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## Appendices

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	<b>Page</b>
Appendix 1 – Employees of the office	112
Appendix 2 – Composition of office committees	113
Appendix 3 – List of clients	115
Appendix 4 – Use of external service providers for the 2007-08 audit cycle	120
Appendix 5 – External audit service providers	121
Appendix 6 – Asset management, risk and pricing policy and Government procurement	122
Appendix 7 – Superannuation declaration	124
Appendix 8 – Service on other committees	125

## Appendix 1 – Employees of the Office

As at 30 June 2008 the Office employed 39 full-time employees and three part-time employees and one contractor.

Employee	Position	Location
Mike Blake	Auditor-General	Hobart
<b>Financial Audit Services</b>		
Ric De Santi	Deputy Auditor-General	Hobart
Neville l'Anson	Manager – Financial Audit	Hobart
Jeff Tongs	Manager – Financial Audit	Hobart
Andrew Barron	Principal Financial Auditor	Hobart
Damian Cook	Principal Financial Auditor	Hobart
Tony Knight	Principal Financial Auditor	Hobart
Rob Luciani	Principal Financial Auditor	Launceston
Christina Buell	Senior Financial Auditor	Hobart
Philip Chung	Senior Financial Auditor	Hobart
Jara Dean	Senior Financial Auditor	Hobart
Andrew Eizsele	Senior Financial Auditor	Hobart
Simone Hopwood	Senior Financial Auditor	Launceston
Geoff Morffew	Senior Financial Auditor	Hobart
Debbie Scott	Senior Financial Auditor	Launceston
Rachel Wilson	Senior Financial Auditor	Launceston
Fabiola Solis	Senior Financial Auditor – Level 2	Hobart
Kylie Cook	Financial Auditor	Hobart
Wayne Oates	Financial Auditor	Hobart
Jesse Penfold	Financial Auditor	Hobart
Sashi Ram	Financial Auditor	Hobart
Suzanne Xue	Financial Auditor	Hobart
Thomas Bock	Audit Cadet	Launceston
Rebecca Clarke	Audit Cadet	Launceston
Raechel Filler	Audit Cadet	Hobart
Matthew Graver	Audit Cadet	Hobart
Tina Wang	Audit Cadet	Hobart
Monique Poxon	Audit Contractor	Hobart
<b>Performance Audit Services</b>		
Geoff Driscoll	General Manager	Hobart
Simon Andrews	Principal Performance Analyst	Hobart
Geoff Fisher	Principal Performance Analyst	Hobart
Rosina Beaumont	Senior Performance Analyst	Hobart
Danny Moore	Senior Performance Analyst	Hobart
Beverley Pasanen	Performance Analyst	Hobart
Brendon Thomas	Performance Analyst	Hobart
<b>Support Services</b>		
David Strong	General Manager - Strategy and Governance	Hobart
Rachael Daniels	Manager - Finance and Human Resources	Hobart
Rohan Grant	Manager – ICT and Information Management	Hobart
Catherine De Santi	Executive Officer – Finance	Hobart
Sandra O'Connor	Executive Officer – Finance and Payroll	Hobart
Robyn Smith	Executive Officer – Executive Support and Records	Hobart
Jessica Balding	Executive Officer – HR and FAS	Hobart
Jacob Whitehill	Executive Officer – ICT and IM – Traineeship	Hobart

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## Appendix 2 - Composition of Office Committees

### Executive Management Team

The members of the team are:

- Mike Blake – Chair
- Ric De Santi
- Geoff Driscoll and
- David Strong

### Senior Management Team

The members of the team are:

- Mike Blake – Chair
- Ric De Santi
- Geoff Driscoll
- David Strong
- Neville I'Anson
- Jeff Tongs
- Geoff Fisher
- Simon Andrews
- Rachael Daniels and
- Rohan Grant

### Human Resources Committee

The members of the committee are:

- David Strong - Chair
- Simon Andrews
- Rachael Daniels
- Debbie Scott / Rachel Wilson
- Tony Knight and
- Jessica Balding.

### Information Management Committee

The members of the committee are:

- Ric De Santi – Chair
- David Strong
- Rohan Grant
- Geoff Fisher and
- Jeffrey Tongs.

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## Health and Safety Committee

The members of the committee are:

- o Rachael Daniels – Chair
- o Tony Knighti
- o Sandra O'Connor and
- o Beverley Pasanen.

## Making A Difference (MAD) Team

The members of the committee are:

- o Ric De Santi
- o Rachael Daniels
- o Jara Dean
- o Damian Cook
- o Simon Andrews
- o Geoff Fisher
- o Narelle Hind
- o Philip Chung and
- o Danny Moore.

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## Appendix 3 – List of Clients and Audits

### Executive and Legislature

Office of the Governor

House of Assembly

Legislative Council

Legislature-General

### Ministerial Departments

Department of Economic Development and Tourism

Department of Education

Department of Health and Human Services

Department of Infrastructure, Energy and Resources

Department of Justice

Department of Police and Emergency Management

Department of Premier and Cabinet

Department of Primary Industries and Water

Department of Environment, Parks, Heritage and the Arts

Department of Treasury and Finance

- Treasurer's Annual Financial Report – Budget Outcomes Statements and Public Account Statements
- Consolidated Financial Statements for the State of Tasmania

### Government Business Enterprises

Forestry Tasmania

Hydro-Electric Corporation

- Bell Bay Power Pty Ltd
- Bell Bay Three Pty Ltd
- Hydro Consulting (Holding) Pty Ltd
- Lofty Ranges Power Pty Ltd
- RE Storage Holding Pty Ltd

Motor Accidents Insurance Board

Port Arthur Historic Site Management Authority

Printing Authority of Tasmania\*\*\*

Rivers and Water Supply Commission

Southern Regional Cemetery Trust\*\*\*

Tasmanian Public Finance Corporation

The Public Trustee

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## State Owned Companies

Aurora Energy Pty Ltd

- Ezikey Group Pty Ltd

King Island Port Corporation Pty Ltd

Metro Tasmania Pty Ltd

Tasmanian Ports Corporation Pty Ltd

TOTE Tasmania Pty Ltd

Transend Networks Pty Ltd

TT Line Company Pty Ltd

## Statutory Authorities

National Trust of Australia (Tasmania)

Private Forests Tasmania

Retirement Benefits Fund Board

- RBF Tas Planning Pty Ltd

State Fire Commission

Sullivans Cove Waterfront Authority

TAFE Tasmania

Tasmanian Dairy Industry Authority

Tasmanian Development and Resources

Travel Agents Licensing Board

## Local Government

### Councils:

Break O'Day Council

Brighton Council

Burnie City Council

Central Coast Council

Central Highlands Council

Circular Head Council

Clarence City Council

Derwent Valley Council

Devonport City Council

Dorest Council

Flinders Council

George Town Council

Glamorgan Spring Bay Council

Glenorchy City Council

Hobart City Council

Huon Valley Council

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Kentish Council  
King Island Council  
Kingborough Council  
Latrobe Council  
Launceston City Council  
Meander Valley Council  
Northern Midlands Council  
Sorell Council  
Southern Midlands Council  
Tasman Council  
Waratah-Wynyard Council  
West Coast Council  
West Tamar Council

#### **Authorities:**

Copping Refuse Disposal Site Joint Authority  
Cradle Coast Authority  
Cradle Coast Water Authority  
Dulverton Regional Waste Management Authority  
Esk Water Authority  
Hobart Regional Water Authority  
Local Government Association of Tasmania  
Southern Tasmanian Councils Association  
Southern Waste Strategy Authority

#### **Public Bodies**

Aboriginal Land Council of Tasmania  
ANZAC Day Trust  
Board of Architects\*  
Brittons Swamp Drainage Trust \*  
Cheshunt Drainage Trust \*  
Chiropractors and Osteopaths Registration Board\*  
Clyde Water Trust  
Council of Law Reporting  
Davy Point Drainage Trust \*  
Dental Board of Tasmania\*  
Dental Prosthetists Registration Board of Tasmania\*  
Don River Irrigation Water Trust \*  
Egg Lagoon Drainage Trust \*  
Elizabeth Macquarie Irrigation Trust \*  
Forests and Forest Industry Council – Helsham Agreement Grant Account\*\*

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Forest Practices Board  
Forthside Irrigation Water Trust \*  
Government Prices Oversight Commission  
Housing Tasmania  
    ▪ Home Ownership Assistance Program\*\*  
Inland Fisheries Service  
Jim Bacon Foundation  
Lake Nowhere-Else Dam / Whitemark Creek Irrigation Trust \*  
Launceston Sailors Home Trust  
Lawrenny Irrigation Trust \*  
Legal Aid Commission of Tasmania  
Lobster Rivulet Drainage Trust \*  
Marine and Safety Tasmania  
Medical Council of Tasmania\*  
Mowbray Swamp Drainage Trust \*  
National Heritage Trust  
Nominal Insurer  
Northern Tasmanian Natural Resource Management Regional Committee \*  
Nursing Board of Tasmania\*  
Office of the Ombudsman and Health Complaints Commissioner  
Office of the Tasmanian Energy Regulator  
Optometrists Registration Board \*  
Pharmacy Board of Tasmania\*  
Physiotherapists Registration Board \*  
Plumbers and Gasfitters Registration Board\*  
Podiatrists Registration Board\*  
Psychologists Registration Board\*  
Radiographers Registration Board\*  
Richmond Irrigation Trust \*  
Royal Tasmanian Botanical Gardens  
Tamar Region Natural Resource Management Strategy Reference Group Inc.  
Tasmanian Ambulance Service  
Tasmanian Arts Advisory Board \*  
Tasmanian Beef Industry (Research and Development) Trust  
Tasmanian Building and Construction Industry Training Board  
Tasmanian Community Fund  
Tasmanian Heritage Council  
Tasmanian Land Conservancy Inc \*  
Tasmanian Museum and Art Gallery  
Tasmanian Risk Management Fund  
Tasmanian Wilderness World Heritage Area\*\*

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Teachers Registration Board

Theatre Royal Management Board

The Southern Tasmanian Natural Resource Management Regional Committee \*

Togari Drainage Trust \*

Tsuneichi Fujii Fellowship Trust

University of Tasmania

- UTAS Innovations Ltd
- Higher Education Research Data Collection\*\*

Wellington Park Management Trust

Western Creek Drainage Trust \*

Workcover Tasmania Board

Workers Rehabilitation and Compensation Tribunal

\* Audits Dispensed with

\*\* Grant Acquittal

\*\*\*Final audit

## Appendix 4 - Use of External Audit Service Providers for the 2007-08 Audit Cycle

The following table sets out the commitments to external audit service providers for the 2007-08 financial statement audits.

Client	Contractor	Fee(\$'000) (excl GST)
Aboriginal Land Council	R J Ruddick	2
Circular Head Council	AG Synetec Pty Ltd	18
Clarence City Council	WHK Denison	22
Copping Refuse Disposal Site Joint Authority	WHK Denison	TBA
Council of Law Reporting	KPMG – Hobart	1
Cradle Coast Water Authority	Garrott and Garrott	10
Department of Infrastructure, Energy and Resources	Wise Lord and Ferguson	88
Department of Justice	KPMG – Hobart	61
Forest Practices Board	BDO Kendalls	2
George Town Council	Garrott and Garrott	11
Glamorgan-Spring Bay Council	Garrott and Garrott	16
Glenorchy City Council	Deloitte Touche Tohmatsu – Hbt	35
Government Prices Oversight Commission	BDO Kendalls	3
Hydro-Electric Corporation	Wise Lord and Ferguson	163
Northern Midlands Council	Garrott and Garrott	14
Office of the Energy Regulator	BDO Kendalls	3
Port Arthur Historic Site Management Authority	WHK Denison	25
Rivers and Water Supply Commission	BDO Kendalls	14
Royal Tasmanian Botanical Gardens	BDO Kendalls	8
Southern Regional Cemetery Trust	WHK Denison	8
Southern Waste Strategy Authority	BDO Kendalls	3
Sullivans Cove Waterfront Authority	Wise Lord and Ferguson	6
Tasmanian Beef Industry (Research and Development) Trust	R J Ruddick	1
Tasmanian Building and Construction Industry Training Board	Wise Lord and Ferguson	9
Tasmanian Community Fund	BDO Kendalls	2
Tasmanian Dairy Industry Association	R J Ruddick	3
Tasmanian Museum and Art Gallery	Wise Lord and Ferguson	3
Tasmanian Public Finance Corporation	Wise Lord and Ferguson	87

<b>Client</b>	<b>Contractor</b>	<b>Fee(\$'000) (excl GST)</b>
Teachers Registration Board	BDO Kendalls	2
Transend Networks Pty Ltd	Deloitte Touche Tohmatsu – Hbt	82
Travel Agents Licensing Board	KPMG – Hobart	1
TT-Line Pty Ltd	Deloitte Touche Tohmatsu – Ltn	39
Wellington Park Management Trust	BDO Kendalls	3
Workcover Tasmania Board	KPMG – Hobart	3
Workers Rehabilitation and Compensation Tribunal	KPMG – Hobart	3
	<b>Total</b>	<b>751</b>

## Appendix 5 – External Audit Service Providers

The following auditing firms are included in the Register of External Audit Services Providers applied by the Office:

<b>Name of Firm</b>	<b>Ranking</b>
AG Synectec Pty Ltd - Devonport	Medium and Small
Deloitte Touche Tohmatsu – Hobart	Large and Medium
Deloitte Touche Tohmatsu – Launceston	Medium and Small
Garrott and Garrott - Launceston	Medium and Small
BDO Kendalls - Hobart	Medium and Small
KPMG – Hobart	Large, Medium and Small
KPMG – Launceston	Medium and Small
RSM Bird Cameron – Melbourne	Large and Medium
R J Ruddick – Launceston	Medium and Small
WHK Denison - Hobart	Medium and Small
Wise Lord and Ferguson - Hobart	Large, Medium and Small

During 2007-08 AG Synectic Pty Ltd was added to the list of external audit service providers as a result of our annual tender process.

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## Appendix 6 – Asset Management, Risk and Pricing Policy, and Government Procurement

### Major capital projects

By the very nature of our business we have limited investment in capital works. From time to time we undertake minor works associated with fit-outs of the tenancies leased.

At the time of this report we have a submission before the Government for funding to relocate to new premises.

### Asset management

The financial statements for 2007-08 are reported on an accrual basis, and contain full details of our asset management policies as notes to the statements.

Office assets have been recorded in accordance with our accounting policies and procedures, and these amounts are disclosed in the statements, together with appropriate policies.

Details of our assets are recorded in the asset module of our financial management system. This provides a direct link between our asset register and the general ledger, thus enhancing financial reporting.

### Pricing policies

Audit fees for conducting financial, performance and compliance audits are our main source of revenue. In addition, we receive a budget appropriation for the Auditor-General's salary and associated allowances.

The Treasurer determines audit fees charged for financial audits after consulting with the Auditor-General in accordance with section 56 of the *Financial Management and Audit Act 1990*.

During the year we reviewed our fee determination policy as a precursor to the new arrangements under the new Audit Act. Fees are calculated on the basis of meeting the full cost of operating the Office. Individual fees are determined by applying a number of criteria that include size, history, risk, complexity, systems in place including internal controls, organization and accounting changes and location.

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## Government Procurement

### Support for local business

The Tasmanian Audit Office ensures that Tasmanian businesses are given every opportunity to compete for Office business. It is the Office's policy to support Tasmanian business whenever they offer best value for money for the Government. Every year the Office calls for businesses to register for providing external audit services on behalf of the Auditor-General (see Appendix 5).

The following details are provided in accordance with Treasurer's Instruction 1111 for all contracts awarded (excluding consultancies) and tenders called during 2007-08 with values in excess of \$50 000.

Details	2007-08
Total number of contracts awarded	3
Total number of contracts awarded to Tasmanian businesses	3
Total value of contracts awarded (including possible extensions)	\$0.390m - \$0.430m
Total value of contracts awarded to Tasmanian businesses (including possible extensions)	\$0.390m - \$0.430m
Number of tenders called	3
Number of bids received	9
Total number of bids received from Tasmanian businesses	9

### Contractors over \$50 000

Name of contractor	Location of contractor	Description of contract	Period of contract	Value of contract
AG Synetec Pty Ltd	NW Tasmania	Audit Services – Circular Head Council	3 Years	\$54 000 - \$60 000
Wise Lord and Ferguson	Sth Tasmania	Audit Services – DIER	3 Years	\$264 000 - \$280 000
WHK Denison	Sth Tasmania	Audit Services	3 Year	\$75 000 - \$90 000

### Consultancies over \$50 000

Name of consultant	Location of consultant	Description of consultancy	Period of consultancy	Value of consultancy
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There were no consultancies awarded in excess of \$50 000 during the year.

### Procurement complaints

The Office did not receive any complaints from businesses in relation to its procurement practices or procedures.

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## Appendix 7 – Superannuation Declaration

I, Mike Blake, hereby certify that the Tasmanian Audit Office has met its obligations under the *Australian Government's Superannuation Guarantee (Administration) Act 1992* in respect of those employees of the Office who are members of the following complying superannuation schemes to which the Office contributes:

- UniSuper Fund
- MLC Master Key Superannuation Fund



H M Blake

30 June 2008

## Appendix 8 - Service on other committees

Our staff were members of the following committees, professional associations, panels or working parties:

Mike Blake	<p>Australasian Council of Auditors-General Australian Auditing and Assurance Standards Board</p> <p>Institute of Chartered Accountants in Australia – Tasmanian Division</p> <p>Australian Electoral Commission - Tasmanian Redistribution Committee</p> <p>Chartered Secretaries Australia - Public Sector Advisory/IP Reference Group</p> <p>University of Tasmania – Faculty of Business Advisory Board</p>
Ric De Santi	<p>CPA Australia – Tasmanian Divisional Council</p> <p>ACAG – Financial Reporting and Auditing Committee</p>
Jeff Tongs	<p>CPA Australia – Tasmanian Public Sector Committee</p> <p>National IPSAM User Group</p>
Neville l’Anson	<p>ACAG – Heads of Information Systems Audit</p> <p>ACGA - University Audit Group</p>
Rob Luciani	<p>ACAG – APES 320 Review Group</p> <p>ACAG Representative - Australian Infrastructure Financial Management Guidelines Steering Committee</p>
Ric De Santi	<p>CPA Australia – Tasmanian Divisional Council</p> <p>ACAG – Financial Reporting and Auditing Committee</p>
David Strong	<p>CPA Australia – Tasmanian Divisional Council</p> <p>ACAG – Communications Committee</p> <p>ACAG – Human Resources Committee</p> <p>ACAG – Practice Management Committee</p>
Rachael Daniels	<p>ACAG – Human Resources Committee</p>

## Abbreviations

AASB	Australian Accounting Standards Board	HR	Human Resources
ACAG	Australasian Council of Auditor-General	HRC	Human Resources Committee
ACT	Australian Capital Territory	H&S	Health and Safety
AEIFRS	Australian Equivalents to International Financial Reporting Standards	IFRS	International Financial Reporting Standards
APES	Accounting Professional and Ethical Standards	ILOT	In lieu of overtime
BSC	Balanced scorecard	ipsam	Integrated public sector audit methodology
CEO	Chief Executive Officer	ISACA	Information Systems Audit and Controls Association
CPA	Certified Practising Accountant	ICT	Information Communications and Technology
DHHS	Department of Health and Human Services	IM	Information Management
DIER	Department of Infrastructure, Energy and Resources	IP	Intellectual Property
DOE	Department of Education	IT	Information technology
DPEM	Department of Police and Emergency Management	LSL	Long service leave
DPIWE	Department of Primary Industry, Water and the Environment	MAD	Making a Difference
EDP	Electronic Data Processing	MAHRI	Member Australian Human Resources Institute
EMG	Executive management group	MS	Moore Stephens
FAS	Financial Audit Services	Mths	Months
FBT	Fringe benefits tax	PAC	Public Accounts Committee
FCA	Fellow Chartered Accountants	PAS	Performance Audit Services
FCPA	Fellow Certified Practising Accountant	RBF	Retirement Benefits Fund
FCS	Fellow Chartered Secretaries	SMG	Senior Management Group
FMAA	Financial Management and Audit Act	SOC	State-owned corporation
FOI	Freedom of Information	S&T	States and Territories
FTE	Full-time equivalent	TAO	Tasmanian Audit Office
GBE	Government business enterprise	TI's	Treasurer's Instructions
GCC	Global Corporate Challenge	UTAS	University of Tasmania
GST	Goods and Services Tax	WA	Western Australia

# Compliance Index and Disclosure Requirements

The Compliance Index has been compiled in response to the Auditor-General's Special report No. 4 of May 1991, *Standard of Annual reporting by Government Departments*.

The four columns in the index have the following meaning

## Section and Compliance

These columns refer to the statutory disclosure requirement in the Tasmanian public sector legislation.

## Details

This is a brief statement of the instruction, clause, section or subsection of the corresponding statutory disclosure requirement.

## Page

This states where in the Annual Report the requirement is satisfied. In some instances, the requirement is complied with by the report in its entirety. Where denoted by N/a means this section is not applicable to the Office by virtue of our mandate.

Key	Act
FMAA	<i>Financial Management and Audit Act 1990</i>
FOI	<i>Freedom of Information Act 1991</i>
PID	<i>Public Interest Disclosures Act 2002</i>
PSSRA	<i>Public Sector Superannuation Reform Act 1999</i>
SSA	<i>State Service Act 2000</i>
SSR	<i>State Service Regulations 2001</i>
TI	<i>Treasurer's Instructions</i>

Section	Compliance	Page	Details
<b>GENERAL</b>			
Table of Contents		Inside front cover	
Alphabetical Index		131	
Glossary of Abbreviations		126	
<b>OVERVIEW</b>			
Strategic Plan	SSR s9(a)(i)	6 – 23	An overview of the Office's Strategic Plan, including its aims, functions and related programs.
Performance	SS s36(1)(a) FMAA s27(1)(a)	6 – 23	A report on the performance of the functions and exercise of powers of the Auditor-General, under any written law.
Major Initiatives	SSR s9(a)(v)	N/a	Details of major initiatives taken by the Office to develop and give effect to Government policy.

Section	Compliance	Page	Details
<b>OVERVIEW</b>			
Major Changes during the Year	SSR s9(a)(iv)	52	Details of, and reasons for, any major changes which have taken place in relation to the programs, aims, functions or organisational structure of the Office.
<b>ORGANISATIONAL STRUCTURE</b>			
Office Organisational Chart	SSR s9(a)(ii)	53	An organisational illustrating the Office's administrative structure, including regional offices , and showing office of the Office.
Why We Are Structured This Way	SSR s9(a)(iii)	21	A description of the relationship between the organisational structure and the program management structure of the Office.
<b>PERFORMANCE MANAGEMENT</b>			
Performance Summary	TI 201 (1)(a) & (e)	6 – 23	A narrative summary, together with quantitative measures where relevant of the objectives and functions of programs or activities, including significant outcomes, key efficiency measures, targets, proposed plans and any ministerial objectives.
Performance Constraints	TI 201 (1)(b)	Annual Report	Economic or other factors that have affected the achievement of operational objectives.
<b>LEGISLATION ADMINISTERED</b>			
Legislation Administered	SSR s9(d)	51 – 52	A list of legislation administered by the Office during the year.
Legislation Enacted during the Year	SSR s9(d)	52	A list of legislation enacted during the year for which the Office is responsible, including details of significant changes to legislation previously administered by the Office.
<b>PUBLIC ACCESS AND AWARENESS OF SERVICES PROVIDED</b>			
Key Contacts	SSR s9(c)(ii)	133	List of contact officers and points of public access in relation to services provided by the Office.
Community Awareness	SSR s9(c)(i)	Annual Report	Details of activities undertaken to develop community awareness of the Office and the services it provides.
Agency Publications	SSR s9(c)(i)	35, 39 – 44, 65	List of documents published by any internal or external body of the Office during the year.
Freedom of Information Requests	FOI s56	64	Freedom of Information details for the year.
Public Interest Disclosure Investigations	PID s86	66	List the number of public interest disclosures made to the Office and the procedures for making public interest disclosures to the Office.
<b>HUMAN RESOURCE MANAGEMENT</b>			
Recruitment and Selection	SSR s9(b)(i)	26, 48	Details of recruitment policies and program including statistical information for the year.
Staff Development	SSR s9(b)(ii)	27	Information relating to employee training and development activities, including statistical information for the year.

Section	Compliance	Page	Details
<b>HUMAN RESOURCE MANAGEMENT</b>			
Equal Employment Opportunities	SSR s9(b)(iii)	29	A description of the Office's workplace diversity programs, including statistical information for the year.
Industrial Democracy	SSR s9(b)(iv)	48	Details of the processes established to ensure employee participation in industrial relation matters within the Office.
Internal Grievance Procedures	SSR s9(b)(v)	48	Summary of internal grievance procedures.
Occupational Health and Safety	SSR s9(b)(vi)	29, 48	Outline of Occupational Health and Safety strategies.
Appeals Process	SSR s9(c)(iii)	48	An outline of the processes available for appeals against decisions made by the Office.
Superannuation Contributions	PSSRA s13	124	Certification by the relevant Office manager relating to contributions to non RBF superannuation funds, including a report that the Office has met its obligations under the <i>Superannuation Guarantee (Administration) Act 1992</i> .
<b>ASSET MANAGEMENT AND RISK MANAGEMENT POLICIES</b>			
Pricing Policies	TI 201 (1)(c)	122	Pricing policies of goods and services provided, the last review date, and reference to documents that contain the pricing information, with details of cost recovery policies and their application, as appropriate.
Major Capital Projects	TI 201 (1)(d)	122	Information on major capital projects or undertakings.
Risk Management	TI 201 (1)(f)	62	Statement of risk management policies and an outline of significant risk management strategies and initiatives.
Asset Management	TI 201 (1)(g)	122	Statement of asset management policies and an outline of asset management strategies and initiatives.
<b>GOVERNMENT PROCUREMENT</b>			
Support for Local Business	TI 1111 3(a)	123	A narrative statement in the Introduction by the Auditor-General regarding the Office's support for local business.
Support for Local Business	TI 1111 3(b)(i)	123	Table summarising the Office's support for local business, including the number of procurement contracts awarded, the number of tenders called and the number of bids received, and the extent of local participation in procurement activities.
Contracts Awarded during the Year	TI 1110 3(b)(ii)(A)	123	Detailed information on all contracts awarded including a description of the contract, the total value of the contract and the name and locality of contractors.
Contracts Awarded during the Year	TI 1110 3(b)(ii)(B)	123	Detailed information on all consultancies awarded including the name of the consultant, a description of the consultancies, the total value of the contract and locality of consultants.
Other Matters	TI 201 (1)(j)	Annual Report	Any matters deemed relevant by the Auditor-General.

Section	Compliance	Page	Details
<b>FINANCIAL STATEMENTS</b>			
Financial Statements	FMAA s27(1)(c) FMAA s27(2), (3) & (4) TI 201 (1)(j)	73 – 110	Financial Statements of the Office for the year; including financial statements of any statutory or public body not required to report under another Act.
Audit Opinion	FMAA s27(1)(c) TI 201 (1)(k)	75 - 76	Independent Auditor's Report on the Office's Financial Statements.

## Index

Abbreviations	126	Information communications and technology	50
Asset management	122	Information management	50
Audit clients	115	Insurance	63
Audit contractors	120, 123	Internal audit	57
Audits contracted	120	Internal review	58
Auditor-General's message	3	Learning and development	27
Awards	64	Leave management	26
Benchmarking	59	Legislation	51
Cadets	27	Local business	123
Client list	115	Mandate	52
Confidential information	63	Major capital projects	122
Committees		Objectives	22
Advisory, Audit and Review	57	Occupational health, safety and welfare	48
Audit Methodology	56	Office locations	133
Executive Management Group	54	Operational unit structures	34, 38, 47
Health and Safety	56	Organisational framework	19
Human Resources	56	Organisational structure	53
Information Management	56	Outlook for 2008-09	5, 19, 31, 36, 45, 50, 69, 72
Making A Difference	56	Outcomes	20
Senior Management Group	55	Outputs	20
Communication objective	Inside front cover	Performance audits	37
Complaints	63	Performance audit services	37
Complaints management	64	Performance management	28
Compliance index	127	Performance of the Office	6
Composition of committees	113	Key performance indicators	6
Consultants	123	Corporate plan 2003 to 2008	10
Contact details	133	Personnel	24
Critical success factors	10, 22	Pricing policies	122
Disclosure	63	Privacy	64
Employee assistance program	29	Procurement	123
Employee list	112	Publications	35, 39, 65
Employee participation	29	Public interest disclosures	66

Employee satisfaction	30	Purpose	19
Ethics	62	Recruitment	26, 48
External audit	59	Register of external audit service providers	121
External committees	125	Reports to Parliament	35, 39, 65
External peers review	59	Risk management	62
External presentations	65	Role	51
Executive management group	54	Senior management group	55
Financial audits	35	Speeches	65
Financial audit services	32	Staff profile	24
Financial summary	70	Staffing	24
Financial report		Staff counselling	29
Income statement	78	Staff survey	30
Balance sheet	79	Stakeholders / clients	7
Cash flow statement	80	Strategic and business planning	10
Statement of recognised income and expenditure	81	Strategic priorities	22
Notes to and forming part of the financial statements	82	Superannuation	124
Certificates	75	Support for the community	67
Freedom of Information	64, 133	Support services	46
Governance	53	Sustainability reporting	67
Highlights	2	Values	Inside front cover
Human resources	48	Vision	19
Human resources strategic plan	31	Worker's compensation	49
Independent audit report	75	Workplace diversity	29
Independent scrutiny	57	Workplace health and safety	29, 48
Industrial relations	48		

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## Office Locations and Contacts

### Office Locations

**Main Office:** Ground Floor 144 Macquarie Street HOBART

**Branch Office:** Level 2 Henty House 1 Civic Square LAUNCESTON

### Contacts

#### General

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#### Specific

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**Procurement Complaints Officer:** Ric De Santi [ric.desanti@audit.tas.gov.au](mailto:ric.desanti@audit.tas.gov.au)

**Privacy Information Officer:** Geoff Driscoll [geoff.driscoll@audit.tas.gov.au](mailto:geoff.driscoll@audit.tas.gov.au)

**Freedom of Information Officer:** Sandra O'Connor [sandra.oconnor@audit.tas.gov.au](mailto:sandra.oconnor@audit.tas.gov.au)

# Five Year Summary

## Continuous improvement is our goal

The table below provides a more comprehensive summary of our performance over the five year period 2003 – 2008.

Measure	2003-04	2004-05	2005-06	2006-07	2007-08
<b>Providing Value for Money</b>					
Achieve revenue target for financial audit services for the audit cycle completed during financial year	6.3% over	3.7% under	4.5% under	2.9% under	<b>1.0% under</b>
Achieve revenue target for performance audit services for the financial year	5.8% over	14.7% over	9.0% under	8.0% under	<b>12% under</b>
Break-even overall financial result	0.5% profit	9.6% loss	3.7% profit	0.1% loss	<b>5% loss</b>
<b>Highly Satisfied Parliament &amp; Client</b>					
Overall satisfaction - Parliamentarians	74%	96%	N/m	95%	<b>N/m</b>
Overall satisfaction - financial audit clients	N/m	68%	N/m	76%	<b>N/m</b>
Statutory reports tabled by due date	100%	100%	100%	100%	<b>100%</b>
Annual report tabled by due date	100%	100%	100%	100%	<b>100%</b>
<b>Rigorous Methodology and Processes Relevant to Context</b>					
Financial statement audits completed within 30 days of signed financial statements for the audit cycle ending during the financial year	92%	90%	78%	93%	<b>61%</b>
Financial statements for Agencies, GBEs & SOCs signed within 3.5 mths of year-end for the audit cycle ending during the financial year	N/m	N/m	65%	80%	<b>58%</b>
Financial statements for other public bodies signed within 4 mths of year-end for the audit cycle ending during the financial year	71%	79%	53%	74%	<b>60%</b>
Completion of performance audits within eight mths	50%	38%	33%	56%	<b>88%</b>
Unqualified audit report for our financial statements	Yes	Yes	Yes	Yes	<b>Yes</b>
<b>Strongly performing teams</b>					
Average number of days spent on training per FTE	9.7	14.5	7.9	12.3	<b>12.9</b>
Bi-annual performance appraisals completed	100%	100%	100%	100%	<b>100%</b>
Average days of sick leave per FTE	8.0	5.4	13.2	7.1	<b>6.6</b>
Number of workers compensation claims	0	0	1	1	<b>0</b>

N/m = Not measured in that year