federal Police Protective Service)

Australian Maritime Safety Authority

Australian National University

Australian Nuclear Science and Technology Organisation

Australian Taxation Office

Australian Trade and Investment Commission (Austrade)

Commonwealth Scientific and Industrial Research Organisation

Department of Agriculture

Department of Defence

Department of Education and Training

Department of Employment

Department of the Environment

Department of Health

Department of Immigration and Border Protection

Department of Industry, Innovation and Science

Department of Infrastructure and Regional Development

Department of Prime Minister and Cabinet

Department of Veterans' Affairs

National Library of Australia

New Zealand Government

Office of National Assessments

Reserve Bank of Australia

The Treasury



***Information and communications technology (ICT) services***

The department also has purchaser–provider arrangements to provide ICT services to government agencies with staff at our overseas missions and at a number of agency locations within Australia.

In 2015–16, the department provided ICT services to the following agencies in Australia and overseas:

Attorney-General’s Department  
 Australian Antarctic Division  
 Australian Centre for International Agricultural Research  
 Australian Competition and Consumer Commission  
 Australian Crime Commission  
 Australian Electoral Commission  
 Australian Federal Police  
 Australian Fisheries Management Authority  
 Australian Human Rights Commission  
 Australian Maritime Safety Authority  
 Australian National University  
 Australian Nuclear Science and Technology Organisation  
 Australian Public Service Commission  
 Australian Radiation Protection and Nuclear Safety Agency  
 Australian Research Council  
 Australian Taxation Office  
 Australian Trade and Investment Commission (Austrade)  
 Australian Transaction Reports and Analysis Centre  
 Bureau of Meteorology  
 Civil Aviation Safety Authority

Commonwealth Scientific and Industrial Research Organisation  
 Department of Agriculture  
 Department of Communications  
 Department of Defence  
 Department of Education and Training  
 Department of Employment  
 Department of the Environment  
 Department of Finance  
 Department of Health  
 Department of Human Services  
 Department of Immigration and Border Protection  
 Department of Industry, Innovation and Science  
 Department of Infrastructure and Regional Development  
 Department of Prime Minister and Cabinet  
 Department of Social Services  
 Department of the House of Representatives (International and Parliamentary Relations Office)  
 Department of Veterans’ Affairs  
 Export Finance and Insurance Corporation  
 Food Standards Australia—New Zealand  
 Geoscience Australia  
 IP Australia  
 National Library of Australia  
 New Zealand Ministry of Foreign Affairs and Trade  
 Office of National Assessments  
 Reserve Bank of Australia  
 The Treasury  
 Wine Australia

# APPENDIX 10:

## ADVERTISING AND MARKET RESEARCH

During 2015–16, the department conducted the Smartraveller advertising campaign. Further information on this campaign is available at [www.dfat.gov.au](http://www.dfat.gov.au) and in the reports on Australian Government advertising prepared by the Department of Finance. Those reports are available at [www.finance.gov.au](http://www.finance.gov.au).

As required under Section 311A of the *Commonwealth Electoral Act 1918*, following is a list of agencies and organisations contracted by the department (including at overseas posts) to provide advertising and market research services. The list includes payments above \$12,700 (GST inclusive).

Table 22: Advertising and market research

Account name	Service provided	Program	Amount(\$)
Advertising agencies			
Arnold Furance Pty Ltd	Smartraveller advertising	2.1	1,788,493
Christian Outreach Centre	Red Frogs advertising	2.1	22,000
Australian Federation of Travel Agents	@mail advertising	2.1	15,180
Market research organisations			
Taylor Nelson Sofres Australia Pty Ltd	Smartraveller market research	2.1	73,788
IPSOS Public Affairs Pty Ltd	Smartraveller market research	2.1	108,460
Media advertising organisations			
Telstra Corporation	White Pages advertising	1.1, 2.1 & 2.2	237,611
Dentsu Mitchell Media Australia Pty Ltd	Smartraveller advertising	2.1	3,017,635



# APPENDIX 11:

## GRANTS AND CONTRIBUTIONS

Information on grants awarded by the department since 1 July 2007 is available at <http://dfat.gov.au/about-us/business-opportunities/grant-opportunities/Pages/grants-programs.aspx>

Table 23 lists payments made by the department totalling \$375.9 million, consisting of \$142.5 million to 28 international organisations and international treaty secretariats, including the United Nations, and \$233.4 million to 15 UN peacekeeping operations.

**Table 23: Contributions to international organisations and peacekeeping operations\***

International organisations	Total (\$)
ABAC Secretariat	49,607
Antarctic Treaty Secretariat	88,032
APEC Secretariat	501,451
Asia Europe Foundation	50,032
Biological Weapons Convention	60,372
Commission for the Conservation of Antarctic Marine Living Resources	923,281
Commonwealth Secretariat	4,415,199
Comprehensive Nuclear-Test-Ban Treaty	3,275,412
Convention on Cluster Munitions	11,099
Convention on Certain Conventional Weapons	46,355
Energy Charter Conference	322,419
International Atomic Energy Agency	13,635,632
International Bureau of the Permanent Court of Arbitration	32,312
International Centre for the Study of the Preservation and Restoration of Cultural Property	119,473
International Humanitarian Fact Finding Commission	12,296
International Seabed Authority	217,797
International Tribunal for the Law of the Sea	409,338
International Tribunals for War Crimes	3,050,981
Organisation for Economic Co-operation and Development	13,888,373
Organisation for the Prohibition of Chemical Weapons	2,446,558
Ottawa Convention	17,118
Other International Organisation contributions	803,517
Pacific Economic Cooperation	32,326

International organisations	Total (\$)
UN Educational, Scientific and Cultural Organization	10,421,050
United Nations—assessed contribution	83,689,846
Voluntary Principles on Security and Human Rights	32,511
Wassenaar Arrangement	68,250
World Trade Organization	3,841,602
<b>Subtotal international organisations</b>	<b>142,462,239</b>
International peacekeeping operations	Total (\$)
UN Disengagement Observer Force	1,548,969
UN Hybrid Operation in Darfur	31,292,305
UN Interim Mission in Kosovo	1,031,828
UN Interim Force in Lebanon	15,616,318
UN Mission for the Referendum in West Sahara	1,466,635
UN Mission in Liberia	9,858,770
UN Mission in South Sudan	33,443,593
UN Multidimensional Integrated Stabilization Mission in Central African Republic	25,436,361
UN Multidimensional Integrated Stabilization Mission Mali	28,928,771
UN Operations in Cote d'Ivoire	11,418,149
UN Organization Stabilisation Mission in Democratic Republic of Congo	39,881,158
UN Peacekeeping Force in Cyprus	834,491
UN Security Force for Abyei	6,132,620
UN Stabilization Mission in Haiti	10,611,729
UN Support Office for African Union Military Observer Mission Somalia	15,923,201
<b>Subtotal UN peacekeeping operations</b>	<b>233,424,898</b>
<b>Total</b>	<b>375,887,137</b>

\* Contributions to international organisations and UN peacekeeping operations are administered under Outcome 1. These figures are provided on an accrual basis consistent with the Financial Statements Note 13. Reporting of payments under the Outcome structure provides consistency with the reporting of these items in the *Portfolio Budget Statements 2015–2016* and the *Portfolio Additional Estimates Statements 2015–2016*.



# APPENDIX 12:

## LIST OF SPONSORS

The following is a list of sponsors who supported projects or programs undertaken by the department during the year. The list includes sponsorship equivalent to \$1,500 and above (GST inclusive).

Table 24: *List of sponsors*

Sponsor	Project/Event	Program	Amount (\$)
Australian Trade Commission	A Taste of Australia (Colombo)	1.1	1,501
Kingsbury Hotel	A Taste of Australia (Colombo)	1.1	7,688
Qantas Airways	A Taste of Australia (Colombo)	1.1	1,501
Victorian Government	A Taste of Australia (Colombo)	1.1	5,500
New Zealand Ministry of Foreign Affairs & Trade	Anzac Day 2016 (Bandar Seri Begawan)	1.1	2,714
ANZ (Dubai)	Australia Day 2016 (Abu Dhabi)	1.1	5,219
Austal Ships	Australia Day 2016 (Abu Dhabi)	1.1	5,219
GHD Global	Australia Day 2016 (Abu Dhabi)	1.1	5,219
Leighton Group (Al Habtoor)	Australia Day 2016 (Abu Dhabi)	1.1	5,219
Meat and Livestock Australia	Australia Day 2016 (Abu Dhabi)	1.1	1,740
Modelcraft	Australia Day 2016 (Abu Dhabi)	1.1	5,219
Murdoch University	Australia Day 2016 (Abu Dhabi)	1.1	5,219
National Bank of Abu Dhabi	Australia Day 2016 (Abu Dhabi)	1.1	3,479
Pierlite Middle East	Australia Day 2016 (Abu Dhabi)	1.1	5,219
Raine & Horne	Australia Day 2016 (Abu Dhabi)	1.1	1,740
Servcorp	Australia Day 2016 (Abu Dhabi)	1.1	5,219
University of Wollongong	Australia Day 2016 (Abu Dhabi)	1.1	5,219
University of Wollongong	Australia Day 2016 (Abu Dhabi)	1.1	5,219
VFS Global	Australia Day 2016 (Abu Dhabi)	1.1	5,219
Orica Argentina	Australia Day 2016 (Buenos Aires)	1.1	1,994
Qantas Airways	Australia Day 2016 (Buenos Aires)	1.1	1,994
QBE Seguros La Buenos Aires	Australia Day 2016 (Buenos Aires)	1.1	1,994
Sales de Jujuy	Australia Day 2016 (Buenos Aires)	1.1	1,994
ANZ	Australia Day 2016 (Hong Kong)	1.1	7,414
Aristocrat	Australia Day 2016 (Hong Kong)	1.1	7,414
Australian Federal Police	Australia Day 2016 (Hong Kong)	1.1	1,977

Sponsor	Project/Event	Program	Amount (\$)
Australian Trade Commission	Australia Day 2016 (Hong Kong)	1.1	4,119
Cheung Kong Group	Australia Day 2016 (Hong Kong)	1.1	7,414
CPA Australia	Australia Day 2016 (Hong Kong)	1.1	7,414
Department of Education and Training	Australia Day 2016 (Hong Kong)	1.1	1,977
Department of Immigration and Border Protection	Australia Day 2016 (Hong Kong)	1.1	4,119
Far East Consortium	Australia Day 2016 (Hong Kong)	1.1	7,414
Goodman Japan	Australia Day 2016 (Hong Kong)	1.1	7,414
Macquarie	Australia Day 2016 (Hong Kong)	1.1	7,414
MTR Corp	Australia Day 2016 (Hong Kong)	1.1	7,414
My Wine Man	Australia Day 2016 (Hong Kong)	1.1	7,414
QBE	Australia Day 2016 (Hong Kong)	1.1	7,414
Sino Group	Australia Day 2016 (Hong Kong)	1.1	7,414
Tourism Australia	Australia Day 2016 (Hong Kong)	1.1	7,414
Ambank	Australia Day 2016 (Kuala Lumpur)	1.1	7,071
Blackmores (Kuala Lumpur)	Australia Day 2016 (Kuala Lumpur)	1.1	7,071
Lend Lease Projects	Australia Day 2016 (Kuala Lumpur)	1.1	7,071
Lynas	Australia Day 2016 (Kuala Lumpur)	1.1	3,535
Malindo Airways	Australia Day 2016 (Kuala Lumpur)	1.1	7,071
Monash University	Australia Day 2016 (Kuala Lumpur)	1.1	7,071
NS Bluescope (Kuala Lumpur)	Australia Day 2016 (Kuala Lumpur)	1.1	7,071
Ramsay Sime Darby Health Care	Australia Day 2016 (Kuala Lumpur)	1.1	3,535
Servcorp	Australia Day 2016 (Kuala Lumpur)	1.1	1,768
Sportlight Stores	Australia Day 2016 (Kuala Lumpur)	1.1	1,768
Victorian Government	Australia Day 2016 (Kuala Lumpur)	1.1	2,643
MMG Las Bambas	Australia Day 2016 (Lima)	1.1	3,306
Clean Seas	Australia Day 2016 (London)	1.1	1,975
Negociants UK	Australia Day 2016 (London)	1.1	5,789
Austal (Riyadh)	Australia Day 2016 (Riyadh)	1.1	1,704
Australian Business Group of Saudi Arabia	Australia Day 2016 (Riyadh)	1.1	5,111
Box Hill Institute	Australia Day 2016 (Riyadh)	1.1	5,111
Modelcraft	Australia Day 2016 (Riyadh)	1.1	1,704
Monash University	Australia Day 2016 (Riyadh)	1.1	1,692
Servcorp (Riyadh)	Australia Day 2016 (Riyadh)	1.1	3,407





Sponsor	Project/Event	Program	Amount (\$)
Victorian Government	Australia Day 2016 (Riyadh)	1.1	5,111
Western Australian Government	Australia Day 2016 (Riyadh)	1.1	1,704
Worley Parsons Arabia	Australia Day 2016 (Riyadh)	1.1	5,111
Australian Trade Commission	Australia Day 2016 (Santiago)	1.1	3,000
BHP Chile	Australia Day 2016 (Santiago)	1.1	7,859
Harris Gómez Group	Australia Day 2016 (Santiago)	1.1	1,506
Orica Chile	Australia Day 2016 (Santiago)	1.1	6,188
Pacific Hydro Chile	Australia Day 2016 (Santiago)	1.1	2,063
Worley Parsons Chile	Australia Day 2016 (Santiago)	1.1	2,063
Pepper Savings Bank	Australia Day 2016 (Seoul)	1.1	2,318
Woodside Energy	Australia Day 2016 (Seoul)	1.1	4,868
Australian International School (Singapore)	Australia Day 2016 (Singapore)	1.1	9,408
BHP Billiton Marketing Asia	Australia Day 2016 (Singapore)	1.1	9,408
James Cook University	Australia Day 2016 (Singapore)	1.1	9,408
Lendlease Asia Holdings	Australia Day 2016 (Singapore)	1.1	9,408
National Australia Bank	Australia Day 2016 (Singapore)	1.1	9,408
QBE Insurance (Singapore)	Australia Day 2016 (Singapore)	1.1	4,704
Servcorp Serviced Offices	Australia Day 2016 (Singapore)	1.1	4,704
VISY	Australia Day 2016 (Singapore)	1.1	9,408
Westpac	Australia Day 2016 (Singapore)	1.1	4,704
Air Aroma Japan	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
All Nippon Airways	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
ANZ (Tokyo)	Australia Day in Spring 2016 (Tokyo)	1.1	13,425
Ashurst Australia	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
BHP Billiton (Japan)	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
Commonwealth Bank	Australia Day in Spring 2016 (Tokyo)	1.1	13,425
Goodman Japan	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
IFM Investors	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
Impex Corporation	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
Itochu Corporation	Australia Day in Spring 2016 (Tokyo)	1.1	2,148
Japan Airlines	Australia Day in Spring 2016 (Tokyo)	1.1	2,148
Jetstar Group	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
Macquarie Capital Securities (Japan)	Australia Day in Spring 2016 (Tokyo)	1.1	13,425
Mars Japan	Australia Day in Spring 2016 (Tokyo)	1.1	2,148

Sponsor	Project/Event	Program	Amount (\$)
Marubeni Corporation	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
Mitsubishi Japan	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
Mitsui & Co	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
National Australia Bank	Australia Day in Spring 2016 (Tokyo)	1.1	13,425
NEC Corporation	Australia Day in Spring 2016 (Tokyo)	1.1	2,148
Nikko Asset Management Australia	Australia Day in Spring 2016 (Tokyo)	1.1	13,425
North West Shelf Liaison Company	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
PriceWaterhouseCoopers (Tokyo)	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
Pro Global	Australia Day in Spring 2016 (Tokyo)	1.1	3,222
Qantas Airways	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
Queensland Government	Australia Day in Spring 2016 (Tokyo)	1.1	3,222
Rio Tinto (Japan)	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
Servcorp (Japan)	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
Smile and Associates	Australia Day in Spring 2016 (Tokyo)	1.1	2,954
Sojitz Corporation	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
Sumitomo Corporation	Australia Day in Spring 2016 (Tokyo)	1.1	3,652
Telstra International	Australia Day in Spring 2016 (Tokyo)	1.1	13,425
Toll Express Japan	Australia Day in Spring 2016 (Tokyo)	1.1	13,425
Tourism Australia	Australia Day in Spring 2016 (Tokyo)	1.1	5,370
Victorian Government	Australia Day in Spring 2016 (Tokyo)	1.1	3,222
Western Australian Government	Australia Day in Spring 2016 (Tokyo)	1.1	3,222
Docus Yayincilik	Australia in Turkey 2015 - Flying Fruit Fly Circus (Ankara)	1.1	8,242
Karnaval Radio	Australia in Turkey 2015 - Flying Fruit Fly Circus (Ankara)	1.1	11,000
Caixa	Australia Now Cultural Festival 2016 (Brasilia)	1.1	72,001
Catalyst	Australia Now Cultural Festival 2016 (Brasilia)	1.1	64,900
Centros Culturais Banco do Brasil	Australia Now Cultural Festival 2016 (Brasilia)	1.1	16,500
Council on Australia Latin America Relations	Australia Now Cultural Festival 2016 (Brasilia)	1.1	22,000
Etihad Airways	Australia Now Cultural Festival 2016 (Brasilia)	1.1	39,600
Karoon Gas	Australia Now Cultural Festival 2016 (Brasilia)	1.1	16,322



Sponsor	Project/Event	Program	Amount (\$)
PH1 Cine Video e Eventos	Australia Now Cultural Festival 2016 (Brasilia)	1.1	62,082
Prefeitura de São Paulo	Australia Now Cultural Festival 2016 (Brasilia)	1.1	96,000
Serviço Social da Indústria	Australia Now Cultural Festival 2016 (Brasilia)	1.1	357,530
Serviço Social do Comércio	Australia Now Cultural Festival 2016 (Brasilia)	1.1	1,733,345
Virada	Australia Now Cultural Festival 2016 (Brasilia)	1.1	364,200
Australia Israel Chamber of Commerce	Australian Film Festival in Israel (Tel Aviv)	1.1	32,024
Australia Israel Cultural Exchange	Australian Film Festival in Israel (Tel Aviv)	1.1	32,024
Park Hotel	Australian Indigenous Creativity Showcase (New Delhi)	1.1	3,788
Woolmark	Australian Women's Cricket Team Reception (London)	1.1	9,876
P Vijaykumar Reddy	Australian World Orchestra (Chennai)	1.1	27,156
Copyright Agency	Australian Writers Week 2016 (Beijing)	1.1	22,000
ANZ	Bangarra Dance Theatre Reception (Paris)	1.1	9,408
ANZ	Celebrate Australia 2016 (Manila)	1.1	3,473
Aureon Philippines	Celebrate Australia 2016 (Manila)	1.1	3,473
Austal Philippines	Celebrate Australia 2016 (Manila)	1.1	3,473
Australian International School (Manila)	Celebrate Australia 2016 (Manila)	1.1	3,473
Cardno Emerging Markets	Celebrate Australia 2016 (Manila)	1.1	3,473
Crone Partners	Celebrate Australia 2016 (Manila)	1.1	3,473
IDP Education	Celebrate Australia 2016 (Manila)	1.1	3,473
Macquarie Offshore Services (Manila)	Celebrate Australia 2016 (Manila)	1.1	3,473
Meat and Livestock Australia	Celebrate Australia 2016 (Manila)	1.1	2,315
Ocean Gold Philippines	Celebrate Australia 2016 (Manila)	1.1	3,473
QBE Group (Manila)	Celebrate Australia 2016 (Manila)	1.1	3,473
Red 5	Celebrate Australia 2016 (Manila)	1.1	3,473
SM Supermalls	Celebrate Australia 2016 (Manila)	1.1	197,844
SMEC Philippines	Celebrate Australia 2016 (Manila)	1.1	3,473
Telstra International	Celebrate Australia 2016 (Manila)	1.1	3,473
Horticulture Innovation Australia	Horticulture Innovation Australia and Indian Council of Agricultural Research Reception (New Delhi)	1.1	2,182
Bollore Africa Logistics	Melbourne Cup 2015 (Accra)	1.1	2,199

Sponsor	Project/Event	Program	Amount (\$)
Newmont Mining	Melbourne Cup 2015 (Accra)	1.1	3,664
Perseus Mining	Melbourne Cup 2015 (Accra)	1.1	1,832
Trans-Tasman Business Circle	Melbourne Cup 2015 (Wellington)	1.1	3,851
Woodside Energy (New Zealand)	Melbourne Cup 2015 (Wellington)	1.1	1,925
Hong Kong Fringe Club	My Australian Christmas Card Competition 2015 (Hong Kong)	1.1	494,250
ANZ (Noumea)	NAIDOC Reception (Noumea)	1.1	1,632
Digicel Vanuatu	Namatan Short Film Festival 2016 (Port Vila)	1.1	2,448
South Australian Government	South Australia Ministerial Visit Reception (New Delhi)	1.1	1,750
Commonwealth Bank	The Queen's Young Leaders Dinner (London)	1.1	19,751
CPA Australia	Trans-Tasman Dinner (Wellington)	1.1	9,627
Progressive Enterprises	Trans-Tasman Dinner (Wellington)	1.1	7,221
Trans-Tasman Business Circle	Trans-Tasman Dinner (Wellington)	1.1	11,553
Westpac (New Zealand)	Trans-Tasman Dinner (Wellington)	1.1	19,255
Woodside Energy (New Zealand)	Trans-Tasman Dinner (Wellington)	1.1	7,221
Austal USA	Various Cultural Programs (Washington)	1.1	6,549
Australia America Association	Various Cultural Programs (Washington)	1.1	6,549
Bectech	Various Cultural Programs (Washington)	1.1	6,549
Boeing	Various Cultural Programs (Washington)	1.1	6,549
Chevron	Various Cultural Programs (Washington)	1.1	26,195
Fluor Corporation	Various Cultural Programs (Washington)	1.1	6,549
Macquarie Group (Sydney)	Various Cultural Programs (Washington)	1.1	6,549
Macquarie Group (Washington DC)	Various Cultural Programs (Washington)	1.1	6,549
Northrop Grumman	Various Cultural Programs (Washington)	1.1	65,488
Rio Tinto	Various Cultural Programs (Washington)	1.1	26,195
<b>TOTAL</b>			<b>4,594,573</b>



# APPENDIX 13:

## SUMMARY OF THE OVERSEAS NETWORK

Following is a summary of the overseas network as at 30 June 2016.

More information about our overseas network is available at the department’s website at [www.dfat.gov.au/missions](http://www.dfat.gov.au/missions) and at [www.smartraveller.gov.au](http://www.smartraveller.gov.au).

**Table 25: Embassies, high commissions, consulates and multilateral missions managed by the Department of Foreign Affairs and Trade (100 posts)**

Country of location	City	Post type
Afghanistan	Kabul	Embassy
Argentina	Buenos Aires	Embassy
Austria	Vienna	Embassy and Permanent Mission to the United Nations
Bangladesh	Dhaka	High Commission
Belgium	Brussels	Embassy and Mission to the European Union
Brazil	Brasilia	Embassy
Brunei Darussalam	Bandar Seri Begawan	High Commission
Cambodia	Phnom Penh	Embassy
Canada	Ottawa	High Commission
Chile	Santiago	Embassy
China	Beijing	Embassy
	Chengdu	Consulate-General
	Guangzhou	Consulate-General
	Hong Kong	Consulate-General
	Shanghai	Consulate-General
Croatia	Zagreb	Embassy
Cyprus	Nicosia	High Commission
Denmark	Copenhagen	Embassy
Egypt	Cairo	Embassy
Ethiopia	Addis Ababa	Embassy
Federated States of Micronesia	Pohnpei	Embassy
Fiji	Suva	High Commission
France	Paris	Embassy*
	Paris	Delegation to the OECD
Germany	Berlin	Embassy
Ghana	Accra	High Commission
Greece	Athens	Embassy

Country of location	City	Post type
India	New Delhi	High Commission
	Chennai	Consulate-General
	Mumbai	Consulate-General
Indonesia	Jakarta	Embassy
	Jakarta ASEAN	Mission
	Bali (Denpasar)	Consulate-General
	Makassar	Consulate-General
Iran	Tehran	Embassy
Iraq	Baghdad	Embassy
Ireland	Dublin	Embassy
Israel	Tel Aviv	Embassy
Italy	Rome	Embassy and Permanent Mission to the FAO
Japan	Tokyo	Embassy
Jordan	Amman	Embassy
Kenya	Nairobi	High Commission
Kiribati	Tarawa	High Commission
Korea, Republic of	Seoul	Embassy
Kuwait	Kuwait City	Embassy
Laos	Vientiane	Embassy
Lebanon	Beirut	Embassy
Malaysia	Kuala Lumpur	High Commission
Malta	Malta	High Commission
Mauritius	Port Louis	High Commission
Mexico	Mexico City	Embassy
Mongolia	Ulaanbaatar**	Embassy
Myanmar	Yangon	Embassy
Nauru	Nauru	High Commission
Nepal	Kathmandu	Embassy
Netherlands	The Hague	Embassy
New Caledonia (France)	Noumea	Consulate-General
New Zealand	Wellington	High Commission
Nigeria	Abuja	High Commission
Pakistan	Islamabad	High Commission
Papua New Guinea	Port Moresby	High Commission
Peru	Lima	Embassy
Philippines	Manila	Embassy
Poland	Warsaw	Embassy



Country of location	City	Post type
Portugal	Lisbon	Embassy
Russia	Moscow	Embassy
Samoa	Apia	High Commission
Saudi Arabia	Riyadh	Embassy
Serbia	Belgrade	Embassy
Singapore	Singapore	High Commission
Solomon Islands	Honiara	High Commission
South Africa	Pretoria	High Commission
Spain	Madrid	Embassy
Sri Lanka	Colombo	High Commission
Sweden	Stockholm	Embassy
Switzerland	Geneva	Permanent Mission to the United Nations
	Geneva	Permanent Mission to the WTO and Consulate-General
Thailand	Bangkok	Embassy and Permanent Mission to ESCAP
	Phuket	Consulate-General
Timor-Leste	Dili	Embassy
Tonga	Nuku'alofa	High Commission
Trinidad and Tobago	Port of Spain	High Commission
Turkey	Ankara	Embassy
	Çanakkale	Consulate
Ukraine	Kyiv	Embassy#
United Arab Emirates	Abu Dhabi	Embassy
United Kingdom	London	High Commission
United States of America	Washington DC	Embassy
	Chicago	Consulate-General
	Honolulu	Consulate-General
	Los Angeles	Consulate-General
	New York	Consulate-General
	New York	Permanent Mission to the United Nations
Vanuatu	Port Vila	High Commission
Vatican City	Vatican City	Embassy to the Holy See
Vietnam	Hanoi	Embassy
	Ho Chi Minh City	Consulate-General
Zimbabwe	Harare	Embassy

\* The Australian Permanent Delegation to UNESCO is located within the embassy in Paris.

\*\* The consulate-general managed by Austrade in Ulaanbaatar was upgraded to an embassy in December 2015.

# The Australian Embassy in Kyiv, Ukraine, is an interim establishment.

Notes:

In Ramallah, the Australian Government maintains the Australian Representative Office.

In Taipei, the Australian Office represents Australian interests in Taiwan in the absence of formal relations. The office includes staff seconded from the Department of Foreign Affairs and Trade, and Austrade.

**Table 26: Consulates managed by Austrade (16 posts)**

Country of location	City	Post type
Brazil	São Paulo	Consulate-General
Canada	Toronto	Consulate-General
	Vancouver*	Consulate
Colombia	Bogotá	Consulate-General
Czech Republic	Prague*	Consulate
Germany	Frankfurt	Consulate-General
Italy	Milan	Consulate-General
Japan	Fukuoka	Consulate-General
	Osaka	Consulate-General
	Sapporo	Consulate
New Zealand	Auckland	Consulate-General
Russia	Vladivostok*	Consulate
Turkey	Istanbul	Consulate-General
United Arab Emirates	Dubai	Consulate-General
United States of America	Houston	Consulate-General
	San Francisco	Consulate-General

\* These consulates are managed by an honorary consul.

**Table 27: Consulates headed by honorary consuls (76 consulates)**

Region	Country of Location	City	Responsible Post
Africa	Angola	Luanda	Pretoria
	Botswana	Gaborone	Pretoria
	Cameroon	Yaoundé	Abuja
	Djibouti	Djibouti	Addis Ababa
	Madagascar	Antananarivo ***	Port Louis
	Malawi	Lilongwe ***	Harare
	Mozambique	Maputo	Pretoria
	Namibia	Windhoek	Pretoria
	Nigeria	Lagos	Abuja
	South Africa	Cape Town **	Pretoria
	Tanzania	Dar es Salaam	Nairobi
	Uganda	Kampala	Nairobi
	Zambia	Lusaka **	Harare





Region	Country of Location	City	Responsible Post
Asia	Indonesia	Balikpapan **	Jakarta
		Kupang **	Jakarta
		Medan **	Jakarta
	Kazakhstan	Almaty***	Moscow
	Korea, Republic of	Busan	Seoul
	Malaysia	Kota Kinabalu	Kuala Lumpur
		Kuching	Kuala Lumpur
		Penang	Kuala Lumpur
	Pakistan	Karachi	Islamabad
		Lahore	Islamabad
	Phillippines, The	Cebu***	Manila
	Thailand	Chiang Mai***	Bangkok
		Koh Samui***	Bangkok
		Phuket	Bangkok
Pacific	French Polynesia (France)	Papeete	Noumea
	Papua New Guinea	Lae	Port Moresby
Europe	Bosnia and Herzegovina	Sarajevo	Vienna
	Bulgaria	Sofia	Athens
	Czech Republic	Prague *	Warsaw
	Estonia	Tallinn	Stockholm
	Finland	Helsinki	Stockholm
	Former Yugoslav Republic of Macedonia	Skopje	Belgrade
	Germany	Munich**	Berlin
	Greece	Thessaloniki	Athens
	Italy	Venice	Rome
	Latvia	Riga	Stockholm
	Lithuania	Vilnius	Warsaw
	Norway	Oslo**	Copenhagen
	Romania	Bucharest	Athens
	Russia	St Petersburg	Moscow
		Vladivostok *	Moscow
	Slovenia	Ljubljana	Vienna
	Spain	Barcelona	Madrid
		Seville **	Madrid
	Switzerland	Zurich	Berlin

Region	Country of Location	City	Responsible Post
North America	Ukraine	Kyiv	Warsaw
	United Kingdom	Edinburgh**	London
	Canada	Calgary ***	Ottawa
		Vancouver *	Ottawa
	United States of America	Boston **	New York CG
		Denver	Los Angeles
		Miami	Washington DC
Central/South America	Bolivia	La Paz	Lima
	Brazil	Rio de Janeiro	Brasilia
	Costa Rica	San Jose	Mexico City
	Dominican Republic	Santo Domingo ***	Mexico City
	Ecuador	Guayaquil	Santiago
	El Salvador	San Salvador	Mexico City
	Guatemala	Guatemala City**	Mexico City
	Guyana	Georgetown	Port of Spain
	Honduras	Tegucigalpa	Mexico City
	Mexico	Cancún	Mexico City
	Nicaragua	Managua	Mexico City
	Panama	Panama City***	Mexico City
	Paraguay	Asunción	Buenos Aires
	Uruguay	Montevideo	Buenos Aires
Caribbean	Antigua and Barbuda	St John's	Port of Spain
	Bahamas	Nassau	Port of Spain
	Barbados	St James	Port of Spain
	Grenada	St George's**	Port of Spain
	Jamaica	Kingston	Port of Spain
Middle East	Oman	Muscat	Riyadh
	Saudi Arabia	Jeddah ***	Riyadh

\* Austrade-managed consulate.

\*\* Temporarily closed as at 30 June 2016.

\*\*\* Pending appointment of honorary consul.



**Table 28: Places where Canada provides consular services to Australian citizens**

Country/consular area	Canadian post responsible	Australian supervising post
Algeria	Algiers	Paris Embassy
Burkina Faso	Ouagadougou	Accra
Cote D'Ivoire	Abidjan	Accra
Cuba	Havana	Mexico City
Democratic Republic of Congo	Kinshasa	Harare
Dominican Republic	Santa Domingo	Mexico City
Ecuador	Quito	Santiago de Chile
Gabon	Yaoundé	Abuja
Gambia, The	Dakar	Abuja
Guinea	Dakar	Accra
Hungary	Budapest	Vienna
Iceland	Reykjavik	Copenhagen
Kazakhstan	Astana	Moscow
Mali	Bamako	Accra
Morocco	Rabat	Paris Embassy
Panama	Panama City	Mexico City
Senegal	Dakar	Accra
Tunisia	Tunis	Malta
Venezuela	Caracas	Santiago de Chile

Table 29: Places where Australia provides consular services to Canadian citizens

Country/consular area	Australian post responsible	Canadian supervising post
American Samoa	Apia	Wellington
Bali (Indonesia)	Bali (Denpasar)	Jakarta
Commonwealth of Northern Mariana Islands	Pohnpei	Canberra
Federated States of Micronesia	Pohnpei	Canberra
French Polynesia (France)	Noumea	Wellington
Guam	Pohnpei	Canberra
Hawaii	Honolulu	San Francisco
Kiribati	Tarawa	Wellington
Marshall Islands	Pohnpei	Canberra
Nauru	Nauru	Canberra
New Caledonia (France)	Noumea	Canberra
Nusa Tenggara Barat (Indonesia)	Bali (Denpasar)	Jakarta
Palau	Pohnpei	Canberra
Papua New Guinea	Port Moresby	Canberra
Samoa	Apia	Wellington
Solomon Islands	Honiara	Canberra
Timor-Leste	Dili	Jakarta
Tonga	Nuku'alofa	Wellington
Vanuatu	Port Vila	Canberra



# APPENDIX 14:

## LIST OF CORRECTIONS

The following errors appeared in *DFAT Annual Report 2014–15*:

• **Consular services**

**Table 11: Consular services provided to Australian travellers, line 7**

**As printed on p. 200:**

Cases of Australians arrested overseas	1,069	1,181	1,136	1,185	1,257
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**Correct entry**

Cases of Australians arrested overseas	1,069	1,181	1,136	1,185	1,256
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• **Appendix 6—Inquiries by parliamentary committees**

**Omission on p. 264:**

**Additional text:**

**Joint Standing Committee on Foreign Affairs, Defence and Trade**

Departmental officers appeared before the Joint Standing Committee on Foreign Affairs, Defence and Trade as witnesses in relation to:

Australia’s trade and investment relationships with countries of the Middle East, hearing 26 November 2014.

• **Appendix 14—Table 35: Embassies, high commissions, consulates and multilateral missions managed by the Department of Foreign Affairs and Trade (96 posts)**

**As printed on p. 282:**

Table 35: Embassies, high commissions, consulates and multilateral missions managed by the Department of Foreign Affairs and Trade (96 posts)

**Correct text:**

Table 35: Embassies, high commissions, consulates and multilateral missions managed by the Department of Foreign Affairs and Trade (97 posts)

**As printed on p. 283:**

Country of location	City	Post type
Indonesia	Jakarta	Embassy
	Bali (Denpasar)	Consulate-General

**Correct entries:**

Country of location	City	Post type
Indonesia	Jakarta	Embassy
	Jakarta ASEAN	Mission
	Bali (Denpasar)	Consulate-General

- **Table 23: Employees covered by the Enterprise Agreement, determinations, individual flexibility agreements and remuneration supplementation agreements as at the 30 June 2015 (excluding locally engaged employees overseas)**

As printed on p. 251, rows 6, 7 & 10:

Enterprise Agreement			Determinations, individual flexibility agreements and remuneration supplementation agreements			Total
APS Level	Salary Min	Salary Max	No. of staff	Salary Min	Salary Max	No. of staff
Medical Officers		n.a.		175,170	213,654	9
<b>Subtotal non-SES</b>			<b>3,425</b>			<b>42</b>
SES ***		n.a.		177,457	428,075	265
<b>Subtotal SES</b>			<b>0</b>			<b>265</b>
<b>Total</b>			<b>3,425</b>			<b>307</b>

Correct rows:

Enterprise Agreement			Determinations, individual flexibility agreements and remuneration supplementation agreements			Total
APS Level	Salary Min	Salary Max	No. of staff	Salary Min	Salary Max	No. of staff
Medical Officers	175,170	213,654	9			9
<b>Subtotal non-SES</b>			<b>3,434</b>			<b>33</b>
SES ***		n.a.		177,457	428,075	265
<b>Subtotal SES</b>			<b>0</b>			<b>265</b>
<b>Total</b>			<b>3,434</b>			<b>298</b>



## APPENDIX 15:

### LIST OF REQUIREMENTS

PGPA Rule Reference	Part of Report	Description	Requirement
<b>17AD(g)</b>	<b>Letter of transmittal</b>		
17AI	<b>v</b>	A copy of the letter of transmittal signed and dated by accountable authority on date final text approved, with statement that the report has been prepared in accordance with section 46 of the Act and any enabling legislation that specifies additional requirements in relation to the annual report.	Mandatory
<b>17AD(h)</b>	<b>Aids to access</b>		
17AJ(a)	<b>viii–ix</b>	Table of contents.	Mandatory
17AJ(b)	<b>350–61</b>	Alphabetical index.	Mandatory
17AJ(c)	<b>341</b>	Glossary of abbreviations and acronyms.	Mandatory
17AJ(d)	<b>252</b>	List of requirements.	Mandatory
17AJ(e)	<b>iv</b>	Details of contact officer.	Mandatory
17AJ(f)	<b>iv</b>	Entity's website address.	Mandatory
17AJ(g)	<b>iv</b>	Electronic address of report.	Mandatory
<b>17AD(a)</b>	<b>Review by accountable authority</b>		
17AD(a)	<b>3–4</b>	A review by the accountable authority of the entity.	Mandatory
<b>17AD(b)</b>	<b>Overview of the entity</b>		
17AE(1)(a)(i)	<b>5–6, 14</b>	A description of the role and functions of the entity.	Mandatory
17AE(1)(a)(ii)	<b>7</b>	A description of the organisational structure of the entity.	Mandatory
17AE(1)(a)(iii)	<b>8</b>	A description of the outcomes and programmes administered by the entity.	Mandatory
17AE(1)(a)(iv)	<b>5, 14</b>	A description of the purposes of the entity as included in corporate plan.	Mandatory
17AE(1)(b)	<b>9</b>	An outline of the structure of the portfolio of the entity.	Portfolio departments mandatory
17AE(2)	<b>n.a.</b>	Where the outcomes and programmes administered by the entity differ from any Portfolio Budget Statement, Portfolio Additional Estimates Statement or other portfolio estimates statement that was prepared for the entity for the period, include details of variation and reasons for change.	If applicable, Mandatory
<b>17AD(c)</b>	<b>Report on the Performance of the entity</b>		
	<b>Annual performance Statements</b>		
17AD(c)(i); 16F	<b>13–182</b>	Annual performance statement in accordance with paragraph 39(1)(b) of the Act and section 16F of the Rule.	Mandatory
<b>17AD(c)(ii)</b>	<b>Report on Financial Performance</b>		
17AF(1)(a)	<b>183–5</b>	A discussion and analysis of the entity's financial performance.	Mandatory
17AF(1)(b)	<b>216–21</b>	A table summarising the total resources and total payments of the entity.	Mandatory

PGPA Rule Reference	Part of Report	Description	Requirement
17AF(2)	n.a.	If there may be significant changes in the financial results during or after the previous or current reporting period, information on those changes, including: the cause of any operating loss of the entity; how the entity has responded to the loss and the actions that have been taken in relation to the loss; and any matter or circumstances that it can reasonably be anticipated will have a significant impact on the entity's future operation or financial results.	If applicable, Mandatory.
17AD(d)	Management and Accountability		
	Corporate Governance		
17AG(2)(a)	v	Information on compliance with section 10 (fraud systems)	Mandatory
17AG(2)(b)(i)	v	A certification by accountable authority that fraud risk assessments and fraud control plans have been prepared.	Mandatory
17AG(2)(b)(ii)	v	A certification by accountable authority that appropriate mechanisms for preventing, detecting incidents of, investigating or otherwise dealing with, and recording or reporting fraud that meet the specific needs of the entity are in place.	Mandatory
17AG(2)(b)(iii)	v	A certification by accountable authority that all reasonable measures have been taken to deal appropriately with fraud relating to the entity.	Mandatory
17AG(2)(c)	190–4	An outline of structures and processes in place for the entity to implement principles and objectives of corporate governance.	Mandatory
17AG(2)(d)—(e)	n.a.	A statement of significant issues reported to Minister under paragraph 19(1)(e) of the Act that relates to noncompliance with Finance law and action taken to remedy noncompliance.	If applicable, Mandatory
	External Scrutiny		
17AG(3)	195–6	Information on the most significant developments in external scrutiny and the entity's response to the scrutiny.	Mandatory
17AG(3)(a)	195, 226	Information on judicial decisions and decisions of administrative tribunals and by the Australian Information Commissioner that may have a significant effect on the operations of the entity.	If applicable, Mandatory
17AG(3)(b)	195–6	Information on any reports on operations of the entity by the AuditorGeneral (other than report under section 43 of the Act), a Parliamentary Committee, or the Commonwealth Ombudsman.	If applicable, Mandatory
17AG(3)(c)	n.a.	Information on any capability reviews on the entity that were released during the period.	If applicable, Mandatory
	Management of Human Resources		
17AG(4)(a)	197–9	An assessment of the entity's effectiveness in managing and developing employees to achieve entity objectives.	Mandatory
17AG(4)(b)		Statistics on the entity's APS employees on an ongoing and nonongoing basis; including the following:	Mandatory
	210	• Statistics on staffing classification level;	
	211	• Statistics on fulltime employees;	
	211	• Statistics on parttime employees;	
	210–3	• Statistics on gender;	
	213	• Statistics on staff location;	
	198	• Statistics on employees who identify as Indigenous.	





PGPA Rule Reference	Part of Report	Description	Requirement
17AG(4)(c)	<b>199, 214</b>	Information on any enterprise agreements, individual flexibility arrangements, Australian workplace agreements, common law contracts and determinations under subsection 24(1) of the <i>Public Service Act 1999</i> .	Mandatory
17AG(4)(c)(i)	<b>214</b>	Information on the number of SES and nonSES employees covered by agreements etc identified in paragraph 17AD(4)(c).	Mandatory
17AG(4)(c)(ii)	<b>214</b>	The salary ranges available for APS employees by classification level.	Mandatory
17AG(4)(c)(iii)	<b>199</b>	A description of nonsalary benefits provided to employees.	Mandatory
17AG(4)(d)(i)	<b>215</b>	Information on the number of employees at each classification level who received performance pay.	If applicable, Mandatory
17AG(4)(d)(ii)	<b>215</b>	Information on aggregate amounts of performance pay at each classification level.	If applicable, Mandatory
17AG(4)(d)(iii)	<b>215</b>	Information on the average amount of performance payment, and range of such payments, at each classification level.	If applicable, Mandatory
17AG(4)(d)(iv)	<b>215</b>	Information on aggregate amount of performance payments.	If applicable, Mandatory
<b>Assets Management</b>			
17AG(5)	<b>200</b>	An assessment of effectiveness of assets management where asset management is a significant part of the entity's activities.	If applicable, mandatory
<b>Purchasing</b>			
17AG(6)	<b>200-01</b>	An assessment of entity performance against the Commonwealth Procurement Rules.	Mandatory
<b>Consultants</b>			
17AG(7)(a)	<b>201</b>	A summary statement detailing the number of new contracts engaging consultants entered into during the period; the total actual expenditure on all new consultancy contracts entered into during the period (inclusive of GST); the number of ongoing consultancy contracts that were entered into during a previous reporting period; and the total actual expenditure in the reporting year on the ongoing consultancy contracts (inclusive of GST).	Mandatory
17AG(7)(b)	<b>201</b>	A statement that "During [reporting period], [specified number] new consultancy contracts were entered into involving total actual expenditure of \$[specified million]. In addition, [specified number] ongoing consultancy contracts were active during the period, involving total actual expenditure of \$[specified million]".	Mandatory
17AG(7)(c)	<b>201</b>	A summary of the policies and procedures for selecting and engaging consultants and the main categories of purposes for which consultants were selected and engaged.	Mandatory
17AG(7)(d)	<b>201</b>	A statement that "Annual reports contain information about actual expenditure on contracts for consultancies. Information on the value of contracts and consultancies is available on the AusTender website."	Mandatory
<b>Australian National Audit Office Access Clauses</b>			
17AG(8)	<b>n.a.</b>	If an entity entered into a contract with a value of more than \$100 000 (inclusive of GST) and the contract did not provide the AuditorGeneral with access to the contractor's premises, the report must include the name of the contractor, purpose and value of the contract, and the reason why a clause allowing access was not included in the contract.	If applicable, Mandatory

PGPA Rule Reference	Part of Report	Description	Requirement
<b>Exempt contracts</b>			
17AG(9)	<b>201</b>	If an entity entered into a contract or there is a standing offer with a value greater than \$10 000 (inclusive of GST) which has been exempted from being published in AusTender because it would disclose exempt matters under the FOI Act, the annual report must include a statement that the contract or standing offer has been exempted, and the value of the contract or standing offer, to the extent that doing so does not disclose the exempt matters.	If applicable, Mandatory
<b>Small business</b>			
17AG(10)(a)	<b>201</b>	A statement that "[Name of entity] supports small business participation in the Commonwealth Government procurement market. Small and Medium Enterprises (SME) and Small Enterprise participation statistics are available on the Department of Finance's website."	Mandatory
17AG(10)(b)	<b>201</b>	An outline of the ways in which the procurement practices of the entity support small and medium enterprises.	Mandatory
17AG(10)(c)	<b>201</b>	If the entity is considered by the Department administered by the Finance Minister as material in nature—a statement that "[Name of entity] recognises the importance of ensuring that small businesses are paid on time. The results of the Survey of Australian Government Payments to Small Business are available on the Treasury's website."	If applicable, Mandatory
<b>Financial Statements</b>			
17AD(e)	<b>259–337</b>	Inclusion of the annual financial statements in accordance with subsection 43(4) of the Act.	Mandatory
17AD(f)	<b>Other Mandatory Information</b>		
17AH(1)(a)(i)	<b>233</b>	If the entity conducted advertising campaigns, a statement that "During [reporting period], the [name of entity] conducted the following advertising campaigns: [name of advertising campaigns undertaken]. Further information on those advertising campaigns is available at [address of entity's website] and in the reports on Australian Government advertising prepared by the Department of Finance. Those reports are available on the Department of Finance's website."	If applicable, Mandatory
17AH(1)(a)(ii)	<b>n.a.</b>	If the entity did not conduct advertising campaigns, a statement to that effect.	If applicable, Mandatory
17AH(1)(b)	<b>234</b>	A statement that "Information on grants awarded to [name of entity] during [reporting period] is available at [address of entity's website]."	If applicable, Mandatory
17AH(1)(c)	<b>198</b>	Outline of mechanisms of disability reporting, including reference to website for further information.	Mandatory
17AH(1)(d)	<b>195</b>	Website reference to where the entity's Information Publication Scheme statement pursuant to Part II of FOI Act can be found.	Mandatory
17AH(1)(e)	<b>250–1</b>	Correction of material errors in previous annual report	If applicable, mandatory
17AH(2)	<b>227–30, 233</b>	Information required by other legislation	Mandatory

