



Six

Appendixes
and references

APPENDIX A: RESOURCES

This appendix provides details of the AEC's resources and expenses in 2013–14, as required by the Joint Committee of Public Accounts and Audit *Requirements for annual reports for departments, executive agencies and FMA Act bodies*, June 2014.

The tables in this appendix correspond to tables in the Portfolio Budget Statements for 2013–14:

- the Agency Resource Statement, which provides information about the various funding sources that the AEC was able to draw on during the year ([Table 29](#))
- the Expenses by Outcome table showing the detail of Budget appropriations and total resourcing for Outcome 1 ([Table 30](#)).

Table 29: Agency Resource Statement, 2013–14

	Column a: Actual appropriation for 2013–14 \$'000	Column b: Payments made 2013–14 \$'000	Balance remaining 2013–14 (a minus b) \$'000
Ordinary Annual Services^a			
Prior Year Departmental appropriation	13 113	8 357	4 756
Departmental appropriation ^b	275 365	237 948	37 417
Section 31 relevant agency receipts	19 542	19 542	–
Total	308 020	265 847	42 173
Total ordinary annual services A	308 020	265 847	
Other services^c			
Departmental non-operating			
Prior Year Equity injections	1 254	1 254	–
Equity injections	3 992	–	3 992
Total	5 246	1 254	3 992
Total other services B	5 246	1 254	
Total Available Annual Appropriations and payments	313 266	267 101	
Special appropriations			
Special appropriations limited by criteria/entitlement			
<i>Commonwealth Electoral Act 1918</i> (Administered)		60 957	
Special appropriations limited by amount			
<i>Commonwealth Electoral Act 1918</i> (Departmental)		9 000	
Total special appropriations C		69 957	
Special Accounts^d			
Opening balance	–		
Non-appropriation receipts to Special Accounts	2 424		
Payments made		920	
Total Special Account D	2 424	920	1 504
Total resourcing (A + B + C + D)	315 690	337 978	
Total net resourcing for agency	315 690	337 978	

a. Appropriation Bill (No 1) 2013–14 and Appropriation Bill (No 3) 2013–14. This also includes Prior Year departmental appropriation and section 31 relevant agency receipts.

b. Includes an amount of \$4.181 million in 2013–14 for the Department Capital Budget. For accounting purposes this amount has been designated as 'contributions by owners'.

c. Appropriation Bill (No 2) 2013–14 and Appropriation Bill (No 4) 2013–14.

d. Does not include 'Special Public Money' held in accounts like Other Trust Monies accounts (OTM), Services for other Government and Non-agency Bodies accounts (SOG), or Services for Other Entities and Trust Monies Special accounts (SOETM).

Table 30: Expenses and resources for Outcome 1

Outcome 1: Maintain an impartial and independent electoral system for eligible voters through active electoral roll management, efficient delivery of polling services and targeted education and public awareness programmes.

	Column a: Budget ^a 2013–14 \$'000	Column b: Actual expenses 2013–14 \$'000	Variation (a minus b) \$'000
Programme 1.1 Electoral Roll Management			
Departmental expenses			
Departmental appropriation ^a	50 919	38 062	12 857
Special appropriations	9 000	9 000	–
Expenses not requiring appropriation in the Budget year	2 906	3 579	(673)
Total for Programme 1.1	62 825	50 641	12 184
Programme 1.2 Election Management and Support Services			
Administered expenses			
Special appropriations	68 000	60 984	7 016
Departmental expenses			
Departmental appropriation ^b	192 513	206 426	(13 913)
Expenses not requiring appropriation in the Budget year	3 963	4 870	(907)
Total for Programme 1.2	264 476	272 280	(7 804)
Programme 1.3 Education and Communication			
Departmental expenses			
Departmental appropriation ^b	16 512	20 719	(4 207)
Expenses not requiring appropriation in the Budget year	750	940	(190)
Total for Programme 1.3	17 262	21 659	(4 397)
Outcome 1 totals by appropriation type			
Administered expenses			
Special appropriations	68 000	60 984	7 016
Departmental expenses			
Departmental appropriation ^b	259 944	265 207	(5 263)
Special appropriations	9 000	9 000	–
Expenses not requiring appropriation in the Budget year	7 619	9 389	(1 770)
Total expenses for Outcome 1	344 563	344 580	(17)

a. Full-year budget, including any subsequent adjustment made to the 2013–14 Budget.

b. Departmental Appropriation combines 'Ordinary annual services (Appropriation Bill No 1)' and 'Revenue from independent sources (section 31)'.

Average staffing level (number)

2012–13	2013–14
894	1 007

APPENDIX B: ELECTORAL ROLL INFORMATION FOR MEMBERS OF PARLIAMENT AND SENATORS

Table 31: Recipients of electoral roll extracts, July 2013–June 2014

Recipient	Position	Roll data provided	Date provided
The Hon Kate Ellis MP	Member for Adelaide	Adelaide	July 2013 January 2014–June 2014
Mr Daryl Melham MP	Member for Banks	Banks	July 2013
The Hon Robert McClelland MP	Member for Barton	Barton	July 2013
Mr Steve Gibbons MP	Member for Bendigo	Bendigo and Wannan	July 2013
The Hon Jason Clare MP	Member for Blaxland	Blaxland	July 2013 December 2013–June 2014
Mr Brett Whiteley MP	Member for Braddon	Braddon	December 2013–June 2014
The Hon Gary Gray AO, MP	Member for Brand	Brand	July 2013
The Hon Teresa Gamaro MP	Member for Brisbane	Brisbane	July 2013
The Hon Alan Griffin MP	Member for Bruce	Bruce	July 2013 December 2013–June 2014
Ms Maria Yamvakinou MP	Member for Calwell	Calwell and McEwen	July 2013
Ms Maria Yamvakinou MP	Member for Calwell	Calwell	February 2014–June 2014
Ms Gai Brodtmann MP	Member for Canberra	Canberra	December 2013
Mr Don Randall MP	Member for Canning	Canning	July 2013 December 2013–June 2014
The Hon Mr Ed Husic MP	Member for Chifley	Chifley	July 2013
Ms Anna Burke MP	Member for Chisholm	Chisholm, Bruce and Kooyong	July 2013
Ms Anna Burke MP	Member for Chisholm	Chisholm	December 2013–June 2014
Mr Darren Cheeseman MP	Member for Corangamite	Corangamite	July 2013
The Hon Richard Marles MP	Member for Corio	Corio	July 2013 December 2013–June 2014
Mr Luke Simpkins MP	Member for Cowan	Cowan	December 2013–June 2014
The Hon Julie Bishop MP	Member for Curtin	Curtin	July 2013
Mr Mike Symon MP	Member for Deakin	Deakin and Chisholm	July 2013
Mr Andrew Wilkie MP	Member for Denison	Denison	July 2013 December 2013–June 2014
Mr Craig Thomson MP	Member for Dobell	Dobell	July 2013

Recipient	Position	Roll data provided	Date provided
Ms Melissa Price MP	Member for Durack	Durack	December 2013–January 2014
The Hon Dr Mike Kelly AM, MP	Member for Eden–Monaro	Eden–Monaro	July 2013
The Hon Peter Slipper MP	Member for Fisher	Fisher	July 2013
Mr Chris Hayes MP	Member for Fowler	Fowler	December 2013–March 2014
The Hon Julie Collins MP	Member for Franklin	Franklin	July 2013
The Hon Dr Andrew Leigh MP	Member for Fraser	Fraser	July 2013
The Hon Andrew Robb AO, MP	Member for Goldstein	Goldstein	December 2013–June 2014
The Hon Anthony Albanese MP	Member for Grayndler	Grayndler	December 2013–June 2014
Ms Michelle Rowland MP	Member for Greenway	Greenway	July 2013
The Hon Ian Macfarlane MP	Member for Groom	Groom	December 2013–June 2014
Mr Ken Wyatt AM, MP	Member for Hasluck	Hasluck	July 2013
Ms Kelly O'Dwyer MP	Member for Higgins	Higgins	July 2013
Mr Steve Georganas MP	Member for Hindmarsh	Hindmarsh	July 2013
Mr Matt Williams MP	Member for Hindmarsh	Hindmarsh	December 2013–June 2014
The Hon Anthony Byrne MP	Member for Holt	Holt	July 2013
The Hon Simon Crean MP	Member for Hotham	Hotham	July 2013
The Hon Joel Fitzgibbon MP	Member for Hunter	Hunter	July 2013
Ms Cathy McGowan AO MP	Member for Indi	Indi	December 2013–June 2014
The Hon Mark Dreyfus QC, MP	Member for Isaacs	Isaacs, Dunkley and Hotham	July 2013
The Hon Jenny Macklin MP	Member for Jagajaga	Jagajaga	July 2013
The Hon Bob Katter MP	Member for Kennedy	Kennedy	December 2013–June 2014
The Hon Peter Garrett AM, MP	Member for Kingsford Smith	Kingsford Smith	July 2013
The Hon Amanda Rishworth MP	Member for Kingston	Kingston and Mayo	July 2013
The Hon Amanda Rishworth MP	Member for Kingston	Kingston	December 2013–June 2014
Mr Jason Wood MP	Member for La Trobe	La Trobe	December 2013–June 2014
The Hon Julia Gillard MP	Member for Lalor	Lalor	July 2013
Ms Joanne Ryan MP	Member for Lalor	Lalor	December 2013–June 2014
The Hon Wayne Swan MP	Member for Lilley	Lilley	July 2013

Recipient	Position	Roll data provided	Date provided
The Hon David Bradbury MP	Member for Lindsay	Lindsay	July 2013
Mr Wyatt Roy MP	Member for Longman	Longman	July 2013
Mr Rob Oakeshott MP	Member for Lyne	Lyne	July 2013
Mr Eric Hutchinson MP	Member for Lyons	Lyons	December 2013–June 2014
Mr Russell Matheson MP	Member for Macarthur	Macarthur	July 2013
Mr Tony Zappia MP	Member for Makin	Makin	July 2013
Mr John Forrest MP	Member for Mallee	Mallee	December 2013–June 2014
The Hon Bill Shorten MP	Member for Maribyrnong	Maribyrnong, Calwell and Gellibrand	July 2013
The Hon Chris Bowen MP	Member for McMahon	McMahon	July 2013
Mrs Karen Andrews MP	Member for McPherson	McPherson	December 2013–June 2014
Mr Adam Bandt MP	Member for Melbourne	Melbourne, Batman and Wills	July 2013
Mr Adam Bandt MP	Member for Melbourne	Melbourne	December 2013–June 2014
The Hon Michael Danby MP	Member for Melbourne Ports	Melbourne Ports and Goldstein	July 2013
The Hon Michael Danby MP	Member for Melbourne Ports	Melbourne Ports	December 2013–June 2014
The Hon Kevin Andrews MP	Member for Menzies	Menzies	December 2013–June 2014
Mr Alex Hawke MP	Member for Mitchell	Mitchell	July 2013
Mr Tony Windsor MP	Member for New England	New England	December 2013–June 2014
The Hon Barnaby Joyce MP	Member for New England	New England	July 2013
Mr Tony Crook MP	Member for O'Connor	O'Connor	December 2013–June 2014
The Hon Bernie Ripoll MP	Member for Oxley	Oxley	July 2013
Ms Janelle Saffin MP	Member for Page	Page	July 2013
Mr Kevin Hogan MP	Member for Page	Page	December 2013–June 2014
Mrs Yvette D'Ath MP	Member for Petrie	Petrie	July 2013
The Hon Mark Butler MP	Member for Port Adelaide	Port Adelaide, Wakefield, Makin and Hindmarsh	July 2013
The Hon Dr Craig Emerson MP	Member for Rankin	Rankin	July 2013
Dr Jim Chalmers MP	Member for Rankin	Rankin	December 2013–June 2014
Mrs Jane Prentice MP	Member for Ryan	Ryan	July 2013
Mr Harry Jenkins MP	Member for Scullin	Scullin	July 2013
Ms Jill Hall MP	Member for Shortland	Shortland	July 2013
			December 2013–June 2014

Recipient	Position	Roll data provided	Date provided
The Hon Tanya Plibersek MP	Member for Sydney	Sydney	July 2013
Dr Dennis Jensen MP	Member for Tangney	Tangney	July 2013
Mr Stephen Jones MP	Member for Throsby	Throsby	July 2013 December 2013–June 2014
Mr Nick Champion MP	Member for Wakefield	Wakefield and Port Adelaide	July 2013
Mr Nick Champion MP	Member for Wakefield	Wakefield	December 2013–June 2014
The Hon Tony Burke MP	Member for Watson	Watson	July 2013 December 2013–June 2014
Mr Laurie Ferguson MP	Member for Werriwa	Werriwa	December 2013–June 2014
The Hon Kelvin Thomson MP	Member for Wills	Wills and Maribyrnong	July 2013
The Hon Kelvin Thomson MP	Member for Wills	Wills	December 2013–June 2014
Senator the Hon John Faulkner	Senator for New South Wales	New South Wales	December 2013–June 2014
Senator the Hon Concetta Fierravanti-Wells	Senator for New South Wales	New South Wales	July 2013–August 2013 December 2013–June 2014
Senator the Hon Bill Heffernan	Senator for New South Wales	New South Wales	July 2013–August 2013 December 2013–June 2014
Senator the Hon Marise Payne	Senator for New South Wales	New South Wales	July 2013–August 2013 December 2013–June 2014
Senator Lee Rhiannon	Senator for New South Wales	New South Wales	July 2013–August 2013 December–June 2014
Senator the Hon Ursula Stephens	Senator for New South Wales	New South Wales	July 2013–August 2013
Senator John Williams	Senator for New South Wales	New South Wales	July 2013–August 2013 December 2013–June 2014
Senator the Hon Kim Carr	Senator for Victoria	Victoria	July 2013–August 2013
Senator Richard Di Natale	Senator for Victoria	Victoria	July 2013–August 2013 December 2013–June 2014
Senator the Hon Mitch Fifield	Senator for Victoria	Victoria	July 2013–August 2013 December 2013–June 2014
Senator Helen Kroger	Senator for Victoria	Victoria	July 2013–August 2013
Senator John Madigan	Senator for Victoria	Victoria	July 2013–August 2013
Senator Gavin Marshall	Senator for Victoria	Victoria	July 2013–August 2013 May 2014–June 2014
Senator the Hon Michael Ronaldson	Senator for Victoria	Victoria	July 2013–August 2013 December 2013–June 2014

Recipient	Position	Roll data provided	Date provided
Senator the Hon Scott Ryan	Senator for Victoria	Victoria	July 2013–August 2013 December 2013–June 2014
Senator Sue Boyce	Senator for Queensland	Queensland	July 2013–August 2013
Senator the Hon George Brandis QC	Senator for Queensland	Queensland	July 2013–August 2013
Senator Mark Furner	Senator for Queensland	Queensland	July 2013–August 2013
Senator the Hon John Hogg	Senator for Queensland	Queensland	July 2013–August 2013 December 2013–June 2014
Senator the Hon Ian Macdonald	Senator for Queensland	Queensland	July 2013–August 2013 January 2014–June 2014
Senator Claire Moore	Senator for Queensland	Queensland	July 2013–August 2013
Senator Larissa Waters	Senator for Queensland	Queensland	July 2013–August 2013 December 2013–June 2014
Senator Chris Back	Senator for Western Australia	Western Australia	July 2013–August 2013 March 2014–June 2014
Senator Mark Bishop	Senator for Western Australia	Western Australia	July 2013–August 2013 December 2013–June 2014
Senator the Hon Michaela Cash	Senator for Western Australia	Western Australia	July 2013–August 2013 December 2013–June 2014
Senator the Hon Mathias Cormann	Senator for Western Australia	Western Australia	July 2013–August 2013
Senator Alan Eggleston	Senator for Western Australia	Western Australia	July 2013–August 2013
Senator the Hon David Johnston	Senator for Western Australia	Western Australia	July 2013–August 2013
Senator Scott Ludlam	Senator for Western Australia	Western Australia	July 2013–August December 2013–June 2014
Senator Louise Pratt	Senator for Western Australia	Western Australia	July 2013–August 2013
Senator Rachel Siewart	Senator for Western Australia	Western Australia	July 2013–August 2013 December 2013–June 2014
Senator Dean Smith	Senator for Western Australia	Western Australia	July 2013–August 2013 December 2013–June 2014
Senator Glenn Sterle	Senator for Western Australia	Western Australia	July 2013–August 2013
Senator Cory Bernardi	Senator for South Australia	South Australia	July 2013–August 2013 February 2014–June 2014
Senator the Hon Simon Birmingham	Senator for South Australia	South Australia	July 2013–August 2013 December 2013–June 2014
Senator Bob Day AO	Senator Elect for South Australia	South Australia	December 2013–July 2014
Senator Sean Edwards	Senator for South Australia	South Australia	July 2013–August 2013

Recipient	Position	Roll data provided	Date provided
Senator the Hon Don Farrell	Senator for South Australia	South Australia	July 2013–August 2013
Senator David Fawcett	Senator for South Australia	South Australia	July 2013–August 2013 December 2013–June 2014
Senator Alex Gallacher	Senator for South Australia	South Australia	July 2013–August 2013 December 2013–June 2014
Senator Sarah Hanson-Young	Senator for South Australia	South Australia	July 2013–August 2013
Senator Anne McEwen	Senator for South Australia	South Australia	July 2013–August 2013 December 2013–June 2014
Senator Anne Ruston	Senator for South Australia	South Australia	December 2013–June 2014
Senator the Hon Penny Wong	Senator for South Australia	South Australia	July 2013–August 2013 December 2013–June 2014
Senator Penny Wright	Senator for South Australia	South Australia	July 2013–August 2013 December 2013–June 2014
Senator Nick Xenophon	Senator for South Australia	South Australia	July 2013–August 2013 December 2013–June 2014
Senator the Hon Eric Abetz	Senator for Tasmania	Tasmania	July 2013–August 2013 December 2013–June 2014
Senator David Bushby	Senator for Tasmania	Tasmania	July 2013–August 2013 December 2013–June 2014
Senator the Hon Richard Colbeck	Senator for Tasmania	Tasmania	July 2013–August 2013 December 2013–June 2014
Senator Jacqui Lambie	Senator Elect for Tasmania	Tasmania	December 2013–June 2014
Senator Christine Milne	Senator for Tasmania	Tasmania	July 2013–August 2013 December 2013–June 2014
Senator the Hon Stephen Parry	Senator for Tasmania	Tasmania	July 2013–August 2013 December 2013–June 2014
Senator Helen Polley	Senator for Tasmania	Tasmania	July 2013–August 2013
Senator Peter Whish-Wilson	Senator for Tasmania	Tasmania	July 2013–August 2013 December 2013–June 2014
Senator Zed Seselja	Senator for Australian Capital Territory	Australian Capital Territory	December 2013–June 2014
Senator Trish Crossin	Senator for Northern Territory	Northern Territory	July 2013–August 2013
Senator Nova Peris	Senator for Northern Territory	Northern Territory	December 2013–June 2014

APPENDIX C: ROLL INFORMATION FOR REGISTERED POLITICAL PARTIES

Table 32: Parties provided with electoral roll extracts, July 2013–June 2014

Registered political party	Roll data provided	Date provided
Australian Democrats	Australian Capital Territory	January 2014–June 2014
Australian Greens	National	July 2013–August 2013 December 2013–June 2014
Australian Greens – Victoria Branch	Victoria	July 2013–August 2013 December 2013–June 2014
Australian Greens – Western Australia	Western Australia	July 2013–August 2013
Australian Labor Party – Australian Capital Territory Branch	National	July 2013–August 2013
Australian Labor Party – Federal Secretariat (Data Bureau)	National	July 2013–August 2013 December 2013–June 2014
Australian Labor Party – Queensland Branch	Queensland	December 2013–June 2014
Australian Labor Party – South Australia Branch	South Australia	December 2013–June 2014
Australian Labor Party – Victoria Branch	Victoria	July 2013–August 2013
Australian Labor Party – Western Australia Branch	Western Australia	July 2013–August 2013 December 2013–June 2014
Australian Motoring Enthusiast Party – Queensland and Victoria Branches	Queensland and Victoria	December 2013–June 2014
Australian Sports Party	Western Australia	December 2013–June 2014
Building Australia Party	New South Wales	July 2013–August 2013
Christian Democratic Party – Western Australia	Western Australia	July 2013–August 2013
Christian Democratic Party – New South Wales Branch	New South Wales	December 2013–June 2014
Country Alliance- Victoria	Victoria	December 2013–June 2014
Country Labor Party – New South Wales	New South Wales	July 2013–August 2013
Country Liberals – Northern Territory Branch	Northern Territory	December 2013–June 2014
Democratic Labor Party	All states except Northern Territory	July 2013–August 2013
Drug Law Reform – Victoria Branch	Victoria	August 2013 February 2014–June 2014
Family First Party Australia	Victoria, Queensland, South Australia	July 2013–August 2013 December 2013–June 2014
Family First Queensland	Queensland	December 2013–June 2014
Family First SA	South Australia	December 2013–June 2014
Future Party	New South Wales	April 2014–June 2014
Help End Marijuana Prohibition (HEMP) Party	New South Wales	December 2013–June 2014
Liberal Party of Australia – Federal	National	July 2013–August 2013 December 2013–June 2014
Liberal Party of Australia – Federal Secretariat (Data Bureau)	National	July 2013–August 2013 December 2013–June 2014
Liberal Party NSW	New South Wales	July 2013–August 2013 June 2013

Registered political party	Roll data provided	Date provided
Liberal Party of Australia – NSW Division	New South Wales	July 2013–August 2013
Liberal Party of Australia – South Australia Division	South Australia	December 2013–June 2014
Liberal Party of Australia Tasmanian Branch	Tasmania	December 2013–June 2014
Liberal Party of Australia – Victorian Division	Victoria	December 2013–June 2014
Mutual Party	Western Australia	February 2014–June 2014
National Party of Australia – WA Branch (Data Bureau)	Western Australia	July 2013–August 2013 December 2013–June 2014
Nick Xenophon Group	South Australia	December 2013–June 2014
Republican Party Of Australia	New South Wales	December 2013–June 2014
Rise Up Australia Party	Victoria	December 2013–January 2014 April 2014–June 2014
Socialist Alliance	New South Wales	December 2013–June 2014
Stop CSG Party	New South Wales	February 2014–June 2014
The Greens NSW	New South Wales	July 2012–August 2013
The Greens QLD	Queensland	July 2013–August 2013 December 2013–June 2014
The Greens (WA) Inc	Western Australia	December 2013–June 2014
The Wikileaks Party	New South Wales	December 2013–June 2014
Voluntary Euthanasia Party – Queensland Branch	Queensland	December 2013–June 2014

APPENDIX D: OTHER RECIPIENTS OF ROLL INFORMATION

Table 33: Government departments and agencies who received electoral extracts, July 2013–June 2014

Institution	Data provided			
	August 2013	November 2013	February 2014	May 2014
Australian Bureau of Statistics (ABS)	Yes	Yes	Yes	Yes
Australian Commission for Law Enforcement Integrity (ACLEI)	Yes	Yes	Yes	Yes
Australian Customs and Border Protection Service	Yes	Yes	Yes	Yes
Australian Federal Police (AFP)	Yes	Yes	Yes	Yes
Australian Securities and Investments Commission (ASIC)	Yes	Yes	Yes	Yes
Australian Security Intelligence Organisation (ASIO)	Yes	Yes	Yes	Yes
Australian Taxation Office (ATO)	Yes	Yes	Yes	Yes
ComSuper	Yes	Yes	Yes	Yes
Department of Agriculture, Fisheries and Forestry – Australian Quarantine and Inspection Service (AQIS)	Yes	Yes	Yes	Yes
Department of Education, Employment and Workplace Relations (DEEWR)	Yes	Yes		
Department of Foreign Affairs and Trade – Australian Passport Office	Yes	Yes	Yes	Yes
Department of Human Services – Centrelink	Yes	Yes	Yes	Yes
Australian Transaction Reports & Analysis (Austrac)		Yes	Yes	Yes

Table 34: Medical and electoral researchers provided with roll extracts, July 2013–June 2014

Institution/contact	Data provided
Electoral researchers	
Adam Zammit Australian Consortium for Social and Political Research Incorporated	2 500 randomly selected voters, in two-year age ranges, across all states and territories, for the study entitled 'National Identity'.
Professor Ian McAllister College of Arts and Social Sciences Australian National University	15 000 randomly selected voters, in two-year age ranges, across all states and territories, for the purpose of the Australian component of the Australian Election Study.
Associate Professor Betsy Blunsdon Australian Consortium for Social and Political Research Incorporated	2 500 randomly selected voters, in two-year age ranges, across all states and territories, 'for the Australian Survey of Social Attitudes Study 2014 on Citizenship'.
National Archives of Australia following the 2013 federal election and also at the end of financial year	Full copy of the roll (2013 federal election). Full copy of the roll (end of financial year).
Medical researchers	
Catherine Baxter QIMR Berghofer Medical Research Institute	Two extracts were completed. 125 000 randomly selected voters, in four-year age ranges from age 60–79, across all states, for a study: 'The D-Health trial is a prevention trial to determine whether supplementation of members of the general population with vitamin D can reduce mortality, cancer, cardiovascular disease and other conditions'.
Department of Health, NT	All female voters aged 20–70 years in the NT for the NT Cervical Screening Programme.
Department of Health, NT	All female voters aged 40–74 years in the NT for the NT Breast Screening Programme.
Dr Sara Holton Monash University	7 800 randomly selected voters, aged 18–50 years, across all states and territories, for a study, 'Understanding fertility management in contemporary Australia'.
Dr Sinead Golley CSIRO	3 000 randomly selected voters across all states and territories, for a study titled 'CSIRO Food and Health Survey'.

Table 35: Provision of electoral roll information to organisations verifying identity for financial purposes, July 2013–June 2014

Institution	Data provided			
	August 2013	November 2013	February 2014	May 2014
ACXIOM Australia Pty Ltd	Yes	Yes	Yes	Yes
FCS OnLine	Yes	Yes	Yes	Yes
The Global Data Company Pty Ltd	Yes	Yes	Yes	Yes
VEDA Advantage Information Services and Solutions Ltd	Yes	Yes	Yes	Yes

APPENDIX E: ENROLMENT ACTIVITY AND TRANSACTIONS

Figure 12: Enrolment activity, 2007–08 to 2013–14

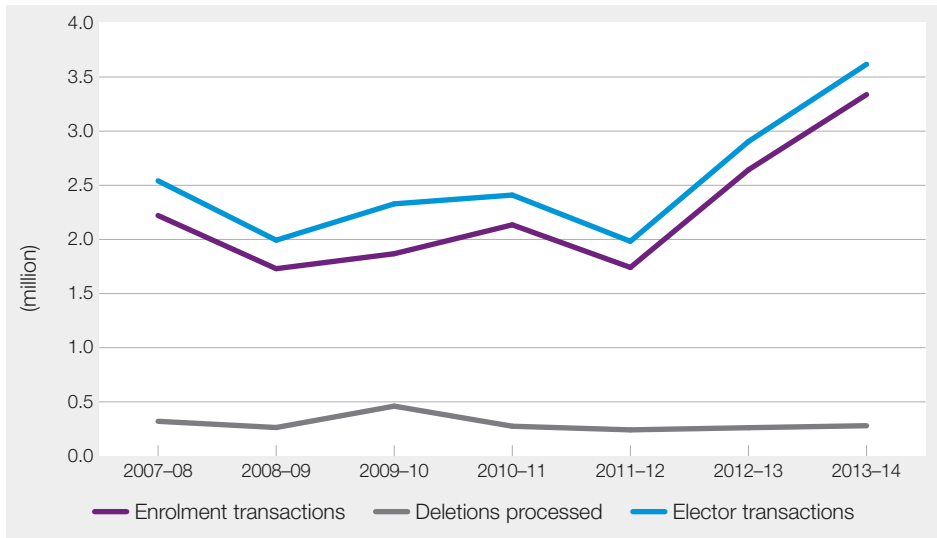
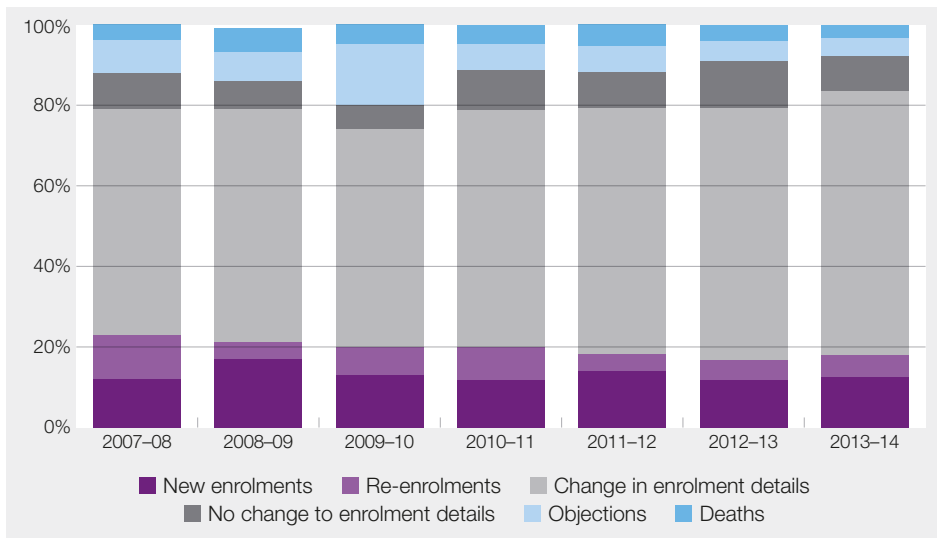


Figure 13: Types of enrolment activity, 2007–08 to 2013–14



New enrolments – additions to the electoral roll of individuals who become eligible to enrol and have not been on the roll before.

Re-enrolments – additions to the electoral roll of individuals previously removed from roll.

Change in enrolment details – individual's details altered as a result of intrastate, interstate or intra-division amendment or movement.

No change to enrolment details – enrolment forms returned, but details do not need altering.

Objections – individuals removed from the roll because they do not live at their enrolled address or no longer have entitlement for enrolment.

Deaths – individuals who have died and been removed from the roll.

Table 36: Types of enrolment activity, 2007–08 to 2013–14

Transaction type	2007–08 %	2008–09 %	2009–10 %	2010–11 %	2011–12 %	2012–13 %	2013–14 %
New enrolments	12	17	13	12	14	12	13
Re-enrolments	11	4	7	8	4	5	5
Change in enrolment details	56	58	54	59	61	62	66
No change to enrolment details	9	7	6	10	9	12	9
Objections	8	7	15	6	6	5	4
Deaths	4	6	5	5	6	4	3

Table 37: Enrolment activity by jurisdiction, 2013–14

	NSW	VIC	QLD	WA	SA	TAS	ACT	NT	Total
Additions to the roll									
New enrolments	98 768	101 770	84 246	49 270	32 924	6 761	7 173	5 141	386 053
Reinstatements	1 783	2 515	2 316	1 183	295	333	62	155	8 642
Re-enrolments	44 215	46 969	46 830	24 971	12 256	5 285	2 468	2 299	185 293
Transfers into Divisions									
Intrastate	251 068	207 215	201 383	104 476	63 668	12 053	4 725	2 229	846 817
Interstate	48 690	44 599	55 116	19 561	13 448	7 449	11 576	8 622	209 061
Intra-divisional amendment or movement	305 445	212 901	233 100	102 193	87 128	32 277	21 867	10 657	1 005 568
No change enrolments	99 656	109 805	49 614	48 516	70 358	6 644	5 397	3 255	393 245
Total enrolment forms processed	849 625	725 774	672 605	350 170	280 077	70 802	53 268	32 358	3 034 679
Deletions from the roll									
Objections	46 024	42 560	29 518	19 091	11 598	3 596	2 538	1 659	156 584
Deaths	40 128	30 442	22 066	9 573	10 682	3 872	1 575	856	119 194
Duplications	2 122	1 553	1 508	858	714	185	109	159	7 208
Cancellations	117	300	100	123	89	5	0	14	0
Net deletions	88 391	74 855	53 192	29 645	23 083	7 658	4 222	2 688	282 986
Total elector transactions	938 016	800 629	725 797	379 815	303 160	78 460	57 490	35 046	3 317 665

Table 38: Top 10 sources of enrolment, all ages

Source	All enrolment forms	Change in enrolment details	New enrolment	Re-enrolment
Online enrolment service ^a	1 246 363	1 032 600	149 332	64 431
Federal Direct Enrol and Update ^b	816 217	716 899	44 328	54 990
State Direct Enrol and Update ^c	397 566	295 414	71 263	30 889
Polling place issued (federal election)	130 706	110 380	6 672	13 654
Divisional office issued	121 407	102 008	9 800	9 599
Citizenship ceremonies	120 600	4 276	116 021	303
Post Office	111 930	93 483	12 496	5 951
Federal declaration voting envelopes	68 792	64 934	787	3 071
State electoral issued	62 399	44 410	15 622	2 367
Internet – static form	56 180	50 063	3 358	2 759
Total – top 10	3 132 160	2 514 467	429 679	188 014
Total	3 337 565	2 680 485	458 000	199 080

a. AEC-hosted online enrolment.

b. Federal Direct Enrol and Update refers to enrolment transactions generated by sections 103A and 103B of the *Commonwealth Electoral Act 1918*. Includes enrolment transactions processed at the end of the notification period and direct enrolment transactions processed because of a returned direct enrolment or update letter. Enrolment transactions may occur outside the source state because of advice from the voter and these enrolments are also reported under Federal Direct Enrol and Update. If the voter does not have an existing federal enrolment entitlement then the Federal Direct Enrol and Update process would identify the enrolment as a new enrolment or re-enrolment.

c. NSW and Victorian state electoral commission direct enrolment programme.

Table 39: Top 10 sources of enrolment, 18–25-year-olds

Source	All enrolment forms	Change in enrolment details	New enrolment	Re-enrolment
Online enrolment service ^a	364 839	251 926	106 048	6 865
Federal Direct Enrol and Update ^b	216 073	182 281	28 356	5 436
State Direct Enrol and Update ^c	129 190	68 748	57 710	2 732
Polling place issued (federal election)	25 721	19 332	5 122	1 267
Post Office	19 001	9 226	9 448	327
Divisional office issued	17 118	12 376	4 036	706
Federal declaration voting envelopes	15 152	14 326	582	244
Citizenship ceremonies	12 797	301	12 495	1
Mail review	10 686	5 151	5 043	492
State electoral authority	10 535	6 020	4 357	158
Total – top 10	821 112	569 687	233 197	18 228
Total	859 236	598 007	242 372	18 857

a. AEC-hosted online enrolment.

b. Federal Direct Enrol and Update refers to enrolment transactions generated by sections 103A and 103B of the *Commonwealth Electoral Act 1918*. Includes enrolment transactions processed at the end of the notification period and direct enrolment transactions processed because of a returned direct enrolment or update letter. Enrolment transactions may occur outside the source state because of advice from the voter and these enrolments are also reported under Federal Direct Enrol and Update. If the voter does not have an existing federal enrolment entitlement then the Federal Direct Enrol and Update process would identify the enrolment as a new enrolment or re-enrolment.

c. NSW and Victorian state electoral commission direct enrolment programme.

Table 40: Top 10 sources of enrolment, 16–17-year-olds

Source	All enrolment forms	Change in enrolment details	New enrolment	Re-enrolment
Online enrolment service ^a	31 353	1 897	29 451	5
State electoral	12 731	2 252	10 479	–
Mail review	9 195	162	9 033	–
Divisional office issued	3 490	277	3 206	7
Citizenship ceremonies	3 214	52	3 162	–
Post Office	2 083	208	1 874	1
School visit	1 613	169	1 444	–
Birthday cards	1 103	35	1 068	–
Federal Direct Enrol and Update ^b	1 030	1 030	–	–
Internet – static form	921	319	601	1
Total – top 10	66 733	6 401	60 318	14
Total	69 282	6 869	62 399	14

a. AEC-hosted online enrolment.

b. Federal Direct Enrol and Update refers to enrolment transactions generated by sections 103A and 103B of the *Commonwealth Electoral Act 1918*. Includes enrolment transactions processed at the end of the notification period and direct enrolment transactions processed because of a returned direct enrolment or update letter. Enrolment transactions may occur outside the source state because of advice from the voter and these enrolments are also reported under Federal Direct Enrol and Update. If the voter does not have an existing federal enrolment entitlement then the Federal Direct Enrol and Update process would identify the enrolment as a new enrolment or re-enrolment.

Table 41: Enrolment Quality Assurance Programme results for 2013–14

Measures ^a	Results (%)	Explanation
Essential fields found without errors ^b	99.6	Fields on an enrolment form that would affect the enrolment – for example, surname or family name, given name/s (where known), date of birth, gender, residential address, citizenship details, signature or mark, evidence of identity, signature of witness (where required), postal address.
Non-essential fields found without errors ^c	96.6	Any other fields on the enrolment form. These fields do not affect an enrolment.
Timing of processing ^d	84.4	Enrolment forms processed within three business days of receipt of the form by any AEC office (excluding State Direct Enrolment and Federal Direct Enrolment and Update transactions).

a. Relates to the key performance indicators for accurate and timely enrolment processing.

b. Measures achievement against 99.5 per cent target of enrolment transactions correctly processed.

c. Most common field for non-essential errors was where multiple forms of evidence of identity were provided. This error does not affect entitlement in any way.

d. Achievement against the target of 99 per cent of enrolment transactions processed within three business days.

APPENDIX F: ASSISTING STATE, TERRITORY AND LOCAL GOVERNMENT ELECTORAL BODIES

Table 42: AEC resources to assist state, territory and local government electoral bodies, 2013–14

State/territory	AEC role
New South Wales	<p>Assistance with the close of rolls for local government by-elections for the councils of Brewarrina, Gilgandra, Gwydir, Hurstville, Leichhardt, Singleton, Wakool, Willoughby, and Woollahra Councils and a mayoral by-election for Willoughby Council.</p> <p>Assistance with the close of roll for the by-election for the State District of Miranda.</p>
Victoria	Assistance with the close of rolls for six local government by-elections and six liquor licensing polls.
Queensland	<p>Assistance with the close of rolls for:</p> <ul style="list-style-type: none"> ▪ roll snapshot for one Homeless Connect event ▪ roll snapshot for one Ekka event ▪ two state by-elections ▪ seven Local Government Area (LGA) by-elections ▪ one new LGA election ▪ one reference roll print ▪ one LGA survey poll.
Western Australia	Assistance with the close of rolls for 11 local government by-elections.
South Australia	<p>Management of the close of rolls for the 2014 SA state election. Undertook the checking of records of electors who were not found on the roll but claimed to be enrolled at a particular address for the state election. Undertook statistical reviews of enrolment trends for the Electoral Commission South Australia (ECSA). Provision of monthly reports to ECSA for close of rolls and implementation of SA local government redistribution.</p>
Tasmania	Management of the close of rolls, provision of all returning officers and support staff, nominations and voting and counting for elections in the Legislative Council divisions of Huon and Rosevears and the state-wide 2014 Tasmanian House of Assembly election.
Australian Capital Territory	Assistance with the close of rolls for the Aboriginal and Torres Strait Islander Elected Body (ATSIEB) election.
Northern Territory	<p>Assistance with the close of rolls for one NT Legislative Assembly by-election and 10 local government by-elections.</p> <p>Provision of early voting services for two Tasmanian Legislative Council by-elections.</p>

APPENDIX G: ADVERTISING AND MARKET RESEARCH

In 2013, the AEC delivered a national public information campaign for the 2013 federal election. The Griffith by-election was supported by local advertising and direct mail. The Western Australian Senate election 2014 was supported by a state-wide public information campaign. Advertising was tailored and translated for culturally and linguistically diverse and Indigenous audiences.

Table 43 provides particulars of payments not less than \$12 400 (GST inclusive) to advertising agencies, and market research, polling, direct mail and media advertising organisations, as required under section 311A of the *Commonwealth Electoral Act 1918*. Figures reflect payment above the threshold unless otherwise specified. There were no payments of \$12 400 or more to polling or direct mail organisations.

Table 43: Payments, \$12 400 or more (GST inclusive), for advertising and market research

Agency type	Agency name	Details	Amount (\$) GST inclusive
Advertising agencies	BMF Advertising	Advertising development	148 531
	Cultural Perspectives	CALD – advertising development	59 620
Market research	Ipsos Social Research Institute	Qualitative and quantitative market research services	742 614
Media advertising organisations	Adcorp	Media placement (non-campaign advertising)	1 122 211
	Universal McCann	Media placement (campaign advertising)	19 940 072 ^a

a. Due to the way these payments are reported to the AEC, this figure includes invoices below the threshold.

APPENDIX H: AEC REGULAR STAFF – CLASSIFICATION, GENDER, LOCATION

Table 44: Ongoing staff employed, including staff on higher duties arrangements, by classification, gender and location at 30 June 2013 and 30 June 2014

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
ACT										
Electoral Commissioner	0	0	0	0	0	0	1	0	1	0
Deputy Electoral Commissioner	0	0	0	0	0	0	1	1	1	1
SES Band 2	0	0	0	0	0	0	2	2	2	2
SES Band 1	0	0	5	5	0	0	3	2	8	7
EL 2	1	3	14	15	0	0	17	15	32	33
EL 1	9	10	36	31	0	1	38	38	83	80
APS 6	2	6	33	32	0	0	25	27	60	65
APS 5	5	2	16	17	0	1	21	23	42	43
APS 4	12	10	19	20	1	1	10	10	42	41
APS 3	1	2	3	2	0	0	1	0	5	4
Graduates	0	0	4	3	0	0	4	1	8	4
APS 2	0	0	0	0	0	0	0	1	0	1
Total	30	33	130	125	1	3	123	120	284	281
NSW										
AEO	0	0	0	0	0	0	1	1	1	1
EL 2	0	0	1	0	0	0	2	2	3	2
EL 1	0	0	6	6	0	0	5	6	11	12
APS 6	0	0	28	27	0	0	21	16	49	43
APS 5	0	0	14	10	0	0	4	4	18	14
APS 4	0	2	6	8	0	0	1	1	7	11
APS 3	2	4	27	20	0	1	12	8	41	33
APS 2	10	27	27	7	0	2	4	2	41	38
Total	12	33	109	78	0	3	50	40	171	154

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Vic										
AEO	0	0	1	1	0	0	1	0	2	1
EL 2	0	0	2	0	0	0	0	1	2	1
EL 1	0	0	6	7	0	0	2	2	8	9
APS 6	1	2	17	14	0	0	22	23	40	39
APS 5	0	0	4	4	0	0	3	3	7	7
APS 4	1	3	6	3	1	1	0	0	8	7
APS 3	3	5	27	24	0	0	4	3	34	32
APS 2	22	27	17	11	1	1	6	3	46	42
Total	27	37	80	64	2	2	38	35	147	138
Qld										
AEO	0	0	1	1	0	0	0	1	1	2
EL 2	0	0	0	0	0	0	1	1	1	1
EL 1	0	0	2	2	0	0	2	2	4	4
APS 6	0	0	13	12	0	0	13	10	26	22
APS 5	0	0	8	9	0	0	6	4	14	13
APS 4	0	0	6	4	0	0	1	3	7	7
APS 3	2	4	21	18	0	0	6	5	29	27
APS 2	8	19	17	8	0	0	0	1	25	28
Total	10	23	68	54	0	0	29	27	107	104
WA										
AEO	0	0	0	1	0	0	0	0	0	1
EL 2	0	0	0	0	0	0	1	1	1	1
EL 1	0	0	0	0	0	0	3	2	3	2
APS 6	0	0	7	6	0	1	9	10	16	17
APS 5	0	0	4	3	0	0	3	2	7	5
APS 4	2	1	4	3	0	0	1	1	7	5
APS 3	1	1	13	13	0	0	1	0	15	14
APS 2	2	13	9	2	0	0	0	0	11	15
Total	5	15	37	28	0	1	18	16	60	60

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
SA										
AEO	0	0	1	1	0	0	0	1	1	2
EL 2	0	0	0	0	0	0	1	0	1	0
EL 1	0	0	2	2	0	0	0	0	2	2
APS 6	0	0	7	7	0	0	5	4	12	11
APS 5	0	0	4	4	0	0	2	0	6	4
APS 4	0	1	3	0	0	1	2	2	5	4
APS 3	1	1	7	6	0	0	1	2	9	9
APS 2	4	5	1	2	0	0	0	0	5	7
Total	5	7	25	22	0	1	11	9	41	39
Tas										
AEO	0	0	1	1	0	0	0	0	1	1
EL 1	0	0	0	0	0	0	2	2	2	2
APS 6	0	0	3	3	0	0	2	2	5	5
APS 5	0	0	2	2	0	0	2	2	4	4
APS 4	0	0	1	2	0	0	1	1	2	3
APS 3	1	2	6	3	0	0	0	0	7	5
APS 2	1	1	2	3	0	0	0	0	3	4
Total	2	3	15	14	0	0	7	7	24	24
NT										
AEO	0	0	0	0	0	0	1	1	1	1
EL 1	0	0	0	0	0	0	1	2	1	2
APS 6	0	0	1	1	0	0	2	1	3	2
APS 5	0	0	3	2	0	0	0	0	3	2
APS 4	0	0	1	1	0	0	1	1	2	2
APS 3	0	0	1	2	0	0	1	1	2	3
APS 2	0	0	1	1	0	0	0	0	1	1
Total	0	0	7	7	0	0	6	6	13	13
AEC total	91	151	471	392	3	10	282	260	847	813

AEO = Australian electoral officer; APS = Australian Public Service; EL = executive level; SES = senior executive service.

Figures include all staff employed at 30 June 2014, under the *Public Service Act 1999* and *Australian electoral officers employed under the Commonwealth Electoral Act 1918*. This information is included in the wages and salaries reported in the financial statements.

New South Wales numbers include staff from Australian Capital Territory divisions.

Source: PayGlobal HR System.

Table 45: Non-ongoing staff employed, including staff on higher duties arrangements, by classification, gender and location at 30 June 2013 and 30 June 2014

Classification	Female part time		Female full time		Male part time		Male full time		Total																																																																																																																																																																																																																		
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014																																																																																																																																																																																																																	
ACT											Electoral Commissioner	0	0	0	0	0	0	0	0	0	1	SES Band 1	0	0	0	1	0	0	0	0	0	1	EL 2	0	0	1	0	0	0	1	1	2	1	EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	2	0	1	0	1	0	4	0	APS 5	0	0	1	0	0	0	1	0	2	0	APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16
Electoral Commissioner	0	0	0	0	0	0	0	0	0	1	SES Band 1	0	0	0	1	0	0	0	0	0	1	EL 2	0	0	1	0	0	0	1	1	2	1	EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	2	0	1	0	1	0	4	0	APS 5	0	0	1	0	0	0	1	0	2	0	APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16											
SES Band 1	0	0	0	1	0	0	0	0	0	1	EL 2	0	0	1	0	0	0	1	1	2	1	EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	2	0	1	0	1	0	4	0	APS 5	0	0	1	0	0	0	1	0	2	0	APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																						
EL 2	0	0	1	0	0	0	1	1	2	1	EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	2	0	1	0	1	0	4	0	APS 5	0	0	1	0	0	0	1	0	2	0	APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																	
EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	2	0	1	0	1	0	4	0	APS 5	0	0	1	0	0	0	1	0	2	0	APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																												
APS 6	0	0	2	0	1	0	1	0	4	0	APS 5	0	0	1	0	0	0	1	0	2	0	APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																																							
APS 5	0	0	1	0	0	0	1	0	2	0	APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																																																		
APS 4	4	6	2	5	0	0	0	0	6	11	APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																																																													
APS 3	0	0	2	0	0	0	0	0	2	0	Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																																																																								
Graduates	0	0	0	0	0	0	0	0	0	0	APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																																																																																			
APS 2	1	0	0	0	0	0	1	0	2	0	Total	5	6	8	6	1	0	4	2	18	14	NSW											EL 1	0	0	0	0	0	0	0	0	0	0	APS 6	0	0	1	1	0	0	1	0	2	1	APS 5	0	0	0	0	0	0	0	0	0	0	APS 4	0	1	1	1	0	0	0	0	1	2	APS 3	1	1	4	3	0	0	0	0	5	4	APS 2	3	8	5	0	0	0	1	1	9	9	Total	4	10	11	5	0	1	2	0	17	16																																																																																																														
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AEO	0	0	0	0	0	0	0	0	0	1
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APS 6	0	0	0	0	1	0	1	0	2	0
APS 5	0	0	1	0	0	0	1	0	2	0
APS 4	0	0	0	0	0	0	0	0	0	0
APS 3	0	0	2	0	0	0	2	0	4	0
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APS 4	0	0	0	0	0	0	0	0	0	0
APS 3	1	0	1	0	0	0	0	0	2	0
APS 2	1	0	2	1	0	0	0	0	3	1
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AEO	0	0	0	0	0	0	1	0	1	0
EL 1	0	0	0	0	0	0	0	0	0	0
APS 6	0	0	0	0	0	0	0	0	0	0
APS 5	0	0	0	0	0	0	0	0	0	0
APS 4	0	0	0	0	0	0	0	0	0	0
APS 3	0	0	0	0	0	0	1	0	1	0
APS 2	1	0	2	0	0	0	0	0	3	0
Total	1	0	2	0	0	0	2	0	5	0

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AEO = Australian electoral officer; APS = Australian Public Service; EL = executive level; SES = senior executive service.

Figures include all staff employed at 30 June 2014 under the *Public Service Act 1999*. This information is included in the wages and salaries reported in the financial statements.

Western Australia, South Australia, Tasmania and the Northern Territory had no non-ongoing staff at 30 June 2014. New South Wales numbers include staff from Australian Capital Territory divisions.

Source: PayGlobal HR System.

APPENDIX I: LIST OF REQUIREMENTS

Description	Requirement	Page reference
Letter of transmittal	Mandatory	iii
Table of contents	Mandatory	v
Index	Mandatory	211
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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	2–7
Overview of department's performance and financial results	Suggested	5
Outlook for following year	Suggested	3–5
Significant issues and developments – portfolio	Portfolio departments – suggested	N/A
Departmental Overview		
Role and functions	Mandatory	12
Organisational structure	Mandatory	13–16
Outcome and programme structure	Mandatory	18–19
Where outcome and programme 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
Portfolio structure	Portfolio departments – mandatory	N/A
Report on Performance		
Review of performance during the year in relation to programmes and contribution to outcomes	Mandatory	24–81
Actual performance in relation to deliverables and KPIs set out in PB Statements/PAES or other portfolio statements	Mandatory	24–81
Where performance targets differ from the PBS/PAES, details of both former and new targets, and reasons for the change	Mandatory	N/A
Narrative discussion and analysis of performance	Mandatory	24–81
Trend information	Mandatory	24–81
Significant changes in nature of principal functions/services	Suggested	4, 53
Performance of purchaser/provider arrangements	If applicable, suggested	40, 78
Factors, events or trends influencing departmental performance	Suggested	2–7, 24–81
Contribution of risk management in achieving objectives	Suggested	24–81, 90–91
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Discussion and analysis of the department's financial performance	Mandatory	5, 123
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Agency resource statement and summary resource tables by outcomes	Mandatory	178–180
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Corporate Governance		
Agency heads are required to certify that their agency complies with the 'Commonwealth Fraud Control Guidelines'.	Mandatory	iii
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Names of the senior executive and their responsibilities	Suggested	15–16
Senior management committees and their roles	Suggested	87–89
Corporate and operational plans and associated performance reporting and review	Suggested	89–90, 92
Internal audit arrangements including approach adopted to identifying areas of significant financial or operational risk and arrangements to manage those risks	Suggested	87–92
Policy and practices on the establishment and maintenance of appropriate ethical standards	Suggested	91–92
How nature and amount of remuneration for SES officers is determined	Suggested	113–114
External Scrutiny		
Significant developments in external scrutiny	Mandatory	92–99
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Reports by the Auditor-General, a Parliamentary Committee, the Commonwealth Ombudsman or an agency capability review	Mandatory	94–98
Management of Human Resources		
Assessment of effectiveness in managing and developing human resources to achieve departmental objectives	Mandatory	105–117
Workforce planning, staff retention and turnover	Suggested	105–110
Impact and features of enterprise or collective agreements, individual flexibility arrangements (IFAs), determinations, common law contracts and Australian Workplace Agreements (AWAs)	Suggested	113–114
Training and development undertaken and its impact	Suggested	108–10, 174–175
Work health and safety performance	Suggested	114–117
Productivity gains	Suggested	24–81, 106, 117–119, 123
Statistics on staffing	Mandatory	106–108, 112, 199–204
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Assets management		
Assessment of effectiveness of assets management	If applicable, mandatory	118–119
Purchasing		
Assessment of purchasing against core policies and principles	Mandatory	120–122
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.	Mandatory	120–122
Australian National Audit Office Access Clauses		
Absence of provisions in contracts allowing access by the Auditor-General	Mandatory	122
Exempt contracts		

Description	Requirement	Page reference
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Financial Statements		
Financial Statements	Mandatory	124–173
Other Mandatory Information		
Work health and safety (Schedule 2, Part 4 of the <i>Work Health and Safety Act 2011</i>)	Mandatory	116
Advertising and Market Research (Section 311A of the <i>Commonwealth Electoral Act 1918</i>) and statement on advertising campaigns	Mandatory	198
Ecologically sustainable development and environmental performance (Section 516A of the <i>Environment Protection and Biodiversity Conservation Act 1999</i>)	Mandatory	117–118
Compliance with the agency's obligations under the <i>Carer Recognition Act 2010</i>	If applicable, mandatory	N/A
Grant programmes	Mandatory	120
Disability reporting – explicit and transparent reference to agency-level information available through other reporting mechanisms	Mandatory	75–76, 111–112
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Agency Resource Statements and Resources for Outcomes	Mandatory	178–180
List of Requirements	Mandatory	205–207

GLOSSARY

Abbreviations and acronyms

Term	Description
ACT	Australian Capital Territory
AEC	Australian Electoral Commission
AEO	Australian electoral officer
AFP	Australian Federal Police
AGIMO	Australian Government Information Management Office
ANAO	Australian National Audit Office
APS	Australian Public Service
APSC	Australian Public Service Commission
AusAid	Australian Agency for International Development
AWA	Australian Workplace Agreement
BRIDGE	Building Resources in Democracy, Governance and Elections
CPI	Consumer Price Index
CDPP	Commonwealth Director of Public Prosecutions
CNE	Comissão Nacional de Eleições (Timor-Leste)
DFAT	Department of Foreign Affairs and Trade
DLP	Democratic Labor Party of Australia
DMM	Divisional Materials Manager
DRO	Divisional Returning Officer
ECANZ	Electoral Council of Australia and New Zealand
ECL	electronic certified list
ECSA	Electoral Commission South Australia
EEIC	Electoral Education and Information Centre
EEN	Electoral Education Network
EL	executive level
Electoral Act	<i>Commonwealth Electoral Act 1918</i>
EPBC Act	<i>Environment Protection and Biodiversity Conservation Act 1999</i>
EROC	Election Ready Operational Capacity
FMA Act	<i>Financial Management and Accountability Act 1997</i>
FOI Act	<i>Freedom of Information Act 1982</i>
GVG	Green Vehicle Guide
ICARE	APS values – Impartial, Committed to service, Accountable, Respectful, Ethical
ICT	information and communications technology
IEPP	Indigenous Electoral Participation Programme
IFAs	individual flexibility arrangements
IPS	Information Publication Scheme
JSCEM	Joint Standing Committee on Electoral Matters
Keelty Report	Inquiry into the 2013 WA Senate Election
KIT	Keelty Implementation Taskforce
KPU	Komisi Pemilihan Umum (General Elections Commission, Indonesia)
LGA	Local Government Area
NEEC	National Electoral Education Centre
NSW	New South Wales
NT	Northern Territory
PIANZEA	Pacific Islands, Australia and New Zealand Electoral Administrators
PNGEC	Papua New Guinea Electoral Commission
Qld	Queensland

Term	Description
Referendum Act	<i>Referendum (Machinery Provisions) Act 1984</i>
SA	South Australia
SES	senior executive service
SRC Act	<i>Safety, Rehabilitation and Compensation Act 1988</i>
STAE	Secretariado Técnico de Administração Eleitoral (Timor-Leste)
Tas	Tasmania
VIO	voter information officer
VITS	VITS Language Link
VTIS	Victorian Interpreting and Translating Service
WA	Western Australia
WCAG	Web Content Accessibility Guidelines
WHS	workplace health and safety
WHS Act	<i>Work Health and Safety Act 2011</i>

Glossary of terms

Term	Description
Ballot	A secret vote, normally written.
Ballot box	The sealed container into which a voter places a completed ballot paper.
Ballot paper	A paper that shows the names of the candidates who are standing for election and on which voters mark their vote.
By-election	An election held to fill a single vacancy in the House of Representatives.
Candidate	A person standing for election to the House of Representatives or Senate.
Certified list	The official electoral roll used to mark off voters at an election.
Compulsory voting	The requirement for Australian citizens aged 18 years and over to enrol to vote and to vote at each election.
Constitution (Australian)	The document that sets out the structure under which the Commonwealth Government of Australia operates. It can only be amended through a referendum.
Court of Disputed Returns	A court (in Australia the High Court) that determines disputes about elections.
Declaration vote	Any vote where, instead of the voter being marked off the certified list, the vote is sealed in an envelope and signed by the voter.
Declaration of Nominations	Formal announcement of registered candidates whose names will appear on a ballot paper in an election.
Division or electorate	The voting area, containing approximately equal numbers of voters, for which one member is elected to the House of Representatives. Australia is divided into 150 electorates.
Electoral cycle	The period from one federal election to the next – usually three years.
Electoral roll	The list of people entitled to vote in an election or referendum.
Electorate	See entry for 'division' above.
Enrolment form	Application form to enrol to vote or update enrolment.
Federal election	A general election for the House of Representatives and Senate.
Fee-for-service election	An election or ballot conducted on a full cost recovery basis.
Financial disclosure return	A document detailing information on the receipts and expenditure of participants in the political process.
Formality or formal vote	A vote in an election or referendum where the ballot paper has been marked correctly and is counted towards the result. A ballot paper incorrectly marked is called informal.
Franchise	The right to vote.
Funding and disclosure	Public funding of election campaigns and disclosure of certain financial details by candidates, political parties and others.

Term	Description
General postal voter	A voter who is registered to have postal ballot papers sent automatically due to difficulty getting to a polling place.
House of Representatives	The house of parliament in which the government is formed. Under a preferential voting system, each division elects one member of the House of Representatives.
Joint Standing Committee on Electoral Matters (JSCEM)	The parliamentary committee that inquires into and reports on matters relating to electoral laws, practices and administration.
Member	Any person elected to parliament, but commonly used for the House of Representatives.
Mobile polling team	Polling officials who bring polling to hospitals, nursing homes, prisons, remand centres and remote locations.
Nomination	Submission for candidacy for election to the Senate or House of Representatives.
Ordinary vote	A vote cast on or before election day within the division in which the voter is enrolled.
Poll	An election – a count of votes or opinions.
Polling day	The day fixed for the election.
Polling place	A location for people to vote.
Postal vote	Ballot papers sent to a voter and posted back before the close of polling.
Preferential voting	A system of voting where a voter shows an order of preference for candidates by numbering their choices.
Pre-poll vote	A vote cast before polling day.
Protected action ballot	A workplace voting system whereby employees participate in a fair and secret ballot to determine whether industrial action should proceed in their workplace.
Provisional vote	Vote cast at a polling place where the elector's name cannot be found on the roll, the name has been marked off, or the voter has a silent enrolment.
Redistribution	A redrawing of electoral boundaries to ensure (as closely as possible) the same number of voters in each division.
Referendum	A vote to change the Constitution.
Returned candidate	Candidate who is officially declared elected by a returning officer.
Returning officer	The person responsible for conducting an election in a particular area. A divisional returning officer is responsible for conducting the House of Representatives election in their division. An Australian Electoral Officer is the returning officer for the Senate election in their state or territory.
Registered political party	A party registered with the AEC under Part XI of the <i>Commonwealth Electoral Act 1918</i> .
Revenue appropriations	Federal funds set aside each year for specific government programmes
Roll	A list of voters eligible to vote at an election or referendum.
Scrutineer	Someone nominated by a candidate to watch the counting, or scrutiny of votes.
Scrutiny	The counting of votes is also known as the scrutiny.
Secret ballot	A vote made in secret.
Senate	The house of parliament representing the states. Seventy-six senators are elected – 12 from each state and two from each territory – under a proportional representation system.
Silent elector	A voter whose address does not appear on the electoral roll, for reasons of personal safety.
Turnout	The percentage of people who voted in the election, calculated by dividing the sum of formal and informal votes by the final enrolment figure.
Vote	To choose a representative, or make a preference, in an election.
Writ	A document commanding an electoral officer to hold an election, containing dates for the close of rolls, the close of nominations, the election day and the return of the writ.

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