

APPENDICES

Governance and management	
1. Executive performance	180
2. Principal officers	185
3. Membership of significant statutory bodies and inter-departmental committees	186
4. Advisory bodies and committees	188
5. Legislation and legal change	189
6. Significant judicial decisions	190
7. Evaluation and improvement	191
Human resources	
8. Staff statistics	192
9. Equal employment opportunity	193
10. Ethnic Affairs Priorities Statement	196
11. Overseas travel	196
12. Code of conduct	203
13. Risk management and insurance	207
Financial management	
14. Consultants	209
15. Payment of accounts	209
16. Land disposal	210
17. Major assets and capital works	211
18. Disclosure of controlled entities	211
19. Funding for non-government community organisations	212
20. Fisheries trust fund report	214
21. Cost of production of the 2005-06 annual report	220
Operational	
22. Research and development	220
23. Waste reduction, recycling and energy management	222
24. Implementation of recovery and threat abatement plans	222
Stakeholder relationships	
25. Customer service	223
26. Freedom of information	224
27. Privacy management	225
28. Promotion and communications	225
29. Responses to reports by Parliamentary Committees and the Auditor-General	227

1. Executive Performance



Barry Buffier, BRurSc (Hons), MEd

Director-General and Commissioner for Forests

SES Level 8

Total remuneration package: \$367 744 plus allowances of \$40 000

Period in position: 1 July 2005 to 30 June 2006

Mr Barry Buffier was appointed to the position of Director-General on 1 July 2004. The Minister for Primary Industries, the Hon. Ian Macdonald MLC, was satisfied that during 2005-06 Mr Buffier met all the performance criteria established for the position.

During the year the Director-General took the lead role in:

- maintaining strong policy development across NSW DPI to promote integrated departmental policy positions on primary industry issues
- reinvesting departmental asset sales in the Towards 2020 initiative to enhance research facilities for world class primary industries science
- developing NSW DPI's extension and training services to deliver accredited training products to meet the needs of farmers, agribusinesses and the community
- building a biosecurity framework to support domestic and international market access for NSW primary industries products, including carrying out on-farm exercises to improve local preparedness for a possible avian influenza outbreak
- developing more efficient and effective drought policies and processes in providing drought assistance and support to rural communities
- implementing a Mine Safety Levy to fund NSW DPI programs for best practice in health and safety in the mining industry
- providing a stronger voice for primary industries in government forums through participation in the Primary Industries Ministerial Council, the Primary Industries Standing Committee, the Natural Resource Management Ministerial Council, and the Natural Resource Management Standing Committee
- enhancing the Department's capacity to engage with the NSW Aboriginal communities through the development of departmental initiatives such as the Guidelines for Aboriginal Cultural Heritage Management in the Forests NSW environmental management system and through proactive participation in whole of government processes
- rationalising accommodation to achieve operational savings with eight co-locations and relocations completed, and negotiating with other agencies about co-locations that will build on existing inter-agency arrangements
- overseeing establishment by the Marine Parks Authority of the NSW marine parks system to provide for the ecologically sustainable use (including commercial and recreational fishing) of marine parks
- implementing strong financial controls and ongoing improvements in systems to achieve strong commercial results from Forests NSW trading activities.

Credit Card Certification

Credit card use in the NSW Department of Primary Industries has been in accordance with the Premier's Memoranda and Treasurer's Directions


Barry Buffier
Director-General



Renata Brooks, BVSc (Hons), Grad Cert Bioethics

Deputy Director-General Agriculture, Fisheries & Regional Relations

SES Level 6

Total remuneration package: \$237 801

Period in position: 12 December 2005 to 30 June 2006

Ms Renata Brooks was appointed Deputy Director-General Agriculture, Fisheries and Regional Relations on 12 December 2005 following the departure of Dr Richard Sheldrake to take up a position in the Department of Natural Resources.

I am satisfied that Ms Brooks met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

1. Executive Performance (continued)

Achievements over the last 12 months include:

- completion of environmental impact statements and final draft fisheries management strategies for all major commercial fisheries and their determination by the Minister under the *Environmental Planning and Assessment Act 1979* so that commercial fisheries are protected from challenge under the Act and the foundations are laid for the final stage of rolling-out share management for fisheries
- further development of the PROfarm initiative with 130 short courses advertised or available for delivery on demand and including development and negotiation of major programs such as Dairy Pathways for delivery over three years with support from Dairy Australia
- consolidation of regional relations teams as a key cross-divisional forum for communication, development of whole-of-department initiatives and resolution of regional issues
- development of partnership arrangements with Catchment Management Authorities through regional directors
- release of the draft Oyster Industry Sustainable Aquaculture Strategy to assist the oyster producers in NSW to achieve long-term sustainability by identifying priority growing areas, securing industry access rights, promoting industry best practice and formalising industry commitment to environmentally sustainable practices
- completion of the Marine Parks zoning and buyout process for Cape Byron Marine Park and initiation of the process for Port Stephens-Great Lakes and Batemans marine parks
- completion of the three-year roll-out of the National Livestock Identification System (NLIS) for cattle and commencement of the roll-out of NLIS for sheep
- management of the response to detection of elevated levels of dioxin in fish in Port Jackson, including implementing fishing closures and administering the \$5.8m government buyout program
- development of internationally recognised guidelines for care and housing of laboratory animals
- the awarding of certificates in agriculture to 45 farmers from Chinese and Vietnamese backgrounds graduating from the Tocal Agricultural College
- expansion of the role of the Conservation Action Unit, in managing \$22.5 million of contracted projects, to deliver on-ground conservation outcomes across agriculture and fisheries, such as the Healthy Soils, Healthy Landscapes project and the Bringing Back the Fish project.



Alan Coutts, BCom, DipEd

Deputy Director-General Mineral Resources

SES Level 6

Total remuneration package: \$267 000 plus allowances \$10 000

Period in position: 1 July 2005 to 30 June 2006

I am satisfied that Mr Alan Coutts met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Deputy Director-General, Mineral Resources Mr Coutts was responsible for:

- Assisting the Director-General in the overall management of the department and providing leadership of the Mineral Resources Division.
- Member of the Board of Management and of the Budget Committee.
- Chairman, Mine Subsidence Board.
- Member of Coal Compensation Board until resignation in December 2005. Considerable progress has been made in assessing outstanding claims before the Board with a view to the Board completing its work by mid-late 2007.
- Member of the Standing Committee of Officials for the Ministerial Council on Mineral and Petroleum Resources.
- Overseeing the department's primary industries export development initiatives as Executive responsible for Primex and participating as NSW representative in key Federal/State government initiatives on new export opportunities in China and India.
- Key achievements included the allocation of the Caroon coal deposit following a competitive tender process and development of a new exploration initiative which has been funded in the budget to replace the government's Exploration NSW initiative.
- A number of significant mining projects received approval over the period and the Division continued its program of geophysical surveys and geological assessments to support increased investment exploration in NSW.
- The Deputy Director-General also paid particular attention to the resolution of a range of strategic issues, such as land use, environmental management, mine safety, stakeholder liaison and whole-of-government approaches to approvals and natural resources management.

1. Executive Performance (continued)**Alastair Howard, BA**

Acting Chief Executive Primary Industries Trading incorporating Forests NSW

SES Level 6

Total remuneration package: \$237 801

Period in position: 10 March 2006 to 30 June 2006

Mr Alastair Howard was appointed Acting Chief Executive on 10 March 2006, following the transfer of Mr Peter Duncan to the Premier's Department. Mr Howard is accountable to me for performing all the functions of the Chief Executive Officer under the *Forestry Act 1916* and for implementing Government policy.

I am satisfied that Mr Howard met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

Achievements over the last 12 months include:

- delivery of a distribution of \$26.3 million to Government
- accreditation of Forests NSW Environment Management System (EMS) under the ISO 14001 standard following audits of the EMS by an internationally accredited third-party verifier
- publication of ecologically sustainable forest management (ESFM) plans for five forest agreement regions covering 1 526 600 hectares. ESFM plans for the remaining native and planted forest regions covering 1 142 100 hectares have been drafted and are to be exhibited for public comment during 2006-07
- successful implementation of the Government's decision on the Brigalow Belt South (and Nandewar) regional assessment announced in May 2005; signing of 20-year wood supply agreements with all customers; development and approval of a cypress thinning program approved by the Community Conservation Council
- the upgrading of various operational systems to improve performance and efficiencies. The Market Supply Modelling System for plantation forest products won the gold award in the 2005 NSW Premier's Public Sector Awards
- expansion of Forests NSW carbon business with the inclusion of eligible softwood plantations in carbon sequestration calculations. NSW Greenhouse Abatement Certificates were created for carbon sequestered in over 20 000 hectares of hardwood and softwood plantations in 2005 and were registered by IPART
- continuing improvement in safety performance and further enhancement of the safety management system which is being implemented across the organisation. New safety records were set in Macquarie and Monaro regions.

**Dr Nicholas R Austin, BE Agr (Hons), MSM, PhD, CID**

Deputy Director-General Science & Research

SES Level 6

Total remuneration package: \$237 801

Period in position: 6 February 2006 to 30 June 2006

Dr Nicholas Austin was appointed Deputy Director-General on 6 February 2006, following the retirement of Dr Michael Curll.

I am satisfied that Dr Austin met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Deputy Director-General Science and Research Dr Austin was responsible for:

- assisting the Director-General in the overall management of the Department and providing leadership to the Department's Science and Research Division
- building and managing relationships with central agencies, industry R&D corporations, peak industry organisations and research partners, particularly in relation to cooperative research centres and joint ventures
- monitoring the service delivery and financial performance

1. Executive Performance (continued)

of a portfolio of some 750 research projects across agriculture, fisheries, forestry and minerals, with total external revenue of about \$50 million in 2005-06, to meet government, industry and community expectations

- analysing investments for their efficiency, effectiveness and appropriateness, and prioritising investment to improve resource productivity
- managing the Science and Research Division's intellectual property and commercialisation
- facilitating workforce effectiveness through staff development, succession planning and managed redundancies
- coordinating the Department's response to audits and reviews, including the Review of Scientific Research in the NSW Public Sector, and contributing to science and research policy and issues at state, national and international level
- supporting the Ministerial Advisory Council on Primary Industry Sciences and the NSW Agricultural Advisory Council on Gene Technology
- Progressing the Towards 2020 reinvestment program into new facilities and technologies at key centres strategically located across regional and rural NSW and the greater metropolitan region.



Doug Hocking, DipAgr, Grad Dip

Executive Director Biosecurity, Compliance & Mine Safety

SES Level 5

Total remuneration package: \$206 101

Period in position: 6 February 2006 to 30 June 2006

Mr Doug Hocking was appointed Executive Director, Biosecurity, Compliance & Mine Safety on the 6 February 2006 on the appointment of Renata Brooks to the position of Deputy Director-General Agriculture, Fisheries and Regional Relations.

I am satisfied that Mr Hocking met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Executive Director, Biosecurity, Compliance and Mine Safety Mr Hocking was responsible for:

- leading and managing the Department's responsibilities in relation to biosecurity, emergency response, compliance and mine safety policy and performance
- implementing the recommendations of the Wran Review into Mine Safety, including establishment of the Mine Safety Advisory Council and commencement of industry funding for mine safety of \$17.4 million annually
- implementing the National Animal Health System Performance Standards and Plantplan that bind industry and Government in partnership for surveillance, diagnostics and response preparedness for exotic pest and diseases
- developing information communications and technology platforms for emergency preparedness and surveillance in exotic animal and plant pest and disease management
- developing the NSW DPI Biosecurity Strategy to maintain and gain market access for agricultural exports and domestic products valued at \$8 billion
- integrating NSW DPI compliance functions through structural and operational changes and multi-skilling of inspection staff
- coordinating the signing of a five-year Research and Development Wine Industry Agreement with a value of \$30 million.



Wendy Stamp BA (Hons), MAdmin

Executive Director Strategy, Policy & Communications

SES Level 5

Total remuneration package: \$206 440

Period in position: 1 July 2005 to 30 June 2006

I am satisfied that Ms Wendy Stamp met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

1. Executive Performance (continued)

As Executive Director, Executive Director Strategy Policy and Communications Ms Stamp was responsible for:

- leading the development of policy proposals and NSW DPI positions on strategic and contentious issues which included industry funding of regulatory costs and reviewing options for securing Sydney's potable water supply
- ensuring that NSW DPI's legislative portfolio is maintained and developed to reflect stakeholder interests and client needs
- taking a lead role in analysing policy options relating to the National Drought Policy and the associated development of the National Agricultural Monitoring System
- developing and applying bio-economic models that have assisted trade-off decisions by catchment managers and marine park authorities
- driving the ongoing development of NSW DPI's corporate management framework through the implementation of a divisional planning and reporting system that is integrated with the NSW DPI Corporate Plan 2005-08
- facilitating the development of professional best practice, to enhance organisational cohesion and to better manage strategic issues, through the Senior Management Network program
- improving corporate branding with the introduction of a uniform range to project a strong image and identify our staff
- establishing an internal schools education network and writing of the NSW DPI Schools Education Plan so that NSW DPI coordinates its schools program better and uses resources more effectively
- leading the preparation and release of the Women's Employment Strategy, which describes actions the Department will take to improve the career management skills of women
- managing issues gaining media attention and promoting NSW DPI's achievements through the media.



Dr Alan Gleeson, BSc (Hons), MStat, PhD

Executive Director Corporate Services

SES Level 5

Total remuneration package: \$237 800

Period in position: 1 July 2005 to 30 June 2006

I am satisfied that Dr Alan Gleeson met the performance criteria established for the position. Key tasks have been undertaken to achieve operational requirements and leadership has been provided to deliver outcomes consistent with government policy.

As Executive Director, Corporate Services Dr Gleeson was responsible for:

- development and implementation of an activity-based costing system to more objectively and accurately cost corporate services, assess the efficiency of operations and services, model alternative resourcing options and benchmark performance
- provision of corporate services (payroll, personnel, accommodation, IT and other services) through service level agreements with the NSW Rural Assistance Authority, Game Council of NSW and the NSW Coal Compensation Board
- creation, evaluation and filling of positions within the new Department's management structure. The Cullen Egan and Dell job evaluation system was used as the job evaluation tool and over 285 positions were evaluated or benchmarked in accordance with the Department's policy
- construction of the new state-of-the-art robotic dairy at Elizabeth Macarthur Agricultural Institute at a total cost of \$1 million as part of a \$9 million dairy research project involving the University of Sydney, Dairy Australia, AlfaLaval and NSW DPI
- substantial revision of NSW DPI's Asset Strategic Plan and linking of service delivery to impacts on assets for the different emerging issues for each division of NSW DPI
- negotiation and management of the successful commercialisation of intellectual property developed by NSW DPI to optimise the return the Government makes from its investment in intellectual capital
- ensuring the financing of the mine safety operations of the Department through the drafting and implementation of the *Mine Safety (Cost Recovery) Act 2005*
- improving fisheries resource management through the passage of the *Fisheries Management Amendment Act 2006*
- continuing NSW DPI's regulatory programs through the redrafting of 11 regulations that were automatically repealed on 1 September 2005 under the *Subordinate Legislation Act 1989*
- completing work on a network expansion to all NSW DPI sites using broadband services under a new design that will improve resilience of the network to major carrier failures
- developing a strategic plan closely linking ICT development directions to NSW DPI's business directions for the next five years for submission to GCIO and Treasury.

2. Principal Officers

Director-General

Barry Buffier, BrurSc (Hons), MEC

Deputy Director-General Agriculture and Fisheries and Regional Relations

Renata Brooks, BVSc (Hons), Grad Cert Bioethics

Director Regional Relations & Education

John Fisher, BAgSci

A/Director Fisheries Conservation & Aquaculture

Bill Talbot, MA(Aquaculture)

Director, Wild Harvest Fisheries

Anthony Hurst, BA(Geomorphology), MM

Director Extensive Industry Development

Regina Fogarty, B.V.Sc., PhD

Director Intensive Industry Development

Delia Dray, MAppSc

Director Animal Welfare

Ross Burton, BVSc; MVS; MSc

Deputy Director-General Mineral Resources

Alan Coutts, BCom, DipEd

Director Minerals Development

Vacant

A/Director Environmental Sustainability
Ken Hollands, BE (Mining) MBA

Director Geological Survey of NSW
Lindsay Gilligan, BSc(Hons), MAppSc, MBA

Director Mine Safety Operations
Rob Regan, B E (Mining) First Class Hons

Director Minerals Maitland
Brad Mullard, BSc

Chief Executive Officer Coal Compensation Board

Carolyn Bloch

Chief Executive Officer Mine Subsidence Board

Greg Cole-Clark, B.E (Mining), MBA

A/Chief Executive Officer Primary Industries Trading

Alastair Howard BA

Director Planted Forests Operations

Peter Crowe, BSc (Forestry)

Director Native Forests Operations

Mike Bullen, BSc (Forestry), MBA

Director Commercial Services

Gary Keating, BEc

Director Financial & Operational Business Services

Mal Clinch, BBus (Acc), FCPA, FCIS

A/Director Land Management & Technical Services

Ross Dickson, B.Ag Sc (Hons), MSc (Plant Science), PhD (Forestry Science)

Deputy Director-General Science and Research

Nick Austin, BE Agr (Hons), MSM, PhD, CDCD, CID

Director Systems Research & Chief Scientist

Steve Kennelly, BSc (Hons), PhD, DSc

Director Production Research

Trevor Gibson, BScAgr Hons, MScAgr, PhD

Director Health Sciences, Science Alliances and Evaluation

Helen Scott-Orr, B.V.Sc. (Hons), Dip Bact., M.A.C.V.S (Epidem.)

Director Resources Research

Rob Young, B. Ag. Econ, M. Nat. Res.

Director Rural Innovation

Steve Thomas, B.Ag Sc Hons, PhD

Director Research Operations

Geoff File, B Rur Sc (Hon), M Rur Sc, HDA (Hon), FAICD, JP

Executive Director Biosecurity, Compliance and Mine Safety

Doug Hocking, DipAgr, Grad Dip Extension, Grad Cert Management

Director Animal & Plant Biosecurity

Bruce Christie, BVSc

A/Director Surveillance & Biosecurity Operations

Ian Roth, BVSc

Director Emergencies & Strategic Response

Graeme Eggleston, BVSc.,MACVSc.,PSM

Director Agriculture & Fisheries Compliance Operations

Paul O'Connor, BSc, MSc

Director Compliance Standards

Jenny Nash, BAgEc

Director Mine & Forest Safety Performance

Rod Morrison, B.Bus

Executive Director, Strategy, Policy and Communications

Wendy Stamp, BA (Hons), MAdmin

Director Industry Analysis

Scott Davenport, B. Ag, Ec

Director Corporate Strategy & Organisational Development

Alka Khopkar, MA, MBA

Director Policy & Legislation Coordination

Nick Milham, BAgEc (Hons), MEC

Director Communications

Vera Fiala, MBA, MEng

Director Public Affairs & Media

Bill Frew, BEc

Executive Director Corporate Services

Alan Gleeson, BSc (Hons), MStat, PhD

Director Finance & Administration

Tony Heffernan

Director Human Resources

Simon Kempson, BCom (Industrial Relations), GCCI, AFAHRI

Director Assets

Chris Weale, DipAgr

Director Information, Communications & Technology

Boyd Wymer, BE BA (Hons)

Director Legal

Barbara Jones, BA LLB

3.Membership of significant statutory bodies and inter-departmental committees

Statutory body / interdepartmental committee	NSW DPI executive	Position
Animal Genetics & Breeding Unit Board	Dr Nick Austin	Member
Animal Health Australia Board	Mr Doug Hocking	Member
Aquaculture Steering Committee	Mr Barry Buffier	Member
Australian Gene Technology Standing Committee	Dr Nick Austin	Member
Australian Sheep Industry Cooperative Research Centre Board	Dr Nick Austin	Member
Cattle Tick Advisory Committee	Ms Renata Brooks	Member
C B Alexander Agricultural College Foundation	Mr Barry Buffier	Chair
Centre for Coastal Agricultural Lands Landscapes Board	Dr Nick Austin	Member
CEO Forum on Major Infrastructure & Development Approvals	Mr Barry Buffier	Member
CEOs Network Meeting	Mr Barry Buffier	Member
Chief Executives Committee	Mr Barry Buffier	Member
Coal Compensation Board	Mr Alan Coutts	Member
Community Conservation Council	Mr Barry Buffier	Member
CRC for Greenhouse Accounting	Mr Alastair Howard	Member
DPI Asset Sale & Reinvestment Steering Committee	Mr Barry Buffier	Chair
EH Graham Centre for Agricultural Innovation Board of Management	Mr Barry Buffier	Chair
	Dr Nick Austin	Member
Enterprise Grains Australia Board	Dr Nick Austin	Chair
	Dr Stephen Thomas	Member
Farrer Memorial Trust	Mr Barry Buffier	Chair
	Dr Nick Austin	Trustee
Game Council	Mr Alastair Howard	Member
Genomics Centre Board	Dr Nick Austin	Chair
Graham Gregory Trophy Selection Committee	Mr Barry Buffier	Member
Helen Newton Turner Medal Trust	Mr Barry Buffier	Chair
Horticultural Congress Trust	Mr Barry Buffier	Chair
Marine Park Authority Board	Mr Barry Buffier	Chair
McGarvie Smith Institute	Ms Renata Brooks	Trustee
Mine Subsidence Board	Mr Alan Coutts	Chair
Ministerial Advisory Council on Primary Industries Sciences	Dr Nick Austin	Member
Murray-Darling Basin Commission	Mr Barry Buffier	Commissioner
National Emergency Animal Disease Management Group	Mr Barry Buffier	Member
National Emergency Plant Pest Management Group	Mr Barry Buffier	Member
National Monitoring System Steering Committee	Mr Barry Buffier	Member
National Wine & Grape Industry Centre Council	Mr Barry Buffier	Chair
Natural Resources & Environment CEO Cluster Group	Mr Barry Buffier	Member
Natural Resources Advisory Council	Mr Barry Buffier	Member
Natural Resources Information Needs Committee	Ms Renata Brooks	Member
Natural Resources Management Standing Committee	Mr Barry Buffier	Member
	Ms Wendy Stamp	
Natural Resource Management Joint Steering Committee	Mr John Fisher	Member
NSW/Guangdong Joint Economic Committee	Mr Alan Coutts	Member

3. Membership of significant statutory bodies and inter-departmental committees (continued)

NSW Rural Assistance Authority Board	Mr Alan Coutts	Member
Primary Industries Health Committee	Ms Renata Brooks	Member
Primary Industries Innovation Centre Board	Dr Nick Austin	Member
Primary Industries Standing Committee	Mr Barry Buffier	Member
Rural Women's Network State Advisory Committee	Mr Barry Buffier	Chair
Standing Committee of Officials of the Ministerial Council on Mineral and Petroleum Resources (MCMPR)	Mr Alan Coutts	Member
Seafood Industry Advisory Council	Mr Barry Buffier	Member
Standing Disease Control Advisory Committee	Ms Renata Brooks	Member
State Emergency Management Committee	Ms Renata Brooks Mr Doug Hocking	Member Member
Sustainable Forest Management Committee of the Forest & Forest Products Committee	Mr Alastair Howard	Member
Water CEO's Committee	Ms Renata Brooks	Member
Value Added Wheat Cooperative Research Centre Board	Dr Nick Austin	Member

4. Advisory bodies and committees**Agriculture Ministerial Advisory Council**

Mr Mike Cahill (Chair)
Mr David Anthony
Mr Peter Bartter
Mr Phillip Brown

Mr Richard Bull
Mr Howard Charles
Mr George Faulkner

Mr David Kinsey
Mr Jock Laurie
Mr Gerard Lawson
Mr Nicholas Moraitis AM

Ms Janet Moxey
Mr Frank Pace
Mr Malcolm Peters
Ms Kathleen Plowman
Mr Michael Scotland (Executive Officer)
Mr Bill Sweeney

Dairy Industry Conference

Mr Albert Vidler (Chair)
Ms Joy Allen
Mr Tim Burfitt (Executive Officer)
Mr Adrian Drury
Mr Stephan Ellaway
Ms Kath Evans
Mr Angus Gidley-Baird
Mr Bob Grey
Ms Janet Moxey

Mr Charles Ng
Mr Terry Toohey
Mr Ron Della Vedova
Mr Albert Vidler
Mr Winston Watt
Ms Kate Woodward

Forests and Forests Products Advisory Council

Mr Graeme Pash (Chair)
Mr Russ Ainley
Mr Peter Boyd
Mr Gus Carfi
Mr Marcus Derham
Mr Rick Fowler (Executive Officer)
Mr Alastair Howard
Mr Rob Lord
Mr Michael Madden
Mr John McNamara
Mr Kerry Pidcock
Mr Warwick Ragg
Mr Nick Roberts
Mr Craig Smith

Ministerial Advisory Council of Primary Industries Sciences

Dr John Keniry (Chair)
Prof Derek Anderson
Mr David Anthony
Dr Nick Austin
Mr Richard Bootle

Dr TJ Higgins
Dr Steven Kennelly
Mr John Maitland
Mrs Janet Moxey
Mr Mal Peters
Prof Jim Pratley
Dr Lisa Szabo
Mr Grahame Turk
Dr John Williams
Mr Peter Zed

NSW Minerals Ministerial Advisory Council

Mr Nicholas J Papallo (Chair)
Mr Tim Lehany
Dr Angus Collins
Mr Peter Coates
Mr David Tucker
Mr Colin Bloomfield
Prof Ian Plimer
Mr Bob Cameron
Mr Peter Murray
Mr Tony Maher
Mr Tony Haggarty
Mr Alan Coutts

NSW Wine Industry Research and Development Advisory Council

Mr Greg Jones (Chair)
Ms Elizabeth Antonopolous
Mr Darren De Bortoli

4. Advisory bodies and committees (continued)

Mr Trevor Drayton
 Mr Ken Edwards
 Mr Loftus Harris
 Mr Hans Heilpern
 Mr Dick Hilder
 Mr Doug Hocking (Executive Officer)
 Ms Glenda Hoffman
 Mr Ron Hutton
 Mr Greg Jones
 Mr Doug McWilliam
 Mr David O'Dea
 Mr Stephen Roberts
 Mr Peter Robson
 Mr Geoff Scollary
 Mr Bruce Tyrrell

Organic Ministerial Advisory Council

Mr Terrence Healey (Chair)
 Mr David Booth
 Mr Geoff Brown
 Ms Jan Denham
 Ms Catherine Ford
 Mr Richard Jones
 Mr Stuart Larsson
 Mr Eric Love
 Mr Phillip Rougon
 Mr Ken Taylor

Pork Industry Task Force

Mr Ron Pollard Chair
 Mr Tim Burfitt
 Mr Ted Campbell
 Mr Paul Judge
 Ms Jane Littlejohn
 Mr Alex McGilvray
 Ms Kathleen Plowman
 Mr Murray Spicer
 Mr Anand Sugrim
 Ms Sally Walker

Poultry Meat Industry Committee

Mr Stephen Carroll (Chair)
 Ms Joanna Blunden (Executive Officer)
 Mr John Camilleri
 Mr John Cordina
 Mr Anthony D'Andrea
 Mr Ashley Etherington
 Mr Chris Freney
 Mr L. Gallagher
 Mr Brian McKelvey
 Mr Peter Pulley
 Mr James Samphier
 Mr Andrew Stevenson

Mr Joe Vella
 Mr Alan Wilson
 Mr John Witherspoon

Seafood Industry Advisory Council

Mr Hans Heilpern (Chair)
 Mr Richard Bagnato
 Mr Barry Buffier
 Mr Graeme Byrnes
 Mr Ian Charles
 Mr George Davey
 Mr Jim Drinkwater
 Mr Ron Firkin
 Mr Nicholas Georgouras
 Mr Don Johnson
 Ms Megan Kessler
 Mr Bill Pearce
 Mr Ron Prindable
 Prof. Stephan Schnierer
 Ms Donna Smythe
 Mr Tony Troup
 Mr Grahame Turk

Other advisory bodies

Abalone Management Advisory Committee
 Advisory Council on Recreational Fishing
 Agriculture Scientific Collections Trust
 Animal Research Review Panel
 Animal Welfare Advisory Council
 Banana Industry Committee
 Belgenny Farm Agricultural Heritage Trust
 Board of Tick Control
 Bovine Johnes's Disease Summit Executive Committee
 C B Alexander Agricultural College Advisory Committee
 C B Alexander Foundation
 Coal Safety Advisory Committee
 Coalfield Geology Council
 Derelict Mines Committee
 Director-General's Animal Care and Ethics Committee
 Estuary General Fishery Management Advisory Committee
 Estuary Prawn Trawl Management Advisory Committee
 Exhibited Animals Advisory Committee
 Extractive Industry Safety Advisory Committee
 Farmbis State Planning Group
 Farrer Memorial Trust

Fisheries Scientific Committee
 Game Council of New South Wales
 Geological Survey Advisory Committee
 Grain Marketing Consultative Committee
 Helen Newton Turner Medal Trust
 Horticultural Congress Trust
 Intensive Agriculture Consultative Committee
 Lobster Management Advisory Committee
 Marine and Estuarine Recreational Charter Management Advisory Committee
 Mccarvie Smith Institute Trust
 Metalliferous Safety Advisory Committee
 Mine Safety Advisory Council
 Murray Valley Citrus Marketing Board Selection Panel
 Murray Valley Wine Grapes Industry Development Committee
 Murrumbidge College of Agriculture Advisory Council
 National Livestock Identification System, Sheep Implementation Advisory Committee
 Non Indigenous Animals Advisory Committee
 Noxious Weeds Advisory Committee
 NSW Agriculture Advisory Council on Gene Technology
 NSW Grains Board
 NSW National Livestock Identification System Advisory Committee
 NSW Nursery Industry Services Committee
 NSW Travelling Stock Reserves Committee
 NSW Wine Industry Research and Development Advisory Council
 Ocean Trap and Line Management Advisory Committee
 Ocean Trawl Management Advisory Committee
 Ovine Johnes's Disease Industry Advisory Committee
 Pest and Nuisance Animals and Insect Control Committee
 Pest Animal Council, NSW
 Recreational Fishing Freshwater Management Planning Committee
 Recreational Fishing Freshwater Trust

4. Advisory bodies and committees (continued)

Expenditure Committee	Rural Women's Network State Advisory Committee	Veterinary Surgeons Administrative Decisions Tribunal
Recreational Fishing Saltwater Management Planning Committee	Seafood Industry Advisory Council	Veterinary Surgeons Board of NSW
Recreational Fishing Saltwater Trust	Share Management Fisheries Appeal Panel	Wine Grapes Marketing Board
Expenditure Committee	Standing Disease Control Advisory Committee	
Rice Marketing Board	Total Allowable Catch Committee	
Riverena Citrus	Veterinary Surgeons Investigating Committee	
Rural Assistance Authority		
Rural Lands Protection Board's State Council		

5. Legislation and legal change

Acts Administered by NSW

Department of Primary Industries Minister for Primary Industries

Agricultural and Veterinary Chemicals (New South Wales) Act 1994

Agricultural Industry Services Act 1998

Agricultural Livestock (Disease Control Funding) Act 1998

Agricultural Scientific Collections Trust Act 1983

Agricultural Tenancies Act 1990

Animal Research Act 1985

Apiaries Act 1985

Banana Industry Act 1987

Biological Control Act 1985

C.B. Alexander Foundation Incorporation Act 1969

Coal Acquisition Act 1981

Coal Mine Health and Safety Act 2002

Coal Mines Regulation Act 1982

Coal Ownership (Restitution) Act 1990

Dairy Adjustment Programme Agreement Ratification Act 1975

Dairy Adjustment Programme Agreement Ratification Act 1977

Dairy Industry Act 2000

Dried Fruits (Repeal) Act 1997

Exhibited Animals Protection Act 1986

Exotic Diseases of Animals Act 1991

Farm Debt Mediation Act 1994

Farm Produce Act 1983

Farrer Memorial Research Scholarship Fund Act 1930

Fertilisers Act 1985

Fish Marketing Act 1994

Fisheries Act 1935

Fisheries Management Act 1994

Food Act 2003

Forestry Act 1916

Game and Feral Animal Control Act 2002

Gene Technology (GM Crop Moratorium) Act 2003

Gene Technology (New South Wales) Act

Grain Marketing Act 1991

Marginal Dairy Farms Reconstruction Scheme Agreement Ratification Act 1971

Marine Parks Act 1997 (jointly with the Minister for the Environment)

Marketing of Primary Products Act 1983

Meat Industry Act 1978

Mine Subsidence Compensation Act 1961

Mines Inspection Act 1901

Mining Act 1992 (except part, Attorney General)

Non-Indigenous Animals Act 1987

Noxious Weeds Act 1993

Occupational Health and Safety Act 2000 so far as it relates to mines within the meaning of the Mines Inspection Act 1901 and the Coal Mines Regulation Act 1982 (remainder, Minister for Commerce)

Offshore Minerals Act 1999

Petroleum (Onshore) Act 1991

Petroleum (Submerged Lands) Act 1982

Plant Diseases Act 1924

Poultry Meat Industry Act 1986

Prevention of Cruelty to Animals Act 1979

Rural Adjustment Scheme Agreement Act 1993

Rural Assistance Act 1989

Rural Lands Protection Act 1998

Seeds Act 1982

Snowy Mountains Cloud Seeding Trial Act 2004

Softwood Forestry Agreement Act 1968

Softwood Forestry Agreement Ratification Act 1980

Softwood Forestry (Further Agreement) Act 1973

States and Northern Territory Grants (Rural Adjustment) Agreement Ratification Act 1985

States and Northern Territory Grants (Rural Adjustment) Agreement Ratification Act 1989

States Grants (Rural Adjustment) Agreement Ratification Act 1977

States Grants (Rural Reconstruction) Agreement Ratification Act 1971

Stock (Artificial Breeding) Act 1985

Stock (Chemical Residues) Act 1975

Stock Diseases Act 1923

Stock Foods Act 1940

Stock Medicines Act 1989

Swine Compensation Act 1928

Sydney Market Authority (Dissolution) Act 1997

Timber Marketing Act 1997

Uranium Mining and Nuclear Facilities (Prohibitions) Act 1986

Veterinary Practices Act 2003

Veterinary Surgeons Act 1986

Wine Grapes Marketing Board (Reconstitution) Act 2003

5. Legislation and legal change (continued)

Bills passed by Parliament

Gene Technology (GM Crop Moratorium) Amendment (Postponement of Expiry) Bill 2005

Farm Debt Mediation Amendment (Water Access Licences) Bill 2005

Mine Safety (Cost Recovery) Bill 2005

Rice Marketing Amendment (Prevention of National Competition Policy Penalties) Bill 2005

Fisheries Management Amendment Bill 2005

New regulations

The following regulations came into effect on 1 September 2005:

- Agricultural and Veterinary Chemicals (New South Wales) Regulation 2005
- Agricultural Industry Services (Polls and Elections) Regulation 2005
- Animal Research Regulation 2005
- Apiaries Regulation 2005
- Coal Ownership (Restitution) Regulation 2005
- Exhibited Animals Protection Regulation 2005
- Marketing of Primary Products Regulation 2005

- Stock (Chemical Residues) Regulation 2005
- Stock Foods Regulation 2005
- Stock Medicines Regulation 2005
- Timber Marketing Regulation 2005.

Staged Repeal Program

The Department prepared draft regulations and regulatory impact statements for public consultation in relation to the following regulations, which are due for staged repeal on 1 September 2006:

- Non-Indigenous Animals Regulation 1997
- Prevention of Cruelty to Animals (Animal Trades) Regulation 1996 and Prevention of Cruelty to Animals (General) Regulation 1996 (these will be remade as a single regulation).

The Department prepared draft regulations for the following regulations, which are due for staged repeal on 1 September 2006:

- Agricultural Livestock (Disease Control Funding) Regulation 2000
- Agricultural Tenancies Regulation 2001

- Offshore Minerals Regulation 2000
- Petroleum (Submerged Lands) Regulation 2001
- Rural Assistance (General) Regulation 2001.

Statute Law Revision amendments

Agricultural Scientific Collections Trust Act 1983

Coal Mine Health and Safety Act 2002

Exhibited Animals Protection Act 1986

Exotic Diseases of Animals Act 1991

Fisheries Management Act 1994

Fisheries Management (General) Regulation

Forestry Act 1916

Game and Feral Animal Control Act 2002

Game and Feral Animal Control Regulation 2004

Gene Technology (GM Crop Moratorium) Act 2003

Mine Health and Safety Act 2004

Non-Indigenous Animals Act 1987

Plant Diseases Act 1924

Stock (Chemical Residues) Act 1975

Stock Diseases Regulation 2004

Stock Foods Act 1940

6. Significant judicial decisions

Significant judicial decisions

Of the numerous prosecutions and other litigation matters in 2005-06 under legislation administered by the Department, several resulted in important decisions.

The Full Bench of the Industrial Court handed down judgment on 25 November 2005 in *Morrison v Eureka Opals Pty Limited*. That case involved an appeal by the Departmental prosecutor against the acquittal of that company when it was prosecuted under the *Occupational Health & Safety Act 1983 (OHS Act 1983)* in relation to serious injury to a worker following a 28 March 2000 roof collapse at an opal mine at Lightning Ridge. The company was the holder of the mineral claim granted under the *Mining Act 1992* that covered the mine involved and had been prosecuted for an offence under section 17 of the *OHS Act 1983* (now replaced by section 10 of the *Occupational*

Health & Safety Act 2000 – OHS Act 2000). That provision requires a person who has to any extent control of premises used as a place of work by non-employees of the person to ensure that the premises are safe and without risks to health.

The Industrial Court judge who acquitted the company at first instance had accepted its submission that, although it was holder of the relevant mineral claim, the mine premises were, as a result of arrangements by the company with another person for the working of the mine, not controlled by the company. In giving its judgment in the appeal, the Full Bench determined that such arrangements did not result in the company's rights and obligations as controller of the mine, arising from the mineral claim held, being transferred to another person. The earlier acquittal was set aside and the company was fined \$30 000.

6. Significant judicial decisions (continued)

Other significant decisions were given by the Court of Appeal on 30 November 2005 in the cases of *Coal Operations Australia Pty Limited v Morrison* and *Powercoal Pty Limited v Morrison*. These cases involved challenges by application to the Court of Appeal to the constitutional validity of the Industrial Court's power under section 197A of the *Industrial Relations Act 1996* to hear appeals by the Department against acquittals of persons prosecuted by the Department under the *OHS Act 1983* or the *OHS Act 2000*. The Court of Appeal dismissed the applications.

It might also be noted that, during March 2006, the Full Bench of the Industrial Court heard appeals by Newcastle Wallsend Coal Company Pty and Oakbridge Pty Limited and three mine officials against their earlier convictions for offences against the *OHS Act 1983* in relation to the deaths on 14 November 1996 of four miners in an underground water inrush at Gretley Colliery (the prosecutor being a WorkCover officer). At present, the Full Bench has reserved its decision on those appeals to a date to be fixed.

On 2 December 2005, the Narooma Local Court (Lyon LCM), gave judgment in the matters of *NSW Fisheries v Rigby, Caple & Others*, which involved prosecution of 11 defendants for offences under the *Fisheries Management Act 1994* relating to possession of prohibited size abalone, exceeding possession limits for abalone and shucking abalone adjacent to waters at Narooma and four lobster offences. Their defence included arguments that their traditional Aboriginal fishing practices, relevant to the alleged offences, were part of their religion and that they had an honest and reasonable belief in their right to engage in those practices regardless of state law. In its judgment, the Court found each of the defendants guilty, imposing fines ranging between \$50 and \$1000 as well as bonds in relation to five offences. The defendants have filed appeals with the District Court.

7. Evaluation and improvement

NSW DPI is committed to continuous improvement of programs and services to both internal and external stakeholders. Accordingly, the following reviews were carried out in 2005-06.

Internal controls

NSW DPI continued to review, audit and improve internal controls. Comprehensive internal reviews were conducted for the systems for:

- travel allowance reimbursement
- payroll and personnel administration
- occupational health and safety policies and procedures
- assets capital and maintenance expenditure
- administration of minerals royalties collections and minerals titles
- management of the Freshwater Fishing Trust
- payments under the Drought Transport Subsidy Scheme.

Review of Fisheries Management in NSW – Mr Richard Stevens

In December 2005 NSW DPI engaged Mr Richard Stevens, Government Relations and Fisheries Management Advisor, to conduct a review on fisheries management in NSW. Mr Stevens conducted interviews and received written submissions from commercial, recreational and other fisheries stakeholders and NSW DPI staff. The review report identifies the main challenges facing fisheries management and makes

recommendations for priority actions, guiding principles, consultative approaches and issues management.

NSW DPI has accepted and is progressively implementing the actions from the review.

Report on the Review of the NSW Abalone Fishery – Dr John Keniry

Following a further reduction in the total allowable catch by the independent Total Allowable Catch Committee, Dr John Keniry was engaged to chair an independent taskforce to review the reductions and make recommendations on the future directions for the fishery. A key focus was to identify possible strategies to help the abalone industry plan and adjust for significant variations in the availability of abalone stocks and market prices.

The report was released in December 2005. NSW DPI is progressively developing and implementing strategies in response to Dr Keniry's review within the context of the existing arrangements of the fishery, including the share management plan, the environmental determination for the commercial fishery and the recommendations from the Total Allowable Catch Committee.

Risk assessment

During 2005-06, NSW DPI conducted a department-wide business risk assessment using a consistent methodology based on the Australian/New Zealand Standard for Risk Management. (Refer to page 89 for more detail)

7. Evaluation and improvement (continued)

Science review

In July 2005, the then Premier established a Review of Scientific Research in NSW Government Agencies. As the largest research organisation reviewed, NSW DPI provided substantial information on its research portfolio and the significant public benefits from this research investment. This is the latest in a number of reviews of NSW DPI research

or that conducted by the former agencies incorporated in NSW DPI. The review will enable a greater understanding of the extent and complexity of NSW DPI research as well as its significant economic, environmental and social benefits.

8. Staff statistics

All statistics shown in the following tables are expressed as equivalent full-time (EFT) unless otherwise stated.

Table 1. Staff numbers (EFT)

	Perm (excl Forests NSW)	Other (excl Forests NSW)	Perm (Forests NSW)	Other (Forests NSW)	Total
2004-05	1802	747	954	85	3588
2005-06	1815	724	948	98	3585

Table 2. EFT number of female and male staff within salary levels

Salary Level	\$0-\$32 605	\$32 606-\$42 824	\$42 825-\$47 876	\$47 877-\$60 583	\$60 584-\$78 344	\$78 345-\$97 932	Greater than \$97 932 (Non-SES)	Greater than \$97 932 (SES)	Total
Female (excl Forests NSW)	5	221	184	236	207	56	20	4	933
Male (excl Forests NSW)	9	230	154	301	480	239	178	15	1606
Female (Forests NSW)	17	52	30	64	31	14	4	0	212
Male (Forests NSW)	49	303	73	175	119	53	56	6	834
Totals	80	806	441	776	837	362	258	25	3585

Table 3. Numbers and levels of SES staff

		SES level								Total
		1	2	3	4	5	6	7	8	
30 June 2005	Excl Forests NSW	2	5	4	5	3	2	1	1	23
	Forests NSW	1		5			1			7
30 June 2006	Excl Forests NSW	1	5	5	1	3	3		1	19
	Forests NSW	1		4			1*			6

*Substantive Level 3 but Acting CEO Level 6

Table 4. Numbers and levels of female SES staff

		SES level								Total
		1	2	3	4	5	6	7	8	
30 June 2005	Excl Forests NSW		1	1	2	2				6
	Forests NSW									0
30 June 2006	Excl Forests NSW			1	1	1	1			4
	Forests NSW									0

9. Equal employment opportunity

Fair policy and procedures

The Personnel Officer (Policy) has responsibility for policy development and implementation in all areas of EEO to ensure:

- fair practices in the workplace
- management decisions being made without bias
- recognition and respect for the social and cultural backgrounds of all employees
- employment practices that produce employee satisfaction and job commitment
- improved productivity by guaranteeing that the workplace is efficient and free from bullying, harassment and discrimination.

The Personnel Officer (Policy) is an executive member of Diversity NSW, their vision being to excel in providing networking and support services for its members and to influence strategic decision makers in the development, implementation and review of employment equity related policies and strategies.

The Department plans to conduct an EEO survey in the coming year to ensure that EEO statistics are current and comprehensive for staff across NSW DPI.

Policy and guidelines for management and staff on grievance management and combating workplace harassment and bullying will be developed and implemented during the next 12 months.

Performance management and EEO

Performance indicators for the implementation of EEO strategies are incorporated into the performance agreements of all Senior Executive Services officers.

Management and staff are encouraged to use the Performance Management and Development System to provide a fair and consistent framework by which the individual performance of staff members can be assessed.

Recruitment

Training courses in Selection Techniques, Career Enhancement and Interview Skills, and Career and Job Change, have been provided throughout the year and made available to all staff.

Recruitment practices are closely monitored by the Human Resources Employee Services Unit to ensure that the selection and recruitment process is open, ethical and transparent and that selection is made with a commitment to the firm application of the merit principle.

Flexible work practices

The Department recognises the importance of flexibility for all employees to balance their work and personal responsibilities

more effectively and offers job sharing, part-time work, career breaks, variable year employment, part-year employment, working from home, and an enhanced Flexible Working Hours Agreement.

Health management

The Department provides confidential professional counselling and support for staff in need through the Human Resources Strategic Services Unit and the Employee Assistance Program.

The Mental Health First Aid Course is delivered across the Department as part of the Staff Training and Development Program.

Aboriginal employment

The Department is committed to achieving the NSW Government target of two per cent Aboriginal employment. We are currently developing an Aboriginal Employment Strategy, which seeks to increase Aboriginal employment and retention as well as addressing career progression, training and support for aboriginal staff to assist them in reaching their full potential.

One avenue the Department is pursuing to increase employment of Aboriginal staff is the permanent employment element of the Elsa Dixon Aboriginal Employment Program through the NSW Department of Education and Training. We currently have an application lodged to employ two Aboriginal people in regional areas under this program.

Further steps such as identified Aboriginal positions are also being pursued. Recruitment action for an Aboriginal Policy Officer within the Aboriginal Liaison and Cultural Heritage Unit is one such example.

Employees with a disability

The Human Resources Strategic Services Unit, in conjunction with supervisors, provides ongoing support for employees with a disability. This support is based on medical advice and consultation with occupational therapists.

The Department currently employs four disabled apprentices and one disabled trainee.

Disability Capital/Maintenance Program

A total of \$98 700 was spent as part of the Department's Disability Strategic Plan as follows:

- Wollongbar – disabled covered parking area
- Broken Hill Core Library – disabled toilet and amenities
- OAI - disabled access to building
- EMAI VMS Dairy
- Wagga J block laboratory – disabled access ramp and toilet
- Dutton trout hatchery – disabled hand railing.

9. Equal employment opportunity (continued)

Women's employment

On International Women's Day this year the Director-General launched the Department's new Women's Employment Strategy. With the formation of the NSW DPI came the opportunity to develop a new approach to maximising the potential of our women by building on the Spokeswomen's Program, which had operated in the former four agencies. NSW DPI's Women's Employment Strategy aims to ensure that the potential of all female employees is realised, and that they are recognised as key contributors in the workplace.

As part of the strategy, a consultative group of 21 women from all divisions across the State and across salary ranges has

recently been selected from expressions of interest received. Their role is to network and consult with women employees to identify women's employment needs and develop proposals to address them. This group will develop an action plan, monitor its implementation, and assist in its promotion across the Department.

The Department is providing funds for a number of women to undertake the Public Sector Management Course.

Table 1. Trends in the representation of EEO target groups in %

EEO target group	Benchmark or target	% of total staff			
		2003	2004	2005	2006
Women	50%			38%	33%
Aboriginal people and Torres Strait Islanders	2%			.3%	1.7%
People whose first language was not English	20%			8%	11%
People with a disability	12%			7%	8%
People with a disability requiring work-related adjustment	7%				.3%

Table 2. Trends in the distribution of EEO target groups

EEO target group	Benchmark or target	Distribution index			
		2003	2004	2005	2006
Women	100			80	86
Aboriginal people and Torres Strait Islanders	100			n/a	71
People whose first language was not English	100			110	103
People with a disability	100			96	90
People with a disability requiring work-related adjustment	100				n/a

Notes

- 1 Excludes casual staff.
- 2 Note that this year's figures include Forests NSW which was not included in 2004-05 data.
- 3 A Distribution Index of 100 indicates that the centre of the distribution of the EEO groups across salary levels is equivalent to that of other staff. Values less than 100 mean that the EEO group tends to be more concentrated at lower salary levels than is the case for other staff. The more pronounced this tendency is, the lower the index will be. In some cases the index may be more than 100, indicating that the EEO group is less concentrated at lower salary levels. The Distribution Index is automatically calculated by the software provided by the Office of the Director of Equal Opportunity in Public Employment on Equal Employment Opportunity (ODEOPE).

Table 3. Percent of total NSW DPI staff by level

Level	Total staff (number)		Men	Women	Aboriginal people & Torres Strait Islanders	People from racial, ethnic, ethno-religious minority groups	People whose language first spoken as a child was not English	People with a disability	People with a disability requiring work-related adjustment
< \$32 606	18	22%	67%	33%				25%	
\$32 606 – \$42 824	734	31%	63%	37%	3.9%	5%	8%	11%	0.4%
\$42 825 – \$47 876	462	48%	48%	52%	1.8%	4%	9%	10%	
\$47 877 – \$60 583	824	58%	62%	38%	2.5%	6%	16%	7%	0.2%
\$60 584 – \$78 344	885	66%	71%	29%	0.2%	10%	13%	7%	0.5%
\$78 345 – \$97 932	430	77%	83%	17%		9%	11%	6%	
> \$97 932 (non SES)	191	81%	93%	7%		6%	8%	6%	0.6%
> \$97 932 (SES)	19	79%	79%	21%				7%	
TOTAL	3563	57%	67%	33%	1.7%	7%	11%	8%	0.3%
Est. number of staff	3563	2014	2377	1186	59	237	408	293	11

Table 4. Per cent of total NSW DPI staff by level

Employment basis	Total staff (Number)		Men	Women	Aboriginal people & Torres Strait Islanders	People from racial, ethnic, ethno-religious minority groups	People whose language first spoken as a child was not English	People with a disability	People with a disability requiring work-related adjustment
Permanent full-time	2681	60%	75%	25%	1.5%	7%	11%	8%	0.4%
Permanent part-time	141	72%	10%	90%		3%	5%	7%	
Temporary full-time	593	38%	54%	46%	0.4%	8%	22%	4%	
Temporary part-time	126	38%	17%	83%		6%	17%	6%	
Contract - SES	19	79%	79%	21%				7%	
Contract - Non-SES	4	50%		100%		50%	50%		
Training positions	12	25%	83%	17%					
Retained staff									
Casual	349	19%	54%	46%			22%		
TOTAL	3925	53%	66%	34%	1.1%	7%	13%	7%	0.3%
Est. number of staff	3925	2084	2579	1346	44	256	527	264	10

Notes: 1. Table 3 does not include casual staff
2. Figures for EEO groups other than women have been adjusted to compensate for the effects of non-response to the EEO data collection.

10. Ethnic Affairs Priorities Statement

The Department is committed to the New South Wales Charter of Principles for a Culturally Diverse Society with the following Statement of Intent.

This statement confirms the NSW Department of Primary Industries' commitment to the New South Wales Charter of Principles for a Culturally Diverse Society and reflects how services and facilities are accessible to all residents of this State.

The NSW Department of Primary Industries is dedicated to the development of profitable, sustainable primary industries for NSW.

Recognising the cultural mix of consumers, the Department is committed to ensuring that quality products meet the needs of a culturally diverse market. Training of client service staff involves sessions highlighting the cultural diversity of our clientele and educating officers on how best to satisfy the individual needs of all people.

All residents of NSW have access to the services and open facilities of the NSW Department of Primary Industries. Wherever necessary, clients' special needs will be addressed professionally, expeditiously and in a manner appropriate to those needs.

To implement the Ethnic Affairs Priorities Statement the Department will continue to:

- circulate information that will assist departmental staff to respond effectively to ethnic affairs issues. This is achieved by disseminating information on cultural diversity to all staff, at recruitment and induction and as part of ongoing training programs
- enhance the cultural diversity of NSW DPI staff by providing for special needs of potential staff in the recruitment process and by providing cross-cultural awareness training made available to all staff
- provide access to individual training for staff who have language communication difficulties
- respond to community needs for access to the resources of NSW DPI by ensuring that the staff list of Community Language Allowance Scheme recipients, and the languages spoken, is readily available to relevant staff to assist their culturally diverse client groups
- provide a service whereby information is provided to clients with translation and/or interpretation, if required.

The Department has a full time Community Relations Manager attached to its Agriculture and Fisheries Division to manage, develop and deliver community education programs and frontline advisory services to the general public, including school children, Aboriginal people, disabled people, overseas delegates and non-English speaking backgrounds.

During 2005-06 the Department delivered its commitment to EAPS through a range of activities, including:

- the employment of three bilingual officers to work with the community to improve chemical management on farms. Their role is to encourage people to attend training and assist farmers in adopting the practices detailed in the training such as keeping chemical records, safe pesticide storage and correct use of pesticides
- the training of over 200 farmers from a range of culturally diverse backgrounds (Chinese, Vietnamese, Arabic, Cambodian) on Smarttrain, soils and fertiliser use, freshcare, basic computer skills, machinery maintenance and integrated pest management training. Fifty-one graduated with a full certificate III in Agriculture and a further 30 are expected to do so next year
- the development of resources in Khmer, Chinese, Vietnamese and Arabic to support training in chemical management and soils and fertiliser management
- the organisation of fishing workshops for non-English speaking background families and children with disabilities. A total of 147 children together with 432 parents and relatives from Arabic, Chinese, Vietnamese, Korean, Tongan, Pacific Islander, Samoan and Greek backgrounds participated in the one-day workshops
- the development, production and distribution of fisheries information and educational material in different languages
- involvement in a four-week talk-back program on Muslim Community Radio called Good Afternoon Sydney (2MFM 92.1). The Fishing Secrets segment aired at 4pm weekdays and was heard by a significant section of the Sydney Muslim community.

Programs for 2006-07

- Develop a multilingual fisheries section of the NSW DPI website on recreational fisheries information.
- Develop and erect multilingual signage around relevant waterways

11. Overseas travel

Name	Position	Country visited	Purpose of visit	From	To
J Piltz	Professional Officer	Northern Ireland Ireland	Attend 14th International Silage Conference	1/07/2005	11/07/2005
S Newman	Research Horticulturist	Vietnam	Improve post harvest handling of temperate fruits in Australia and Vietnam	3/07/2005	25/07/2005
V Ku	Project Officer	Vietnam	Improve post harvest handling of temperate fruits in Australia and Vietnam	3/07/2005	20/07/2005
B Moloney	Technical Specialist	New Zealand	Study on campus for a masters degree in epidemiology	4/07/2005	23/07/2005
D Michalk	Research Leader	China	Undertake consultancy for Worldvision Australia on behalf of NZAid in Gansu province	10/07/2005	29/07/2005
R Jones	Senior Research Scientist	China	Undertake consultancy for Worldvision Australia on behalf of NZAid in Gansu province	10/07/2005	29/07/2005
A Bowman	Research Leader	Eritrea	Take part in dryland farming systems capacity building project	15/07/2005	25/07/2005
A Jessup	Senior Research Horticulturist	Papua New Guinea	Set up procedures to monitor, manage and control fruit flies in horticultural production areas	19/07/2005	22/07/2005
J Mullen	Principal Research Scientist	Philippines	Conduct economic analysis of value of seasonal climate	25/07/2005	5/08/2005
A Milgate	Research Agronomist	Japan China Malaysia	Tour Asian wheat market	30/07/2005	13/08/2005
D Hopkins	Senior Research Scientist	South Africa USA	Present paper at 51st International Congress of Meat Science & Technology. Present seminar at University of California	3/08/2005	17/08/2005
J Ekman	Research Horticulturist	United Arab Emirates	Examine the outturn quality of lettuce, cauliflowers and broccoli shipped to Dubai	5/08/2005	12/08/2005
J Golding	Research Horticulturist	United Arab Emirates	Examine the outturn quality of lettuce, cauliflowers and broccoli shipped to Dubai	5/08/2005	12/08/2005
C Hunt	Technical Officer	Indonesia Sumatra	Manage soil fertility for restoring cropping in tsunami affected soils areas of Nanggroe Aceh, Darussalam Province	7/08/2005	14/08/2005
M McLeod	Research Hydrologist	Indonesia Sumatra	Manage soil fertility for restoring cropping in tsunami affected soils areas of Nanggroe Aceh, Darussalam Province	7/08/2005	14/08/2005
P Slavich	Research Leader	Indonesia Sumatra	Manage soil fertility for restoring cropping in tsunami affected soils areas of Nanggroe Aceh, Darussalam Province	7/08/2005	14/08/2005
S Fielder	Research Scientist	India	Monitor progress of salt-affected areas and visit research facilities	14/08/2005	19/08/2005
M Hornitzky	Research Leader	Ireland	Attend International des Epizooties Symposium and present scientific data at Apimondia Conference	17/08/2005	28/08/2005
B Dominiak	Project Coordinator	Austria	Attend international fruit fly consultants meeting	20/08/2005	28/08/2005
M Sissons	Senior Research Scientist	USA Canada	Attend and present at 3rd International Durum Wheat Workshop and speak at American Association of Cereal Chemists International Conference	2/09/2005	5/10/2005
H Allen	Senior Cereal Chemist	USA	Attend American Association of Cereal Chemists International Conference	7/09/2005	24/09/2005
P Kirkland	Principal Research Scientist	France Northern Ireland Switzerland USA	Meet with Synbiotics (Europe). Attend Circoviruses Conference and 6th International Pestivirus Symposium and Emerging Diseases Forum	8/09/2005	22/09/2005
D Finlaison	Veterinary Virologist	Northern Ireland USA	Study new techniques for virus research and attend International Conference on Circoviruses and Emerging Diseases Forum	9/09/2005	7/10/2005
N Donovan	Plant Pathologist	Israel	Receive advanced training in the identification of phoma tracheiphila	10/09/2005	26/09/2005
D Michalk	Research Leader	China	Attend and present paper at the XV International Plant Nutrition Colloquium. Undertake World Bank Consultancy for Gansu & Sinjiang Pastoral Development Project	13/09/2005	1/10/2005

11. Overseas travel (continued)

B Holzapfel	Senior Research Viticulturist	China	Participate and present at the XV International Plant Nutrition Colloquium	14/09/2005	1/10/2005
R Hutton	Deputy Director, National Wine & Grape Industry Centre	China	Participate and present at the XV International Plant Nutrition Colloquium	14/09/2005	1/10/2005
J Chin	Principal Research Scientist	China	Present a symposium at 13th International Congress in Genes, Gene Families and Isozymes 2005 Forum	15/09/2005	23/09/2005
K Motley	Extension Agronomist	Japan	Study Japanese azuki bean industry	17/09/2005	25/09/2005
M Martin	Technical Officer	Philippines	Visit the grain quality and nutrition research centre at the International Rice Research Institute	19/09/2005	1/10/2005
J Neal	Research Agronomist	Italy UK	Attend Interdrought Conference and Wumed Workshop in Rome. Investigate water use efficiency in UK	22/09/2005	6/10/2005
R Mailer	Principal Research Scientist	Czech Republic	Attend 26th International Society of Fats Congress and present a bid for the 28th Congress in Australia in 2009	25/09/2005	28/09/2005
J Ekman	Research Horticulturist	New Zealand	Attend Australasian Post Harvest Conference and present research results on Asian vegetables	27/09/2005	1/10/2005
P Greenwood	Principal Research Scientist	Austria	Attend a joint Food and Agricultural Organisation/International Atomic Energy Agency consultants meeting on foetal programming and emerging areas of animal nutrition. Prepare final report on consultants meeting in Vienna	14/10/2005	24/10/2005
D Herridge	Principal Research Scientist	India	Present keynote address at the 4th International Food Legume Conference	15/10/2005	24/10/2005
M McLeod	Research Hydrologist	Indonesia Sumatra	ACIAR project c2004/121 - manage soil fertility for restoring cropping in tsunami affected soil areas	16/10/2005	22/10/2005
N Moore	Research Agronomist	Indonesia Sumatra	ACIAR project c2004/121 - manage soil fertility for restoring cropping in tsunami affected soil areas	16/10/2005	22/10/2005
P Slavich	Research Leader	Indonesia Sumatra	ACIAR project c2004/121 - manage soil fertility for restoring cropping in tsunami affected soil areas	16/10/2005	22/10/2005
S Love	Veterinarian	New Zealand	Attend workshop on management of anthelmintic resistance and sustainable worm control in parasites of ruminants	20/10/2005	22/10/2005
A Mather	Extension Agronomist	Tibet China	Attend the Australian Youth Ambassadors for Development Program	27/10/2005	21/03/2006
M Lowry	Research Scientist	USA	Attend 4th International Billfish Symposium	28/10/2005	5/11/2005
B Van Der Walt	Senior Fisheries Manager	USA	Attend and present a paper and poster on NSW DPI Gamefish tagging program at the 4th International Billfish Symposium	30/10/2005	11/11/2005
C Bloch	Director, Change Program Office	Fiji	Chair meeting for the emerging Pacific leader's dialogue 2006	5/11/2005	11/11/2005
C Wellings	Principal Research Scientist	USA	Present a lecture to the Crop Science Society of America and visit colleagues at Washington State University	5/11/2005	18/11/2005
G Allan	Principal Scientist	Papua New Guinea	Develop ACIAR fisheries and aquaculture research program	7/11/2005	11/11/2005
P Gibbs	Principal Scientist	Philippines	Follow up scoping for ACIAR funded project	7/11/2005	15/11/2005
C Harvey	Mining Engineer & Senior Environment Officer	New Zealand	Attend minerals and metallurgy conference	12/11/2005	16/11/2005
D Somerville	Livestock Officer	India	Attend and present a paper at the Eucalyptus in Plantations - Their Value to Honey Bees Conference	12/11/2005	20/11/2005
J Ekman	Extension Horticulturist	Singapore	Conduct a review of quality assurance systems for Asian fruit and vegetable project	13/11/2005	17/11/2005
J Gibson	Ministerial Liaison Officer	Israel West Bank Gaza	As part of a ministerial delegation, assist the Palestinian Authority in establishing wild fisheries and aquaculture industries	15/11/2005	28/11/2005

11. Overseas travel (continued)

S Kennelly	Chief Scientist	Israel West Bank Gaza	As part of a ministerial delegation, assist the Palestinian Authority in establishing wild fisheries and aquaculture industries	15/11/2005	28/11/2005
C Wang	Manager, Primex	China	Explore opportunities for future cooperation in coal mine industry	17/11/2005	25/11/2005
R Singh	Research Economist	India	Work with research scientists involved in permanent beds for irrigated rice-wheat and alternative farming systems project	17/11/2005	19/12/2005
M Fletcher	Principal Research Scientist	Malaysia	Host a workshop on identification of insects in the order hemiptera including collection and identification techniques, morphology and terminology	19/11/2005	27/11/2005
D Hocking	Acting Deputy Director-General, Agriculture, Fisheries and Regional Relations	India Bhutan	Review two major projects for improving sub tropical citrus production and pest management of citrus fruit fly	20/11/2005	2/12/2005
R Jones	Senior Research Scientist	China	Meet with Chinese collaborators of sustainable development of grasslands project and conduct data gathering for future project	24/11/2005	13/12/2005
G Eamens	Senior Research Scientist	New Zealand	Attend Pork Cooperative Research Centre (CRC) research meeting to establish research priorities and key animal health areas applicable to pig health and production research	25/11/2005	2/12/2005
H Scott-Orr	Director, Health Science & Strategic Alliances	New Zealand	Attend the inaugural Pork CRC meeting to negotiate NSW DPI involvement in the CRC	25/11/2005	29/11/2005
R Giles	Principal Research Scientist	New Zealand	Attend Pork CRC research meeting to establish research priorities and key animal health areas applicable to pig health and production research	25/11/2005	2/12/2005
B Moloney	Technical Specialist	New Zealand	Ensure epidemiological policy animal health data analysis	27/11/2005	17/12/2005
J Ekman	Research Horticulturist	Japan	Conduct an outrun evaluation of trial shipment of Australian native flowers to see if flowers are acceptable in the market place	27/11/2005	3/12/2005
T Horn	Agricultural Environmental Specialist	New Zealand	Present a paper at the International Association of Hydrogeologists and Hydrological Society Conference	27/11/2005	3/12/2005
G Sanderson	Research Horticulturist	USA Spain Italy	Improve NSW citrus industry access to the latest varieties through visits to international citrus breeding programs	3/12/2005	20/12/2005
C Wellings	Research Horticulturist	Lord Howe Island	Conduct fieldwork and establish trials as part of ACIAR project 1813-1	4/12/2005	9/12/2005
G Allan	Principal Scientist	Thailand Vietnam Cambodia	Meet with ACIAR aquaculture project collaborators and scientists involved with existing projects	4/12/2005	12/12/2005
L Tessoriero	Diagnostic Plant Pathologist	Lord Howe Island	Conduct fieldwork and establish trials as part of ACIAR project 1813-1.	4/12/2005	9/12/2005
P Drain	Mine Safety Officer	China	Assess operations in China where longwall top coal caving technology is used as Austar colliery is proposing to use it	5/12/2005	11/12/2005
P Hamson	Inspector of Coal Mines	China	Assess operations in China where longwall top coal caving technology is used as Austar colliery is proposing to use it	5/12/2005	11/12/2005
J Brennan	Principal Research Scientist	Mexico	Visit International Maize and Wheat Improvement Centre to discuss the editing of the economics of genetic diversity in wheat book	7/12/2005	19/12/2005
H Burns	National Coordinator, TopFodder	USA	Attend the 35th California Alfalfa & Forage Symposium and discuss forage production issues	10/12/2005	18/12/2005
P Olson	Technical Manager	Italy	Attend international course for panel supervisors of virgin olive oil	10/12/2005	18/12/2005
W O'Connor	Senior Research Scientist	Vietnam	Meet with aquaculture research scientists to discuss the potential of developing an oyster aquaculture project	10/12/2005	15/12/2005
B Christie	Director, Animal & Plant Biosecurity	Indonesia	Attend a scoping mission to develop Indonesian national surveillance system for classical swine fever, avian influenza and foot and mouth disease	12/12/2005	19/12/2005

11. Overseas travel (continued)

J O'Halloran	Cotton Industry Development Officer	USA	Present a paper at the Beltwide Cotton Conference regarding on-farm trials critical in the adaptation of research at a local level	1/01/2006	16/01/2006
T Osborne	Dairy Supervisor	Sweden	Attend a training course on the use and maintenance of the voluntary milking system for Elizabeth Macarthur Agricultural Institute	6/01/2006	30/01/2006
A Gilmour	Principal Research Scientist	United Kingdom	Present a paper and discuss matters at meeting of the biometrics society	13/01/2006	22/01/2006
B Cullis	Principal Research Scientist	United Kingdom	Visit Rothamsted Research to present a paper at the Biometrics Society and discuss matters arising with Asreml Release 2 and future plans for mixed models software.	13/01/2006	22/01/2006
J Lacy	Leader, Rice Farming Systems	Chile	4th Consultancy on Rice Check. Train farmers and agronomists	13/01/2006	23/01/2006
K Bevington	Senior Research Horticulturist	China	Adoption study for evaluation of East Asian citrus germplasm as scions and rootstocks	14/01/2006	22/01/2006
G Griffith	Principal Research Scientist	New Zealand	Present seminar to meat and wool growers and discuss farm monitoring activities	16/01/2006	20/01/2006
D Herridge	Principal Research Scientist	Malaysia Thailand Philippines	Conduct on-ground review of rhizobium project	16/01/2006	31/01/2006
A Coutts	Deputy Director-General, Minerals Division	India	Attend as a member of the Australian delegation to the India-Australia coal and mining forum	29/01/2006	6/02/2006
P Slavich	Research Leader	Vietnam Indonesia	Manage soil fertility for restoring cropping in tsunami affected soils	30/01/2006	14/02/2006
G Kelly	District Horticulturist	Cambodia	Conduct capsicum and chilli variety assessments and plan for leafy vegetable fresh and processed market development	31/01/2006	17/02/2006
M Hickey	District Horticulturist	Cambodia	Visit with ACIAR to conduct 1st phase trial assessments and post-harvest training	31/01/2006	10/02/2006
R Hoogers	District Irrigation Officer	Cambodia	Visit with ACIAR to conduct 1st phase trial assessments and post-harvest training	31/01/2006	7/02/2006
F Scott	Economist	Cambodia	Train extension collaborators and preparation for future field research program	4/02/2006	11/02/2006
R Martin	Research Leader	Cambodia	Train extension collaborators and preparation for future field research program	4/02/2006	23/02/06
S Belfield	District Agronomist	Cambodia	Train extension collaborators and preparation for future field research program	4/02/2006	11/02/2006
E Cother	Principal Research Scientist	Cambodia	Conduct workshops and field surveys as part of ACIAR rice pathology project cim/2003/030.	5/02/2006	18/02/2006
M McLeod	Research Hydrologist	Vietnam Indonesia	Manage soil fertility for restoring cropping in tsunami affected soils	5/02/2006	14/02/2006
N Moore	Research Agronomist	Vietnam Indonesia	Manage soil fertility for restoring cropping in tsunami affected soils	5/02/2006	14/02/2006
S Newman	Research Horticulturist	Vietnam Cambodia	Post-harvest training in tomato and chilli evaluation and planning meeting to develop experimental protocols	5/02/2006	20/03/2006
J Ekman	Quality Assurance Officer	Vietnam	Assist government to develop safe management systems for vegetable industry and organise workshops focusing on quality assurance	8/02/2006	25/02/2006
S Davenport	Director, Industry Analysis	India	Present paper at the Indian National Council of Applied Economic Research	8/02/2006	12/02/2006
S Parks	Research Horticulturist	Vietnam	Assist government to develop safe management systems for vegetable industry and organise workshops focusing on quality assurance	8/02/2006	25/02/2006

11. Overseas travel (continued)

V Nguyen	Special Research Horticulturist	Vietnam	Assist government to develop safe management systems for vegetable industry and organise workshops focusing on quality assurance	8/02/2006	25/02/2006
T Hashimoto	Geoscientist	New Caledonia	Research and investigate the Lord Howe rise and collaborate regarding assessment of offshore petroleum potential	9/02/2006	27/02/2006
G Schwenke	Soil Scientist	Nepal Pakistan	Conduct post evaluations of ACIAR projects for achievement of change at a scientific and community level	15/02/2006	25/02/2006
J Van Leur	Senior Plant Pathologist	China	Attend faba bean and pea improvement meeting and discuss collaborative field trials	18/02/2006	5/03/2006
A Bowman	Research Leader	East Timor	Assess seed and fertiliser industry on behalf of the Ministry of Agriculture, Forestry and Fisheries of East Timor	21/02/2006	11/03/2006
N Phillips	District Agronomist	East Timor	Assess seed and fertiliser industry on behalf of the Ministry of Agriculture, Forestry and Fisheries of East Timor	21/02/2006	11/03/2006
R Burton	Director, Animal Welfare	New Zealand	Attend meeting of the animal welfare working group	21/02/2006	24/02/2006
J Watkins	Manager, Geoscience Mapping and Exploration Geoscience	Canada	Participate in the Commonwealth and State Geoscience delegation to the Prospectors and Developers Association of Canada Convention	28/02/2006	14/03/2006
L Gilligan	Director, Geological Survey	Canada	Participate in the Commonwealth and State Geoscience delegation to the Prospectors and Developers Association of Canada Convention	28/02/2006	14/03/2006
G Butt	Executive Officer, Geological Survey	Philippines	Provide technical assistance to AusAid scoping mission project	4/03/2006	17/03/2006
R Hare	Principal Research Scientist	India	Review of physiological and genetic approaches for the development of waterlogging tolerance in wheat project	4/03/2006	11/03/2006
S Hetherington	Research Horticulturist	Vietnam	Participate in annual project review and planning meeting for improving post-harvest handling of temperate fruits project	5/03/2006	20/03/2006
V Ku	Project Officer	Vietnam	Attend annual project review and planning meeting for improving post-harvest handling of temperate fruits in Australia and Vietnam	5/03/2006	20/03/2006
R Hegarty	Senior Research Scientist	New Zealand	Define the exact protocol and equipment requirements for water and atmospheric research. Develop a structure and research plan	6/03/2006	11/03/2006
G Fraser	Officer in Charge, Regional Veterinary Laboratory, Orange	New Zealand	Attend Sub Committee of Animal Health Laboratory Standards (SCAHLs) meeting number 20	7/03/2006	11/03/2006
A White	Livestock Officer	New Zealand	Lead a study tour group of NSW lamb industry leaders to investigate the critical success factors of lamb alliances	10/03/2006	20/03/2006
B McLeod	Product Development Officer	New Zealand	Lead a study tour group of NSW lamb industry leaders to investigate the critical success factors of lamb alliances	10/03/2006	20/03/2006
C Griffiths	District Livestock Officer	China Tibet	Contribute to an ongoing project for ACIAR - Increasing Milk Production from cattle in Tibet	10/03/2006	28/03/2006
J Wilkins	Senior Livestock Research Officer	China Tibet	Contribute to an ongoing project for ACIAR - Increasing Milk Production from cattle in Tibet	10/03/2006	28/03/2006
G Saunders	Principal Research Scientist	New Zealand	Attend rodent research workshop	14/03/2006	20/03/2006
A Milgate	Research Agronomist	Mexico	Select germplasm from CIMMYT program and attend international workshop on increasing wheat yield potential	18/03/2006	30/03/2006
P Martin	Special Research Agronomist	Mexico	Select germplasm from CIMMYT program and attend international workshop on increasing wheat yield potential	18/03/2006	30/03/2006
L Jenkins	Program Officer	Papua New Guinea	Facilitate the organisation and recording of sea cucumber fishery management workshop	19/03/2006	24/03/2006

11. Overseas travel (continued)

P Slavich	Research Leader	Indonesia	Design a new project aimed at assisting the establishment of agriculture on highly damaged tsunami areas	26/03/2006	2/04/2006
P Kirkland	Principal Research Scientist	United Kingdom France	Attend international conference on avian influenza, participate in research meetings	30/03/2006	9/04/2006
A Cowie	Program Leader, New Forests	Norway	Attend international workshops on bioenergy, greenhouse accounting methodology and policy	31/03/2006	9/04/2006
K Arzey	Veterinary Virologist	United Kingdom	Attend international conference on avian influenza.	1/04/2006	9/04/2006
S Falivene	Citrus Extension Officer	USA Israel	Study citrus production best practice and sustainable management of drip irrigation and fertigation	1/04/2006	29/04/2006
C Bloch	Chief Executive Officer, Coal Compensation Board	New Caledonia	Chair steering committee meeting for the Emerging Pacific Leaders Dialogue 2006	3/04/2006	5/04/2006
D Michalk	Research Leader	People's Republic of China	Review impacts of tropical pastures and undertake review of ACIAR rodent project	10/04/2006	10/05/2006
I Rose	Special Research Agronomist	New Zealand	Attend and present at Australasian Plant Breeding Conference	17/04/2006	22/04/2006
L Tessoriero	Diagnostic Plant Pathologist	Lord Howe Island	Improve the germination and health of Kentia seedlings using microbial agents	17/04/2006	21/04/2006
R Carrus	Technical Officer	Lord Howe Island	Improve the germination and health of Kentia seedlings using microbial agents	17/04/2006	21/04/2006
M Broadhurst	Principal Research Scientist	USA	Attend workshop for judges of the World Wildlife Funds 2006 Smart Gear Competition	18/04/2006	23/04/2006
R Hegarty	Senior Research Scientist	Thailand	Attend the International Atomic Energy Agency training workshop	22/04/2006	29/04/2006
J Golding	Research Horticulturist	Japan	Research and study green tea production, processing and quality management and discuss research work	26/04/2006	10/05/2006
R Jones	Senior Research Scientist	People's Republic of China	Attend and present at the annual meeting of Sustainable Development of Grasslands in Western China Project	26/04/2006	12/05/2006
R Mailer	Principal Research Scientist	USA Germany	Attend 97th AOCS Annual Meeting and Board Meeting of the International Society for Fat Research	29/04/2006	12/05/2006
V Nguyen	Research Horticulturist	Vietnam Japan	Work on green tea production technology and evaluate outcomes of project and plan for second year	30/04/2006	23/05/2006
R Kilgour	Senior Livestock Research Officer	Japan	Increase international linkages of animal welfare research groups to build Australian research capacity	1/05/2006	30/05/2006
G Allan	Research Leader	India Italy	Attend, present and chair a session at the World Aquaculture Conference	3/05/2006	16/05/2006
M Steiner	Senior Entomologist	Spain United Kingdom Israel	Attend the International Organisation for Biological Control working group	3/05/2006	29/05/2006
S Fielder	Research Scientist	India Italy	Attend, present and chair a session at the World Aquaculture Conference	3/05/2006	16/05/2006
S Goodwin	Senior Research Scientist	Spain United Kingdom Israel	Mediate session at the International Organisation for Biological Control Working Group on integrated control in protected crops	3/05/2006	29/05/2006
R Hare	Principal Research Scientist	Syria Lebanon	Evaluate and select breeding materials from icarda/cimmyt, cwana national programs and Australia	5/05/2006	23/05/2006
B Holzapfel	Senior Research Viticulturist	Germany	Study vine carbohydrate reserves and establish project on nutrition and irrigation	6/05/2006	4/06/2006
L Cook	Veterinarian (Chemical Control)	Mexico	Represent states via PISC on Australian delegation to WHO/FAO Codex Committee on residues of veterinary drugs in food (CCRYDF)	6/05/2006	14/05/2006

11. Overseas travel (continued)

W O'Connor	Senior Research Scientist	Italy France	Attend World Aquaculture Conference Journal Board meeting and review French edible oyster breeding programs	6/05/2006	21/05/2006
P Kirkland	Principal Research Scientist	India	Investigate the feasibility of a research project on bluetongue virus in India	10/05/2006	20/05/2006
M Mackay	Curator, Australian Winter Cereals Collection	Sweden Finland	Undertake Nova PhD course in plant breeding	11/05/2006	13/06/2006
D Jordan	Senior Research Scientist	Denmark	Research on the control of food borne hazards	12/05/2006	24/06/2006
D Dray	Acting Director, Intensive Industries Development	Bhutan	Undertake scoping study on the citrus industry and prepare a 5-year plan for research development and extension activities	18/05/2006	31/05/2006
S Hardy	Acting Technical Specialist	Bhutan	Undertake scoping study on the citrus industry and prepare a five year plan for research development and extension activities	18/05/2006	31/05/2006
S Marte	District Horticulturist	Italy France	Attend international prune conference and visit prune facilities	19/05/2006	4/06/2006
C Hunt	Technical Officer	Indonesia	Manage soil fertility for restoring cropping in tsunami affected soils project	21/05/2006	28/05/2006
M McLeod	Research Hydrologist	Indonesia	Manage soil fertility for restoring cropping in tsunami affected soils project	21/05/2006	28/05/2006
P Slavich	Research Leader	Indonesia	Manage soil fertility for restoring cropping in tsunami affected soils project	21/05/2006	28/05/2006
S Murphy	Farming Systems Hydrologist	Canada	Research long-term pasture trials to increase knowledge of grassland agro ecosystems	27/05/2006	9/07/2006
V Ku	Project Officer	Vietnam	Improve post-harvest handling of temperate fruits in Australia and Vietnam	10/06/2006	23/06/2006
B Christie	Director, Animal & Plant Biosecurity	Indonesia	Participate in and investigate possible animal health research projects	12/06/2006	26/06/2006
A Jessup	Senior Research Horticulturist	Papua New Guinea	Attend scoping workshop and develop research plans to monitor, manage and control fruit flies	25/06/2006	1/07/2006

12. Code of conduct

1. Introduction

The people of NSW have a right to expect the business of the State to be conducted with efficiency, fairness, impartiality and integrity. Public employment carries with it a particular obligation to the public interest. It requires standards of professional behaviour from employees that promote and maintain public confidence and trust in the work of government departments.

At the same time, people should not be subject to unnecessary restrictions simply because they work in government. State employees have all the normal rights of employees under common and statute law.

Although no one set of rules can answer all ethical questions, this code of conduct provides the staff of NSW DPI with an ethical framework for their decisions, actions and behaviour.

In this regard, it explains the principles covering appropriate conduct in a variety of contexts and outlines the minimum standard of behaviour expected of public employees.

2. Relevant legislation

The main legislation applying to staff members is the *Public Sector Employment and Management Act 2002* (PSEM Act 2002). The following legislation may also be relevant:

- *Anti-Discrimination Act 1977*
- *Child Protection (Prohibited Employment) Act 1998*
- *Commission for Children and Young People Act 1998*
- *Crimes Act 1900*
- *Freedom of Information Act 1989*
- *Independent Commission Against Corruption Act 1988*
- *Industrial Relations Act 1996*
- *Occupational Health and Safety Act 2000*
- *Ombudsman Act 1974*
- *Privacy and Personal Information Protection Act 1998*
- *Protected Disclosures Act 1994*
- *Public Finance and Audit Act 1983*
- *State Records Act 1998.*

12. Code of conduct (continued)

3. General principles

The community is entitled to expect the business of the State to be conducted with efficiency, economy, fairness, impartiality and integrity. In order to meet this expectation, staff members of NSW DPI need to abide by the following principles when doing their work.

3.1 Responsibility to the Government of the day

Employees are to implement the policies and decisions of the Government of the day in an impartial manner. In particular, employees must comply with any relevant legislative, industrial and administrative requirements.

3.2 Respect for people

Employees are to treat members of the public and their colleagues fairly and consistently, in a non-discriminatory manner with proper regard for their rights and obligations. In this regard, they should perform their duties in a professional and responsible manner.

They should also ensure that their decisions and actions are reasonable, fair and appropriate to the circumstances, based on a consideration of all the relevant facts, and supported by adequate documentation.

3.3 Integrity and public interest

Employees are to promote confidence in the integrity of public administration by always acting in the public interest and not in their private interest.

Employees should protect the reputation of public employers. They should not engage in activities, at work or outside work, that would bring NSW DPI or the Public Service generally into disrepute.

3.4 Responsive service

Employees are to provide a relevant and responsive service to their clients and customers, providing all necessary and appropriate assistance and fulfil the Department's service performance standards.

They should provide information promptly and in an appropriate format that is easy for the recipient to understand, and make sure that the information is clear, accurate, current and complete.

3.5 Economy and efficiency

Employees should keep up to date with advances and changes in their area of expertise and look for ways to improve performance and achieve high standards of public administration.

They should use their authority and available resources and information only for the work-related purpose intended.

3.6 Working with children

Employees are responsible for creating a workplace where children and young people under 18 years are safe and protected from sexual, physical and emotional abuse, and neglect. Such abuse and neglect is an offence under the Commission for Children and Young People Act 1998.

Employees who are 'Prohibited Persons' as described under the Child Protection (Prohibited Employment) Act 1998, are not permitted to apply for, undertake or remain in child-related employment. All employees working in child-related employment must declare whether or not they are a prohibited person.

3.7 Dress standard

Employees have a responsibility to project an appropriate image to the public.

Clothing should be appropriate to the duties of the position, and reflect a professional image wherever possible.

The NSW Government Corporate Wardrobe should be taken as an indicator of this standard. Faded jeans, sporting wear, track suits and clothing with excessive logos should not be worn.

Some employees are required to wear a uniform as part of their role within the Department. This requirement is to be adhered to where stipulated.

Employees whose work and/or workplace may expose them to physical injury or adverse health effects must comply with the Department's protective clothing policy.

4. Guide to ethical decision making

To assist in fostering a climate of ethical awareness, conduct and decision-making in NSW DPI, employees may find it useful to refer to or consider, either by themselves or in consultation with others such as their peers or supervisor, the following points:

1. Is the decision or conduct lawful?
2. Is the decision or conduct consistent with government policy, the objectives of NSW DPI and this code of conduct?
3. What will be the outcomes for the employee, work colleagues, the Department and other parties?
4. Do these outcomes raise a conflict of interest or lead to private gain at public expense?
5. Can the decision or conduct be justified in terms of the public interest and would it withstand public scrutiny?

4.1 Conflicts of interest

Conflicts of interest exist when it is likely that an employee could be influenced, or could be perceived to be influenced, by a personal interest in carrying out their public duty.

12. Code of conduct (continued)

Conflicts of interest that lead to partial decision-making may constitute corrupt conduct.

Some related interests that may give rise to a conflict of interest include:

- financial interests in a matter NSW DPI deals with or having friends or relatives with such an interest that the employee is aware of
- personal beliefs or attitudes that influence the impartiality of advice given
- personal relationships with the people NSW DPI is dealing with or investigating that go beyond the level of a professional working relationship
- participation on recruitment selection panels where one or more applicants is a close friend or relative
- secondary employment that compromises the integrity of the employee and the Department
- party political activities or making adverse political comments that relate to the Department's work.

An individual employee may often be the only person aware of the potential for conflict. It is therefore their responsibility to avoid any financial or other interest that could compromise the impartial performance of their duties, and disclose any potential or actual conflicts of interest to their supervisor.

If employees are uncertain whether a conflict exists, they should discuss the related interest matter with their supervisor and attempt to resolve any conflicts of interest that may exist.

To resolve any conflicts of interest that occur, or could occur, a range of options is available depending on the significance of the conflict. These options include:

- recording the details of the disclosure and taking no further action where the potential for conflict is minimal or can be eliminated by disclosure or effective supervision
- the employee relinquishing the personal interest
- the employee transferring (at no disadvantage in their terms and conditions of employment) from the area of work or particular task where the conflict arises.

Disputes over alleged conflicts of interest may be resolved through the normal grievance handling procedures.

4.2 Acceptance of gifts or benefits

Employees should not accept a gift or benefit that is intended to, or likely to, cause them to act in a partial manner in the course of their duties.

The Director-General may approve the acceptance of token gifts or benefits under certain circumstances provided that there is no possibility that the recipient might be, or might appear to be, compromised in the process.

Employees should advise their Executive Director or Deputy Director-General if they believe they have been offered a bribe or if they have been offered or received a favour or benefit.

Employees dealing with or having access to sensitive investigations or commercially sensitive information should be particularly alert to inappropriate attempts to influence them.

5. Discrimination, harassment and bullying

All employees must:

- act to prevent harassment, discrimination and bullying against others in their workplace
- respect cultural and social differences among their colleagues and customers
- treat people fairly (don't discriminate against, harass or bully them).

Managers must:

- ensure the work environment is free from bullying and from all forms of unlawful discrimination and harassment.

5.1 Fairness and equity

All employees must:

- work to the best of their ability and provide quality service to customers and colleagues
- recognise and respect the skills and talents of other staff.

Managers must:

- take steps to ensure that all work practices and behaviours are fair in their workplace, including fair allocation of workloads
- provide employees with information and resources to enable them to carry out their work
- consult employees about decisions that affect them
- provide all employees with equal opportunity to apply for available jobs, higher duties, job rotation schemes and flexible working arrangements
- ensure selection processes are transparent and the methods used are consistent
- provide all employees with equal access to fair, prompt and confidential processes to deal with complaints and grievances
- give their employees equal access to relevant training and development opportunities
- identify special training and development needs of EEO group members in their team and help them gain access to training and development opportunities
- participate in learning opportunities and seek feedback to help them manage staff effectively.

12. Code of conduct (continued)

6. Public comment on the work of NSW DPI

Public comment by employees includes public speaking engagements, comments on radio and television or in letters to newspapers, and expressing views in books, journals or notices if it is expected that the comments will spread to the community at large.

Employees, as individual members of the community, have the right to make public comment and enter into public debate on political and social issues. However, there are some circumstances in which this is inappropriate. For example, situations when the public comment, although made in a private capacity, may appear to be an official comment on behalf of NSW DPI. In such circumstances, employees should preface their remarks with a comment that they are made in a private or union capacity and do not represent the official view of the department concerned.

Employees must follow the procedures detailed in the document, *Protocol for Dealing with the Media*, when making public comment on the work of NSW DPI.

As a general rule, staff members may disclose official information that is normally given to members of the public seeking that information, but should only disclose other official information or documents:

- in the course of their duties
- when proper authority has been given
- when required, or authorised, to do so by law
- when called to give evidence in court.

In these cases, comments made by employees should be confined to factual information and should not, as far as possible, express an opinion on official policy or practice unless required to do so by the circumstances of the particular situation (for example, when asked to do so in court).

Comments made on matters pertaining to union business by members of unions in their capacity as a local delegate within the department or by union office holders employed by the department are permissible under this code.

7. Protecting confidential information

Official information must only be used for the work-related purpose intended and not for personal benefit. Unless authorised to do so by legislation, employees must make sure that they do not disclose or use any confidential information without official approval.

Unauthorised disclosures may cause harm to individuals or give an individual or an organisation an improper advantage. The integrity and credibility of NSW DPI may also be damaged if it appears unable to keep its information secure.

All employees must make sure that confidential information in any form (including computer files) cannot be accessed by unauthorised people, and that sensitive information is only discussed, within or outside the Department, with people who are authorised and have a legitimate, work related reason for access.

8. Use of official facilities and equipment

Employees are expected to be efficient and economical in their use and management of public resources, including their own work time. They should be scrupulous in their use of public property and services.

Official facilities and equipment should only be used for private purposes when official permission has been given. This includes limited private use of telephones, facsimiles, email, and the Internet, where such use does not disrupt official work.

9. Secondary employment

NSW DPI staff must have the approval of the Director-General before they engage in any form of paid employment outside their official duties.

Employees must also carefully consider whether the organisation offering them secondary employment may adversely affect the performance of their Public Service duties and responsibilities or give rise to a conflict of interest.

This applies whether they are working full-time, part-time or are only temporarily employed.

10. Political and community participation

Employees must make sure that any participation in party political activities does not conflict with their primary duty as a public employee to serve the government of the day in a politically neutral manner.

This is important because of the need to maintain Ministerial and public confidence in the impartiality of the actions taken and advice given by public employees.

What is considered appropriate in any particular case will depend on the nature of the issue, the position held by the employee, the extent of the employee's participation, and their public prominence.

If employees become aware that a potential conflict of interest has arisen or might arise, they should inform their Executive Director or Deputy Director-General immediately and may have to stop the political activity or withdraw from the areas of their work where the conflict is occurring.

Within the context of these requirements, employees are free to fully participate in voluntary community organisations and charities and in professional associations.

12. Code of conduct (continued)

11. Reporting corrupt conduct, maladministration and waste

Employees are urged to report suspected corrupt conduct, as well as maladministration and serious and substantial waste of public resources.

The *Protected Disclosures Act 1994* provides certain protections against reprisals for employees who voluntarily report such matters (but not vexatious or malicious allegations), either to the principal officer of a public authority, or to one of the three investigative bodies: the Independent Commission Against Corruption, the Auditor-General or the Ombudsman. Disclosures may also be made under the NSW DPI internal reporting procedure.

If disclosures are made to an external investigating body, those concerning corrupt conduct should be made to the Independent Commission Against Corruption. Disclosures concerning maladministration should be made to the Ombudsman while disclosures concerning substantial waste of public money should be made to the Auditor-General.

The person dealing with the protected disclosure should notify the employee who made the disclosure of the action taken, or proposed to be taken, in relation to the disclosure and the outcome of such action.

12. Post separation employment

Employees must not use their position to obtain opportunities for future employment. They should not allow themselves or their work to be influenced by plans for, or offers of, employment outside NSW DPI. If they do, there is a

conflict of interest and the integrity of the employee and their department is at risk.

Former employees should not use, or take advantage of, confidential information that may lead to gain or profit obtained in the course of their official duties until it has become publicly available.

All employees should be careful in their dealings with former NSW DPI staff members and make sure that they do not give them, or appear to give them, favourable treatment or access to privileged information.

13. Specific guidelines

Certain groups of staff within the Department also have their own set of guidelines that contain specific issues relevant to that particular group. For example, staff involved in research work must read and comply with the requirements of the NSW DPI Code of Conduct for Research and ensure that their work enhances the good name of their institution and the profession to which they belong.

Other guidelines are currently being produced and will need to be read and complied with in conjunction with this code of conduct. During the transition period, while these specific guidelines are being drafted, staff should refer to the previous NSW Agriculture Code of Conduct for Research, as well as codes of conduct for Forests NSW, the former Department of Mineral Resources, and NSW Fisheries.

13. Risk management and insurance

General

Risk management principles and practices are implemented across NSW DPI in areas such as audit, OH&S, information security, Forests NSW environmental management system, and other operational areas.

During 2005-06, NSW DPI conducted a department-wide business risk assessment using a consistent methodology based on the Australian/New Zealand Standard for Risk Management. The comprehensive risk assessment and risk register identifies and rates NSW DPI's high level corporate risks as well as risks at the operational level of the organisation.

In accordance with best practice public sector corporate governance, NSW DPI is now establishing an overarching risk management framework implemented across the Department. The NSW DPI Audit and Risk Management

Committee is responsible for championing and driving implementation of the NSW DPI risk management framework, establishing strategies and processes for the NSW DPI's Divisions to identify, manage and report on risk and risk mitigation, and annually reviewing and updating the corporate level risk register.

Insurance

NSW DPI is a member of the NSW Treasury Managed Fund, which is compulsory for all government departments and authorities. Members self-insure for risk exposures under the categories of:

- workers' compensation
- motor vehicles
- property
- public liability
- miscellaneous.

13. Risk management and insurance (continued)

During the 2005-06 financial year there were 155 workers' compensation claims received by the insurer, Allianz. Of these, 134 claims remain active at the end of the report period. This is an increase of 1 claim over the previous financial year.

Statistics regarding risk coverage for the period 1 July 2005 to 30 June 2006 are shown in the table below.

Workers' compensation

Number of claims	172
Number of claims per employee	0.07
Average claim cost	\$2176
Average cost per employee	\$141.47

Motor vehicles

Number of claims	125
Number of claims per vehicle	0.07
Average cost per claim	2932
Average cost per vehicle	\$203.50

Property

Number of claims	24
Number of claims per employee	0.01
Average cost per claim	\$7989
Average cost per employee	\$72.46

Liability

Number of claims	3
Cost of claims	\$32 701

Occupational health and safety inspections and audits

Twelve major sites across the organisation were audited to assess compliance with the Department's OHS management system. The OHS Unit also conducted safety audits of three district offices.

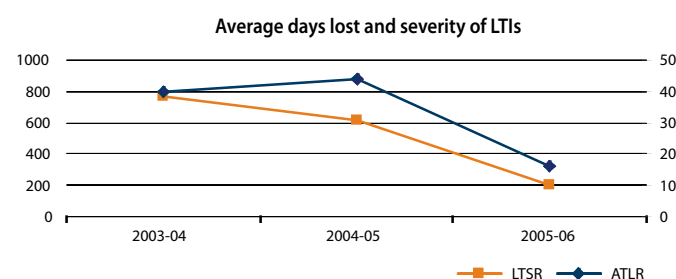
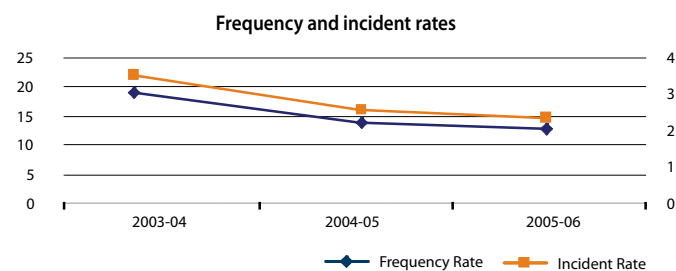
The audit criteria were increased this financial year to 74 audit points as the Department upgraded to SafetyMap 4th Edition.

The sites audited performed very well in light of the increased audit criteria. Two were fully compliant, six sites had less than five non-conformances and four sites had more than five non-conformances. Weaknesses were mostly related to training of OHS Committee members, expired material safety data sheets and lack of plant maintenance.

WorkCover prosecutions

There were no significant incidents or WorkCover prosecutions during the period.

Injury management report



Explanation of terms

Frequency rate – expresses the number of lost time incidents (LTIs) related to the total hours worked.

Incident rate – expresses the ratio of lost time incidents related to the number of employees.

Average lost time rate – measures time lost in days in relation to the number of injuries experienced.

Lost time severity rate – provides a list of levels of severity of lost time incidents by measuring days lost against total hours worked.