

Acronyms

ABS	Australian Bureau of Statistics
ACARA	Australian Curriculum, Assessment and Reporting Authority
AEI	Australian Education International
ANAO	Australian National Audit Office
APEC	Asia–Pacific Economic Cooperation
ASEAN	Association of Southeast Asian Nations
AusAID	Australian Agency for International Development
BER	Building the Education Revolution
CGS	Commonwealth Grant Scheme
COAG	Council of Australian Governments
DASA	Diversity and Structural Adjustment Fund
DEEWR	Department of Education, Employment and Workplace Relations
DES	Disability Employment Service
ESOS	Education services for overseas students
EU	European Union
GEERS	General Employee Entitlements and Redundancy Scheme
HECS	Higher Education Contribution Scheme
HELP	Higher Education Loan Program
ICT/IT	information and communication technology
IHEAC	Indigenous Higher Education Advisory Council
ILAC	International Labour Affairs Committee
ILO	International Labour Organization
JCA	Job Capacity Assessment
JSA	Job Services Australia
LLN	language, literacy and numeracy
LLNP	Language, Literacy and Numeracy Program
Low-SES	low socioeconomic status
MKY	Mura Kaimel - Yarrangi Committee
MoU	Memorandum of understanding
NAPLAN	National Assessment Program—Literacy and Numeracy
NCVER	National Centre for Vocational Education Research
OECD	Organisation for Economic Co-operation and Development
OHS	Occupational health and safety
RAP	Reconciliation Action Plan
TEQSA	Tertiary Education Quality and Standards Agency
UNESCO	United Nations Educational, Scientific and Cultural Organization
VET	Vocational education and training
WELL	Workplace English Language and Literacy Program

Compliance Index

This report is prepared in accordance with the Requirements for Annual Reports approved by the Joint Committee of Public Accounts and Audit under subsections 63(2) and 70(2) of the *Public Service Act 1999*. This index lists mandatory and recommended reporting items.

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	Letter of transmittal	Mandatory	iii
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	Contact officer(s)	Mandatory	ii
	Internet home page address and Internet address for report	Mandatory	ii
Review by Secretary	Review by departmental secretary	Mandatory	2–5
	Summary of significant issues and developments	Suggested	2–5
	Overview of department's performance and financial results	Suggested	159
	Outlook for following year	Suggested	5
	Significant issues and developments—portfolio	Portfolio departments—suggested	2–5
Departmental Overview	Overview description of department	Mandatory	5
	Role and functions	Mandatory	5
	Organisational structure	Mandatory	8–9
	Outcome and program structure	Mandatory	10
	Where outcome and program structures differ from PB Statements/PAES or other portfolio statements accompanying any other additional appropriation bills (other portfolio statements), details of variation and reasons for change	Mandatory	n/a
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Report on Performance	Review of performance during the year in relation to programs and contribution to outcomes	Mandatory	15–131
	Actual performance in relation to deliverables and KPIs set out in PB Statements/PAES or other portfolio statements	Mandatory	15–131
	Where performance targets differ from the PB Statements/ PAES, details of both former and new targets, and reasons for the change	Mandatory	15–131
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	Social inclusion outcomes	If applicable, mandatory	271–279
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	Discussion and analysis of the department's financial performance	Mandatory	159–161 166–261
	Discussion of any significant changes from the prior year or from budget	Suggested	n/a
	Agency resource statement and summary resource tables by outcomes	Mandatory	288–296
	Developments since the end of the financial year that have affected or may significantly affect the department's operations or financial results in future	If applicable, mandatory	n/a
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Management of Human Resources	Assessment of effectiveness in managing and developing human resources to achieve departmental objectives	Mandatory	152
	Workforce planning, staff turnover and retention	Suggested	151–154
	Impact and features of enterprise or collective agreements, individual flexibility arrangements (IFAs), determinations, common law contracts and AWAs	Suggested	156–157
	Training and development undertaken and its impact	Suggested	152–153
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Assets Management	Assessment of effectiveness of assets management	If applicable, mandatory	160
Purchasing	Assessment of purchasing against core policies and principles	Mandatory	160
Consultants	The annual report must include a summary statement detailing the number of new consultancy services contracts let during the year; the total actual expenditure on all new consultancy contracts let during the year (inclusive of GST); the number of ongoing consultancy contracts that were active in the reporting year; and the total actual expenditure in the reporting year on the ongoing consultancy contracts (inclusive of GST). The annual report must include a statement noting that information on contracts and consultancies is available through the AusTender website. (Additional information as in Attachment D to be available on the Internet or published as an appendix to the report. Information must be presented in accordance with the pro forma as set out in Attachment D.)	Mandatory	160
Australian National Audit Office Access Clauses	Absence of provisions in contracts allowing access by the Auditor-General	Mandatory	Nil to report
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