



Reader Guides

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Abbreviations and acronyms

AAA	<i>Agriculture Advancing Australia</i>
AAHL	Australian Animal Health Laboratory
AAWS	Australian Animal Welfare Strategy
ABARE	Australian Bureau of Agricultural and Resource Economics
ABIC	Agricultural Biotechnology International Conference
ACERA	Australian Centre of Excellence for Risk Assessment
ACT	Australian Capital Territory
AFAS	Australian Fumigation Accreditation Scheme
AFMA	Australian Fisheries Management Authority
agvet chemicals	agricultural and veterinary chemicals
AHA	Animal Health Australia
ANAO	Australian National Audit Office
APEC	Asia–Pacific Economic Cooperation
APLC	Australian Plague Locust Commission
APS	Australian Public Service
APVMA	Australian Pesticides and Veterinary Medicines Authority
AQIS	Australian Quarantine and Inspection Service
ASEAN	Association of South-East Asian Nations
AusAID	Australian Agency for International Development
AusBIOSEC	Australian Biosecurity System for Primary Production and the Environment
AVIDG	Australian Vegetable Industry Development Group
AVR	Australian Veterinary Reserve
AWA	Australian Workplace Agreement
AWHN	Australian Wildlife Health Network
AWI	Australian Wool Innovation Limited
AWS	Australian Wool Services Limited
BESIU	Business Ethics, Security and Investigation Unit
BIOSIRT	Biosecurity, Surveillance, Incident Response and Training

BRS	Bureau of Rural Sciences
BSE	bovine spongiform encephalopathy
CCEAD	Consultative Committee on Emergency Animal Diseases
CCEPP	Consultative Committee on Emergency Pest Plants
CEI	Chief Executive Instructions
COAG	Council of Australian Governments
Codex	Codex Alimentarius Commission
CRC	cooperative research centre
CRF	Consolidated Revenue Fund
CSIRO	Commonwealth Scientific and Industrial Research Organisation
CWA	Country Women's Association
DEW	Department of the Environment and Water Resources
DFAT	Department of Foreign Affairs and Trade
DITR	Department of Industry, Tourism and Resources
EAD	emergency animal disease
EBC	enterprise-based conservation
EC	Exceptional Circumstances
EMS	environmental management system
EMT	Executive Management Team
EPBC Act	<i>Environment Protection and Biodiversity Conservation Act 1999</i>
EPIRB	emergency position indicating radio beacon
EPP	emergency plant pest
EPPRD	Emergency Plant Pest Response Deed (Government and Plant Industry Cost Sharing Deed in Respect of Emergency Plant Pest Responses)
ERZDRIP	Emerging and Re-emerging Zoonotic Disease Regional Initiative Programme
ESD	ecologically sustainable development
EU	European Union
FaCSIA	Department of Families, Community Services and Indigenous Affairs

FAO	Food and Agriculture Organization of the United Nations
FMA Act	<i>Financial Management and Accountability Act 1997</i>
FMD	foot-and-mouth disease
FOI	freedom of information
FOI Act	<i>Freedom of Information Act 1982</i>
FRRF	Fisheries Resources Research Fund
FSIS	Food Safety and Inspection Service (United States)
FTA	free trade agreement
FTE	full-time equivalent
GCC	Gulf Cooperation Council
GM	genetically modified
GST	goods and services tax
GTEM	Global Trade and Environment Model
HPAI	highly pathogenic avian influenza
IFFV	illegal foreign fishing vessel
IOG	Industry Oversight Group
IPPC	International Plant Protection Convention
IRA	import risk analysis
ISPMs	international standards on phytosanitary measures
IT	information technology
MCAS-S	Multi-Criteria Analysis Shell for Spatial Decision Support
MLA	Meat & Livestock Australia
MoU	memorandum of understanding
MULO	Minor Use Liaison Office
NAMS	National Agricultural Monitoring System
NAQS	Northern Australia Quarantine Strategy
NFIS	National Food Industry Strategy
NHT3	third phase of Natural Heritage Trust
NLIS	National Livestock Identification System
NLP	National Landcare Programme

NLWRA	National Land and Water Resources Audit
NMI	National Measurement Institute
NRM	natural resource management
NRS	National Residue Survey
OCPPPO	Office of the Chief Plant Protection Officer
OCVO	Office of the Chief Veterinary Officer
OECD	Organisation for Economic Co-operation and Development
OHS	occupational health and safety
OHS Act	<i>Occupational Health and Safety (Commonwealth Employment) Act 1991</i>
OIE	World Organisation for Animal Health (formerly the Office International des Epizooties)
PBS	Portfolio Budget Statements
PHC	Plant Health Committee
PPPO	Pacific Plant Protection Organisation
PRIA	Public Relations Institute of Australia
R&D	research and development
RDC	research and development corporation
RFCS	Rural Financial Counselling Service
RFMO	regional fisheries management organisation
RIRDC	Rural Industries Research and Development Corporation
SES	Senior Executive Service
SPS	sanitary and phytosanitary
SPS Agreement	Agreement on the Application of Sanitary and Phytosanitary Measures (WTO)
SPSCBP	Sanitary and Phytosanitary Capacity Building Programme (AusAID)
UAE	United Arab Emirates
UN	United Nations
WTO	World Trade Organization

Glossary

Accrual accounting	System of accounting in which items are brought to account and included in the financial statements as they are earned or incurred, rather than as they are received or paid.
Accumulated depreciation	The aggregate depreciation recorded for a particular depreciating asset.
Additional estimates	Where amounts appropriated at Budget time are insufficient, Parliament may appropriate more funds to portfolios through Additional Estimates.
Administered items	Expenses, revenues, assets or liabilities managed by agencies on behalf of the Australian Government. Agencies do not control administered items. Administered expenses include grants, subsidies and benefits. In many cases, administered expenses fund the delivery of third-party outputs.
Administrative Arrangements Order (AAO)	The functions and activities of the government are administered in accordance with an AAO issued from time to time by the government and signed by the Governor-General. An AAO establishes the principal matters or government outcomes to be dealt with by each Department of State, and the Acts of Parliament to be administered by each Minister.
Agency	Agencies are Departments of State, Departments of Parliament and 'prescribed agencies' for the purposes of the <i>Financial Management and Accountability Act 1997</i> or the <i>Commonwealth Authorities and Companies Act 1997</i> .
Appropriation	An authorisation by Parliament to spend moneys from the Consolidated Revenue Fund for a particular purpose.
APS employee	A person engaged under section 22, or a person who is engaged as an Australian Public Service employee under section 72, of the <i>Public Service Act 1999</i> .
Annual appropriation	Two appropriation Bills are introduced into Parliament in May and comprise the Budget for the financial year beginning 1 July. Further Bills are introduced later in the financial year as part of the additional estimates. Parliamentary departments have their own appropriations.
Australian Workplace Agreement	An individual written agreement between an employer and an employee about the terms and conditions of employment, made under the <i>Workplace Relations Act 1996</i> .
Average staffing level	The average number of employees receiving salary or wages over the financial year, with adjustments for casual and part-time employees to show the full-time equivalent. This measure allows for comparisons of employment between financial years.

Benchmarking	A systematic process through which an agency process or activity compares its performance with alternatives. For example, it tests its functions, particularly the efficiency and price of outputs, against a standardised function or set of achievements.
Bill	A proposal for a law that is introduced into Parliament. Bills are considered consecutively by the two Houses of Parliament, the House of Representatives and the Senate. The two Houses must agree to a bill in identical terms before it can be transmitted to the Governor-General for assent, which marks its passage into law.
Capital expenditure	Expenditure by an agency on capital projects, for example purchasing a building.
Collective agreement	Agreement between an employer and a group of employees, or between an employer and a union or unions representing employees, made under the <i>Workplace Relations Act 1996</i> .
Competitive tendering and contracting	The process of contracting out to other organisations the delivery of government activities previously performed by an Australian Government agency. The activity is submitted to competitive tender, and the preferred provider of the activity is selected from the range of bidders by evaluating offers against predetermined selection criteria.
Consolidated Revenue Fund	Section 81 of the Constitution stipulates that all revenue raised or money received by the Commonwealth forms the one Consolidated Revenue Fund (CRF). The CRF is not a bank account. The Official Public Account reflects most of the operations of the CRF.
Consultancy service	An individual, partnership or corporation engaged to provide professional, independent and expert advice or services to assist with agency decision-making. It involves specialist professional knowledge and/or expertise that may not be maintained in-house. Performance of the services is left largely up to the discretion and professional expertise of the consultant, and performance is without the agency's direct supervision. The output reflects the independent views and/or findings of the consultant.
Corporate governance	Process of directing and controlling agencies. It encompasses authority, accountability, stewardship, leadership, direction and control, covering issues associated with the management practices, board structures and personnel policies of organisations.
Departmental items	Assets, liabilities, revenues and expenses that are controlled by the agency in providing its outputs. Departmental items would generally include computers, plant and equipment assets and most employee expenses, supplier costs and other administrative expenses.
Depreciation	Apportionment of an asset's capital value as an expense over its estimated useful life to take account of normal usage, obsolescence, or the passage of time.
Doha Round	Round of World Trade Organization trade negotiations launched in Doha in November 2001.

Effectiveness	The extent to which planned outcomes are achieved, via relevant outputs or administered expenses. An intervention's effectiveness should be distinguished from efficiency, which concerns the adequacy of its administration.
Effectiveness indicators	Measure the joint or independent contribution of outputs and administered items to the achievement of their specified outcome.
Efficiency indicators	Measure the adequacy of an agency's management of its outputs (and where applicable, administered items). Includes price, quality and quantity indicators. The interrelationship between the three efficiency indicators of any one output should be considered when judging efficiency.
Equity or net assets	Residual interest in the assets of an entity after deduction of its liabilities.
Expense	Total value of all of the resources consumed in producing goods and services, or the loss of future economic benefits in the form of reductions in assets or increases in liabilities of an entity.
Fair value	Valuation methodology: the amount for which an asset could be exchanged, or a liability settled, between knowledgeable and willing parties in an arm's length transaction. The fair value can be affected by the conditions of the sale, market conditions and the intentions of the asset holder.
Full-time equivalent (FTE)	FTE equates an employee or the total number of employees to a full-time equivalent. It is measured 'as of today' at reporting date. One FTE is equivalent to one full-time employee or any combination of part-time employees whose employment percentages total 100%. FTE excludes office holders, but includes staff on leave without pay for less than two weeks.
Gross domestic product	Total net value added in an economy.
Internal auditing	An independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.
Operating result	Revenue less expense.
Outcomes	The government's objectives in each portfolio area. Outcomes are desired results, impacts or consequences for the Australian community, as influenced by the actions of the Australian Government. Actual outcomes are assessments of the end results or impacts achieved.

Output groups	A logical aggregation of agency outputs, where useful, and based either on homogeneity, type of product, business line or beneficiary target group. Aggregation of outputs may also be needed for the provision of adequate information for performance monitoring, or based on a materiality test.
Outputs	The goods and services produced by agencies on behalf of government for external organisations or individuals. Outputs also include goods and services for other areas of government external to the agency.
Performance indicators	A concise list of indicators, which are used to measure agency effectiveness in achieving the government's outcomes.
Performance information	Evidence about performance that is collected and used systematically. Evidence may relate to appropriateness, effectiveness and efficiency. It may be about outcomes, factors that affect outcomes and what can be done to improve them. Performance information may be quantitative (numerical) or qualitative (descriptive). Its usefulness is increased by applying standards and other types of comparison (for example, with past performance, other lines of business, or level of need before the intervention), which allow judgments to be made about the extent to which interventions are achieving desired results.
Performance measures	A concise list of measures that are more precise than indicators. Performance measures are used to provide information on administered items and outputs in terms of quality, quantity and efficiency.
Performance pay	Also known as performance-linked bonuses and usually taking the form of a one-off payment in recognition of performance.
Portfolio Additional Estimates Statements	Statements prepared by portfolios to explain the Additional Budget appropriations in terms of outcomes and outputs.
Portfolio Budget Statements	Statements prepared by portfolios to explain the Budget appropriations in terms of outcomes and outputs (that is, where the appropriated funds are going to be spent).
Price	One of the three key efficiency indicators. The amount the government or the community pays for the delivery of agreed outputs.
Purchaser-provider arrangements	Arrangements under which the outputs of one agency are purchased by another agency to contribute to outcomes. Purchaser-provider arrangements can occur between Australian Government agencies and state or territory government agencies or private sector bodies.
Quality	One of the three key efficiency indicators. Relates to the characteristics by which customers or stakeholders judge an organisation, product or service. Assessment of quality involves the use of information gathered from interested parties to identify differences between users' expectations and experiences.

Quantity	One of the three key efficiency indicators. Examples include the size of an output; count or volume measures; how many or how much.
Revenue	Total value of resources earned or received to cover the production of goods and services.
Service charter	A public statement about the service that an agency will provide and what customers can expect from the agency. It is government policy that departments providing services directly to the public have service charters in place.
Service level agreement	An agreement that sets out the standard of performance required for the delivery of services under a contract.
Special accounts	Balances existing within the CRF that are supported by standing appropriations. Special accounts allow money in the CRF to be acknowledged as set aside (hypothecated) for a particular purpose. Amounts credited to a Special Account may only be spent for the purposes of the Special Account. Special Accounts can only be established by a written determination of the Finance Minister or through an Act of Parliament.
Special appropriations (including standing appropriations)	An amount of money appropriated by a particular Act of Parliament for a specific purpose and number of years. For special appropriations, the authority to withdraw funds from the CRF does not generally cease at the end of the financial year. Standing appropriations are a subcategory consisting of ongoing special appropriations—the amount appropriated will depend on circumstances specified in the legislation.
Zoonosis	A disease that can be passed from animals to humans.

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