

Part 5 | Other Mandatory  
Information

## APPENDIX 1 – CITIZENSHIP STATISTICS

The following information is provided in accordance with section 42(d) of the *Australian Citizenship Act 1948*. The tables show the number of persons who became Australian citizens, details of their former nationality/citizenship and the country in which they were ordinarily resident before entering Australia.

Country of Nationality or Citizenship of persons who became Australian citizens in the year ending 30 June 2004.

Country	Persons
Afghanistan	515
Albania	41
Algeria	23
Angola	4
Antigua and Barbuda	5
Argentina	150
Armenia	18
Austria	69
Azerbaijan	11
Bahamas	1
Bahrain	2
Bangladesh	387
Barbados	2
Belarus	35
Belgium	32
Belize	8
Benin	1
Bhutan	4
Bolivia	19
Bosnia and Herzegovina	1,490
Brazil	199
Brunei Darussallam	14
Bulgaria	94
Burundi	3
Cambodia	405
Cameroon	1
Canada	864
Cape Verde	2
Chad	1
Chile	362

China	7,072
Colombia	189
Comoros	2
Congo	12
Congo, Democratic Republic of	3
Cook Islands	11
Costa Rica	2
Cote d'Ivoire	2
Croatia	447
Cuba	18
Cyprus	35
Czech Republic	32
Czechoslovakia, former	11
Denmark	45
Djibouti	2
Dominican Republic	3
Ecuador	42
Egypt	350
El Salvador	72
Eritrea	195
Estonia	19
Ethiopia	286
Fiji	1,582
Finland	253
France	387
Georgia	6
Germany	422
Ghana	117
Greece	215
Grenada	1
Guatemala	4
Guinea	2
Guinea-Bissau	1
Guyana	4
Haiti	3
Honduras	3
Hungary	91
Iceland	4
India	3,638
Indonesia	897
Iran	644
Iraq	1,271
Ireland	905
Israel	255
Italy	866

Jamaica	7
Japan	98
Jordan	181
Kazakhstan	35
Kenya	184
Kiribati	2
Korea, Democratic Peoples' Republic of	3
Korea, Republic of	943
Kuwait	9
Kyrgyzstan	9
Laos	74
Latvia	15
Lebanon	1,085
Liberia	63
Libya	2
Liechtenstein	2
Lithuania	31
Malawi	2
Malaysia	1,846
Maldives	5
Mali	1
Malta	461
Macedonia, Former Yugoslav Republic of	413
Mauritania	2
Mauritius	177
Mexico	43
Moldova	15
Mongolia	4
Morocco	21
Mozambique	8
Myanmar (Burma)	260
Namibia	5
Nauru	1
Nepal	119
Netherlands	513
New Zealand	13,052
Nicaragua	5
Niger	2
Nigeria	126
Norway	14
Pakistan	874
Palau	1
Panama	1
Papua New Guinea	104
Paraguay	5
Peru	133

Philippines	3,019
Poland	257
Portugal	247
Qatar	1
Romania	248
Russian Federation	499
Rwanda	4
Samoa	100
Saudi Arabia	3
Senegal	6
Seychelles	20
Sierra Leone	210
Singapore	627
Slovakia	69
Slovenia	14
Solomon Islands	34
Somalia	354
South Africa	4,908
Spain	111
Sri Lanka	1,582
St Kitts and Nevis	2
Sudan	834
Suriname	1
Swaziland	2
Sweden	294
Switzerland	183
Syria	187
Tadjikistan	6
Taiwan	1,259
Tanzania	23
Thailand	708
Timor-Leste	18
Togo	1
Tonga	173
Trinidad and Tobago	16
Tunisia	10
Turkey	695
Uganda	16
Ukraine	223
United Arab Emirates	6
United Kingdom	17,201
United States of America	1,409
Uruguay	78
U.S.S.R., former	57
Uzbekistan	27
Vanuatu	7
Venezuela	49
Vietnam	2,215

Yemen	14
Yugoslavia, Federal Republic of*	984
Zambia	28
Zimbabwe	563
Stateless	830
Not stated/other	478
Total	87,049

Source: ICSE data extraction, Outcomes Reporting Section, DIMIA, 8 August 2004

\*now referred to as Serbia and Montenegro

Countries or territories in which persons who became Australian citizens in the year ending 30 June 2004 ordinarily resided immediately before entering Australia.

Country	Persons
Afghanistan	270
Albania	38
Algeria	16
Angola	3
Antigua and Barbuda	7
Argentina	158
Armenia	20
Australia	456
Austria	78
Azerbaijan	11
Bahamas	8
Bahrain	33
Bangladesh	367
Barbados	3
Belarus	29
Belgium	58
Belize	6
Bermuda	9
Bhutan	5
Bolivia	18
Bosnia and Herzegovina	1,107
Botswana	27
Brazil	194
Brunei Darussallam	61
Bulgaria	90
Burundi	1
Cambodia	407
Cameroon	1
Canada	882

Chile	364
China	7,257
Colombia	189
Comoros	2
Congo	6
Congo, Democratic Republic of	1
Cook Islands	62
Costa Rica	4
Cote d'Ivoire	1
Croatia	601
Cuba	17
Cyprus	59
Czech Republic	33
Czechoslovakia, former	9
Denmark	56
Djibouti	10
Dominican Republic	2
Ecuador	47
Egypt	616
El Salvador	69
Eritrea	78
Estonia	20
Ethiopia	207
Fiji	1,580
Finland	224
France	335
French Polynesia	11
Gabon	1
Gambia	9
Georgia	5
Germany	717
Ghana	101
Gibraltar	1
Greece	380
Guatemala	4
Guinea	99
Guinea-Bissau	1
Guyana	2
Haiti	4
Honduras	3
Hungary	96
Iceland	3
India	3,283
Indonesia	920
Iran	680
Iraq	827
Ireland	776
Israel	272

Italy	820
Jamaica	8
Japan	175
Jordan	240
Kazakhstan	35
Kenya	454
Kiribati	3
Korea, Democratic Peoples' Republic of	4
Korea, Republic of	898
Kuwait	54
Kyrgyzstan	9
Laos	69
Latvia	18
Lebanon	1,112
Liberia	13
Libya	7
Lithuania	29
Luxembourg	6
Madagascar	1
Malawi	9
Malaysia	1,789
Maldives	6
Malta	481
Macedonia, Former Yugoslav Republic of	384
Martinique	3
Mauritius	173
Mayotte	1
Mexico	43
Moldova	19
Monaco	1
Mongolia	5
Morocco	26
Mozambique	3
Myanmar (Burma)	228
Namibia	11
Nauru	2
Nepal	120
Netherlands	466
Netherlands Antilles	5
New Caledonia	24
New Zealand	13,156
Nicaragua	4
Niger	1
Nigeria	163
Niue	4
Norfolk Island	5
Norway	19

Oman	35
Pakistan	1,007
Panama	1
Papua New Guinea	182
Paraguay	3
Peru	132
Philippines	2,971
Poland	246
Portugal	220
Qatar	35
Reunion	1
Romania	237
Russian Federation	491
Rwanda	5
Samoa	107
Saudi Arabia	104
Senegal	5
Seychelles	24
Sierra Leone	106
Singapore	891
Slovakia	72
Slovenia	16
Solomon Islands	45
Somalia	206
South Africa	5,194
Spain	115
Sri Lanka	1,413
St Lucia	5
Sudan	630
Suriname	1
Swaziland	11
Sweden	316
Switzerland	236
Syria	216
Tadjikistan	5
Taiwan	1,245
Tanzania	30
Thailand	805
Timor-Leste	32
Togo	1
Tonga	159
Trinidad and Tobago	15
Tunisia	7
Turkey	767
Tuvalu	1
Uganda	63
Ukraine	224
United Arab Emirates	269

United Kingdom	16,300
United States of America	1,508
Uruguay	75
U.S.S.R., former	34
Uzbekistan	30
Vanuatu	14
Venezuela	52
Vietnam	2,131
Virgin Islands, British	1
Yemen	19
Yugoslavia, Federal Republic of *	1,708
Zambia	35
Zimbabwe	661
Stateless	7
Not stated/other	59
<b>Total</b>	<b>87,049</b>

Source: ICSE data extraction, Outcomes Reporting Section, DIMIA, 8 August 2004

\*now referred to as Serbia and Montenegro

## APPENDIX 2 – PERFORMANCE PAY

**Employees by Classification who Received Performance Pay**

Classification Level	Number who received Performance Pay
Executive Level 1	10
Executive Level 2	31
SES B1	26
SES B2/SES B3	12

**Aggregated Amount of Performance Payments by Classification Level**

Classification Level	Aggregated amount of Performance Pay
Executive Level 1	\$50,805
Executive Level 2	\$186,552
SES B1	\$271,261
SES B2/SES B3	\$184,224

**Average Bonus Payment and Range of Payments by Classification Level**

Classification Level	Average Bonus Payment	Range of Payments
Executive Level 1	\$5,080	\$3,277 - \$7,221
Executive Level 2	\$6,017	\$1,847 - \$10,475
SES B1	\$10,433	\$4,795 - \$14,750
SES B2/SES B3	\$15,352	\$6,691 - \$24,672

**Aggregate Bonus Payment for the Agency as a Whole**

The aggregate amount of performance pay paid during the year was \$682,371.

## APPENDIX 3 - SENIOR EXECUTIVE SERVICE

<b>SENIOR EXECUTIVE SERVICE</b>							
As at 30 June 2003				As at 30 June 2004			
<b>Actual Classification</b>	<b>Female</b>	<b>Male</b>	<b>Total</b>	<b>Actual Classification</b>	<b>Female</b>	<b>Male</b>	<b>Total</b>
SEB1	16	17	33	SEB1	18	19	37
SEB2	2	9	11	SEB2	3	9	12
SEB3	1	1	2	SEB3	1	1	2
Total	19	27	46	Total	22	29	51

Note: As at 30 June 2004 DIMIA had 51 SES positions.

The data in this table reflects the outcome of leave and acting arrangements.

## APPENDIX 4 - STAFFING LEVEL BY LOCATION

<b>STAFFING LEVEL BY LOCATION</b>		
<b>Location</b>	<b>As at 30 June 2003</b>	<b>As at 30 June 2004</b>
Central Office	1,675	1,899
New South Wales	949	1,076
Victoria	570	616
Queensland	221	243
Western Australia	229	312
South Australia	204	245
Tasmania	36	55
Northern Territory	34	34
ACT Regional Office	68	75
Overseas * (Australia based staff)	164	163
Australia totals	4,150	4,718
Overseas ** (locally engaged staff)	721	680
Totals	4,871	5,398

\* This figure includes staff in transit pool awaiting placement.

\*\* Overseas staff administered by the Department of Foreign Affairs and Trade on behalf of DIMIA

## APPENDIX 5 - STAFFING LEVEL BY CLASSIFICATION

Actual classification	STAFFING LEVEL BY CLASSIFICATION (as at 30 June 2004)										Total	Non-ongoing						Total	Totals
	Ongoing					Total	Full-time*					Part-time			Total				
	Female	Male	Total	Female	Male		Total	Female	Male	Total		Female	Male	Total					
APS1	9	6	15	1	1	2	17	0	0	0	0	0	0	0	0	0	17		
APS2	29	14	43	2	0	2	45	11	5	16	4	0	0	4	20	65			
APS3	327	182	509	38	4	42	551	186	87	273	7	1	8	281	832				
APS4	480	282	762	81	13	94	856	16	6	22	4	0	4	26	882				
APS5	443	317	760	56	8	64	824	6	5	11	2	0	2	13	837				
APS6	454	372	826	74	9	83	909	7	6	13	2	4	6	19	928				
CADPT	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	1			
CADST	3	2	5	0	0	0	5	0	0	0	0	0	0	0	0	5			
EXEC1	314	321	635	55	2	57	692	2	10	12	2	0	2	14	706				
EXEC2	88	122	210	7	1	8	218	0	0	0	0	1	1	219					
GRADUATE	30	17	47	0	0	0	47	0	0	0	0	0	0	47					
LEGAL	10	11	21	0	0	0	21	7	4-	11	0	0	0	11	32				
MO2	0	2	2	2	2	4	6	0	1	1	0	0	0	1	7				
MO3	0	0	0	0	0	0	0	0	2	2	0	0	0	2	2				
MO4	1	0	1	0	0	0	1	0	0	0	0	0	0	0	1				
PAO1	0	1	1	0	0	0	1	0	0	0	0	0	0	0	1				
PAO2	7	5	12	0	0	0	12	1	1	2	0	0	0	2	14				
PAO3	3	1	4	0	1	1	5	0	0	0	0	0	0	0	5				
PRLEG	11	6	17	0	0	0	17	0	0	0	0	0	0	0	17				
SEC	0	1	1	0	0	0	1	0	0	0	0	0	0	0	1				
SEB1	18	19	37	0	0	0	37	0	0	0	0	0	0	0	37				
SEB2	3	9	12	0	0	0	12	0	0	0	0	0	0	0	12				
SEB3	1	1	2	0	0	0	2	0	0	0	0	0	0	0	2				
SNLEG	23	16	39	5	1	6	45	1	1	2	0	0	0	2	47				
SPAOA	0	1	1	0	0	0	1	0	0	0	0	0	0	0	1				
SPAOB	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Totals *	2,263	1,711	3,974	321	42	363	4,337	237	128	365	21	6	27	392	4,718				

\* Does not include overseas staff administered by Department of Foreign Affairs and Trade on behalf of DIMIA.

\*\* Non-ongoing FT Staffing figure includes Non-ongoing Intermittent and Irregular employment category.

## APPENDIX 6 - SALARY LEVELS BY CLASSIFICATION

<b>SALARY LEVEL BY CLASSIFICATION</b>		
<b>Classification levels, local titles including broadbands and salary rates</b>		
<b>APS Classification</b>	<b>Local Title</b>	<b>Salary at 30 June 2004</b>
Training Classification		
Aboriginal Cadet's pay rates during full time study. 60% of full time APS1 junior rates		\$10,439 - \$17,398
APS1 and Aboriginal Cadets during practical training		\$17,398 - \$32,161
Graduate APS		\$32,817 - \$36,504
<b>APS Level and Executive Level Employees</b>		
APS Level 1		\$17,398 - \$32,161
APS Level 2		\$32,817 - \$36,504
APS Level 3		\$37,378 - \$43,425
APS Level 4		\$41,659 - \$46,907
APS Level 5		\$46,467 - \$55,621
APS Level 6		\$50,187 - \$61,817
EXEC Level 1		\$64,274 - \$74,500
EXEC Level 2		\$74,108 - \$98,482
<b>Legal Officer</b>		
APS Level 4	Legal Officer	\$44,103
APS Level 5		\$47,923
APS Level 6		\$50,187 - \$57,819
EXEC Level 1	Senior Legal Officer	\$64,274 - \$81,160
EXEC Level 2	Principal Legal Officer	\$86,390 - \$94,108
<b>Public Affairs Officer</b>		
APS Level 4	Public Affairs Officer 1	\$42,984 - \$45,234
APS Level 5	Public Affairs Officer 1	\$47,923 - \$49,384
APS Level 6	Public Affairs Officer 2	\$52,845 - \$59,517
EXEC Level 1	Public Affairs Officer 3	\$70,082 - \$78,516
EXEC Level 2	Senior Public Affairs Officer B	\$81,553 - \$84,365
	Senior Public Affairs Officer A	\$86,052 - \$88,864
<b>Medical Officer</b>		
Medical Officer Class 2		\$82,893 - \$86,165
Medical Officer Class 3		\$92,656 - \$95,726
Medical Officer Class 4		\$101,053 - \$109,787
<b>Senior Executive Service</b>		
Senior Executive Service Band 1		\$108,000 - \$122,000
Senior Executive Service Band 2/3		\$142,000 - \$179,659

## APPENDIX 7 – OCCUPATIONAL HEALTH AND SAFETY (OHS)

The department is committed to providing a safe and healthy work environment for staff, contractors and visitors. This commitment is reflected in the department's 2003 Occupational Health and Safety Policy and Agreement. This document was developed in consultation with staff and their representatives as required under the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

### OHS Committees

In line with legislative requirements to consult with staff and their representatives on OHS issues, the department convenes health and safety committees in all state and territory offices. Key OHS issues are referred to the National OHS Committee, which met three times during 2003-04.

### Health and Safety Representatives

Health and Safety Representatives (HSRs) were maintained for Designated Work Groups. Elections for vacant HSR and deputy HSR positions were conducted by the Community and Public Sector Union in consultation with the department on an ongoing basis as vacancies occurred.

HSRs continued to be active in their workplaces and the HSR network met on a regular basis, providing a consultative mechanism in addition to the OHS committees established under the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

### Health, Safety and Welfare at Work of Employees

Measures taken during the year to ensure the health, safety and welfare of employees

and contractors included:

- OHS advice and training
- eyesight testing for screen based work
- employee assistance and counselling services
- expert assistance to staff with workstation ergonomics
- first aid services
- fire warden services
- provision of influenza vaccinations.

Employee health and fitness has been encouraged through a range of activities, such as health promotion seminars and the sponsorship of a number of corporate sporting events. The 2003 National Walk to Work Day was also strongly supported by staff, as were local fun runs and walks.

### Incidents

There were 103 incidents reported to Comcare under Section 68 of the *Occupational Health and Safety (Commonwealth Employment) Act 1991*. Of these, 41 involved serious personal injury and 62 were dangerous occurrences.

A serious personal injury is an injury where a person requires emergency medical treatment. A dangerous occurrence is an incident resulting from operations of the employer that could have resulted in death or serious personal injury to an employee, contractor or third party.

The number of incidents has increased (compared to 48 incidents at June 2003) due to an increased number of incidents at detention centres, of which six relate to sporting activities, and an enhanced awareness of reporting requirements.

### **Notices and Investigations**

There were no Provisional Improvement Notices issued under Section 29 of the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

Comcare is currently finalising a report on an investigation under Section 41 of the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

In May 2004 Comcare undertook an investigation of the effectiveness of occupational health and safety management systems in compliance operations.

No notices were issued under Sections 46 and 47.

### **Comcare Premium**

DIMIA's compensation premium rate for 2004-05 is 1.77 per cent, which is slightly higher than the average premium rate for Commonwealth agencies of 1.67 per cent. The primary drivers of the premium rate are claims costs and frequency of claims. While the frequency of claims in DIMIA has remained relatively stable, claims costs, particularly resulting from longer periods of incapacity (that is, the period in which an employee is unfit for work), has increased over the last three years.

DIMIA's occupational health and safety strategies continue to target the causal factors behind this increase. The key measures focus on case managers working with supervisors and affected employees to improve the effectiveness of occupational rehabilitation, and achieve earlier return to work outcomes.

## APPENDIX 8 – FREEDOM OF INFORMATION (FOI)

The information below is provided to comply with section 8 of the *Freedom of Information Act 1982*.

Information on the department, including its structure, appears earlier in this report. Decision-making powers are vested in the Minister and/or Secretary under various Acts. The Minister or Secretary may delegate most of their powers to departmental staff.

Generally, the department prefers to provide access to documents in the form of copies. Private viewing of personal files may be done by appointment at state and regional offices.

Initial telephone inquiries in relation to FOI matters may be made through the Client Service Line, 131 881.

FOI requests with contact addresses in New South Wales should be sent to FOI Unit, DIMIA Sydney, GPO Box 9984, Sydney NSW 2001.

FOI requests with contact addresses in Victoria should be sent to FOI Unit, DIMIA Victoria, GPO Box 241E, Melbourne VIC 3001.

FOI requests with contact addresses in all other states and territories of Australia should be sent to FOI Unit, Ombudsman, Privacy and FOI Section, DIMIA, PO Box 25, Belconnen ACT 2616.

<b>FOI Documents Maintained</b>	
<b>Type</b>	<b>Description</b>
Documents of decision-making bodies #	Relating to the business of these bodies and including agenda, minutes and other records.
Cabinet documents #	Records of Cabinet matters including Cabinet submissions and Cabinet minutes.
Representations to the Minister for Immigration and Multicultural and Indigenous Affairs and the Minister for Citizenship and Multicultural Affairs #	The Ministers receive a large number of written representations each year concerning all aspects of migration, population, settlement, citizenship policies, Indigenous affairs and portfolio administration.
Documents on internal departmental administration #	These documents include personnel records, organisation and staffing records, financial and expenditure records, and internal operating documentation such as internal working documents and correspondence.
Program documents #	DIMIA holds documents relating to grants provided to various organisations under the programs the department administers and programs administered under enactments including the <i>Migration Act 1958</i> and the <i>Australian Citizenship Act 1948</i> .
Personal information documents #	The department holds personal information about applicants for migration and Australian citizenship and information about movements into and out of Australia. This is located on personal files and departmental databases.
Documents available for access or purchase subject to a fee or other charge	The department's Annual Report is available on the Internet. Departmental legislation and policy instructions were available for purchase on the LBC Immigration Service CD ROM up to 30 March 2004 and on the department's online subscription service, LEGENDcom, since that date. The Freedom of Information Handbook is available for purchase from the Department's Freedom of Information units.
Documents available free of charge upon request *	The department holds and makes available on request (free of charge) a range of documents including Fact Sheets, some research documents, general information leaflets (some in a number of languages) and a leaflet on FOI, published by the Attorney-General's Department.

# Some records are either not available or only available to the public under the FOI Act, where access may be subject to a charge.

\* These are made available at the public inquiry counters of the department's Australian and overseas offices.

## APPENDIX 9 – ADVERTISING AND MARKET RESEARCH

Expenditure on advertising and market research contracts during the year

Advertising Agencies	\$
Total for advertising agencies	0

Market Research	\$
AMR Interactive Integrated Humanitarian Settlement Services – Client Survey NSW	64,005
Total for market research	64,005

Direct mail organisations	\$
Total for direct mail organisations	0

Media Advertising	\$
Coo'ee Brisbane Renegotiating the continued use of talent from the Australian Citizenship 2001 and 2002 promotion campaign	129,000
HMA Blaze Newspaper advertising	708,102
Total for media advertising	837,102

Total	901,107
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## APPENDIX 10 – ECOLOGICALLY SUSTAINABLE DEVELOPMENT AND ENVIRONMENTAL PERFORMANCE

The department aims to identify, implement and promote best practice in environmental management, to operate in an ecologically sustainable manner and to provide an environmentally sound workplace that conforms to occupational health and safety requirements.

Measures implemented in 2003-04 include:

- expansion of the Waste Watch Network of local Environmentally Sustainable Development “champions” promoting staff awareness and education
- provision of extensive information on the department’s Intranet
- the negotiation of a new cleaning contract in Central Office which requires the weighing of waste and recycling material to provide verifiable data from 2003-04
- promotion of the procurement of recycled printing and copy paper and the purchase of recycled toner cartridges
- continuing reduction of the department’s energy consumption. This consumption is measured in Megajoules/per person/per annum (MJ/pp/pa), and has been reduced from 16,492 MJ/pp/pa (1997-98) to 4,772 MJ/pp/pa (2003-04), as set out in the table below. Since 2000-01, this performance has exceeded the Commonwealth energy target of 10,000 MJ/pp/pa.

The following table outlines DIMIA energy performance:

Financial Year	Building Tenant Light & Power	
	MJ/pp/pa Target 10,000 by 2002-03	MJ/m <sup>2</sup> /pa No Target Set
1997-98	16,492	794
1998-99	15,533	732
1999-2000	12,169	587
2000-01	9,932	528
2001-02	9,849	467
2002-03	8,359	429
2003-04 (Est)	4,772	304

### Migration and the Environment

The Minister recently announced an increase in the number of places available for migrants coming to Australia to 120,000 in 2004-05. Included in this increase are additional places for migrants to regional areas, including 5,000 places for the new two stage Skilled Independent Regional (SIR) Visa and an extra 1,000 places for doctors and their families.

The new SIR visa will commence operation on 1 July 2004. This visa will enable states and territories to sponsor the skilled migrants they require to regional and low growth areas. SIR visa holders will be required to live and work in these regions for at least two years before becoming eligible for permanent regional migration. The purpose of the change is to deliver more highly skilled, young and English speaking migrants to those regions of Australia facing skill shortages.

State Specific Migration Mechanisms (SSMMs) have been successful in recent years in settling significant numbers of migrants in areas outside Sydney, Newcastle, Wollongong, Brisbane, Gold Coast, Melbourne and Perth. SSMMs help to alleviate population and environmental pressures experienced in Australia's larger cities.

**DISCRETIONARY GRANTS**

Discretionary grants are payments where the Portfolio Minister or agency has discretion in determining whether or not an applicant receives funding and may or may not impose conditions in return for the grant.

The following discretionary grants programs were administered by DIMIA during 2003-04:

- Multicultural Affairs
- Living in Harmony community grants
- Grants for Migrant Community Services.

A list of all grant recipients is available from DIMIA on request.

**CORRECT MAJOR ERRORS IN PREVIOUS ANNUAL REPORT****OUTPUT 1.1 NON-HUMANITARIAN ENTRY AND STAY****1.1.7 Resident Return Visas, Australian Declaratory Visas and Certificate of Evidence of Residence Status**

The Visa statistics table on page 41 of the report stated that there were 71,293 visas issued in 2001-02 and 72,518 in 2002-03; an increase of 1.7 per cent. This was a typographical error. The correct totals are 70,122 in 2001-02 and 69,761 in 2002-03; a decrease of 0.5 per cent.

## GLOSSARY

ACT	Australian Capital Territory
AAT	Administrative Appeals Tribunal
AAP	Annual Audit Plan
ABS	Australian Bureau of Statistics
ACM	Australasian Correctional Management Pty Ltd
ACS	Australian Customs Service
ADS	Approved Destination Status
ADV	Australian Declaratory Visas
AFP	Australian Federal Police
AHL	Aboriginal Hostels Limited
AIATSIS	Australian Institute of Aboriginal and Torres Strait Islander Studies
AIEPB	Affiliation of International Education Peak Bodies
ALO	Airline Liaison Officer
AMEP	Adult Migrant English Program
ANAO	Australian National Audit Office
AOSPC	Adelaide Offshore Student Processing Centre
APC	Asia-Pacific Consultations on Refugees, Displaced Person and Migrants
APEC	Asia-Pacific Economic Cooperation
API	Advance Passenger Information
APIMRP	Australian Population, Immigration and Multicultural Research Program
APMAB	Australasian Police Multicultural Advisory Bureau
APP	Advance Passenger Processing
APS	Australian Public Service
ARC	Australian Red Cross
ART	Administrative Review Tribunal
ASA	Asylum Seeker Assistance
ASCO	Australian Standard Classification of Occupations
ATIS	Automated Telephone Interpreting Service
ATO	Australian Taxation Office
ATSIC	Aboriginal and Torres Strait Islander Commission
ATSI	Aboriginal and Torres Strait Island Services
AusAID	Australian Agency for International Development
AWA	Australian Workplace Agreement
BFU	Bona Fides Units
BVE	Bridging visa E
BVF	Bridging visa F
CEI	Chief Executive Instruction
CERs	Certificates of Evidence of Residence Status
CGC	Commonwealth Grants Commission
CIL	Citizen Information Line

CMA	Council for Multicultural Australia
CMAU	Contract Management Advisory Unit
COAG	Council of Australian Government
COLD	Community On-Line Database
COP	Change of Provider
CSC	Computer Sciences Corporation Limited
CSM	Central Skilled Migration
CSR	Community Support for Refugees
CSSS	Community Settlement Services Scheme
CSWE	Certificate in Spoken and Written English
CSU	Cluster Support Unit
CTC	Competitive Tendering and Contracting
DAEC	Departmental Audit and Evaluation Committee
DEST	Department of Education, Science and Training
DEWR	Department of Employment and Workplace Relations
DFAT	Department of Foreign Affairs and Trade
DIMIA	Department of Immigration and Multicultural and Indigenous Affairs
DOTARS	Department of Transport and Regional Services
EOC	Entry Operation Centre
ERC	Expenditure Review Committee
ESL	English as a Second Language
ETA	Electronic Travel Authority
FaCS	Department of Family and Community Services
FACT	Financial Accountability and Control Tools
FAYS	Family and Youth Agency
FECCA	Federation of Ethnic Communities' Councils of Australia
FOI	Freedom of Information (Act)
FPV	Further Protection Visa
GPU	Global Processing Unit
GCIM	Global Commission on International Migration
GSL	GSL (Australia) Pty Ltd
GST	Goods and Services Tax
HR	Human Resource
HREOC	Human Rights and Equal Opportunity Commission
HAS	Health Services Australia
HSR	Health and Safety Representatives
HuSCI	Humanitarian Settlement Client Information System
IAAAS	Immigration Advice and Application Assistance Scheme

IBA	Indigenous Business Australia
ICCT	Indigenous Communities Coordination Taskforce
ICSE	Integrated Client Service Environment
ICT	Information and Communication Technology
ICTY	International Criminal Tribunal for the Former Yugoslavia
IDAG	Immigration Detention Advisory Group
IDCU	Identity Checking Unit
IDF	Immigration Detention Facility
IDS	Immigration Detention Standards
IECN	International Events Coordination Network
IELTS	International English Language Testing System
IGC	Inter-Governmental Consultations
IHSS	Integrated Humanitarian Settlement Strategy
ILC	Indigenous Land Cooperation
IOM	International Organisation for Migration
IPSLR	International Second Language Proficiency Rating Scale
IRIS	Immigration Records Information System
IRPC	Immigration Reception and Processing Centre
ISS	International Social Services
IT	Information Technology
IVRU	Interactive Voice Response Unit
LGA	Local Government Area
LSIA	Longitudinal Survey of Immigrants to Australia
LTDS	Long Term Detention Strategy
MAL	Movement Alert List
MARA	Migration Agents Registration Authority
MATF	Migration Agents Taskforce
MCATSIA	Ministerial Council on Aboriginal and Torres Strait Islander Affairs
MIA	Migration Institute of Australia
MODL	Migration Occupations in Demand List
MOU	Memorandum of Understanding
MPMS	Migration Program Management System
MRC	Migrant Resource Centre
MRT	Migration Review Tribunal
MSA	Migrant Service Agencies
NAATI	National Accreditation Authority for Translators and Interpreters
NCA	National Capital Authority
NGO	Non-government Organisation
NRR	Non-Return Rate
NSCF	National Staff Consultative Forum
NSW	New South Wales

OATSIA	Office of Aboriginal and Torres Strait Islander Affairs
OEA	Office of Evaluation and Audit
OHS	Occupational Health and Safety
OIPC	Office of Indigenous Policy Coordination
OPC	Offshore Processing Centre
PAES	Portfolio Additional Estimates Statements
PAL	Performance and Learning Scheme
PBS	Portfolio Budget Statements
PDV	Professional Development Visa
PIDC	Pacific Immigration Directors Conference
PNG	Papua New Guinea
POPC	Perth Offshore Parents Centre
PPV	Permanent Protection Visa
PRC	Peoples' Republic of China
PTW	Permission to Work
PV	Protection Visa
PWC	Public Works Committee
QCC	Quality Control Codes
RAC	Registrar for Aboriginal Corporation
RBS	Royal Blind Society
RCA	Regional Cooperation Arrangements
RFT	Request for Tender
RHP	Residential Housing Project
ROO	Regional Outreach Officer
ROS	Resolution of Status
RRAC	Refugee Resettlement Advisory Council
RRT	Refugee Review Tribunal
RRV	Resident Return Visa
RWAC	Regional Women's Advisory Council
SARS	Severe Acute Respiratory Syndrome
SDB	Settlement Data Base
SCATSIA	Standing Committee of Aboriginal and Torres Trait Islanders Affairs
SIR	Skilled Independent Regional
SES	Senior Executive Service
SHP	Special Humanitarian Program
SLA	Service Level Agreement
SOM	Senior Officials Meeting
SSSL	Sydney Skills Shortage List
SSMM	State Specific Migration Mechanism
SSR	Settlement Service Review

TB	Tuberculosis
TIS	Translating and Interpreting Service
TPV	Temporary Protection Visa
TRIPS	Travel and Immigration Processing Systems
TSRA	Torres Strait Regional Authority
TVAG	Tourism and Visa Advisory Group
UHM	Unaccompanied Humanitarian Minor
UN	United Nations
UNHCR	United Nations High Commissioner for Refugees
USA	United States of America
VET	Vocational Education and Training
VITS	Victorian Interpreting and Translating Service
WA	Western Australia
WaR	Women at Risk
WHM	Working Holiday Makers
WHO	World Health Organisation

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