

Caretaker Conventions

An Australian Public Service Commission Program

A practical guide to your responsibilities during the caretaker period.

This Special event provides guidance on the established practices associated with caretaker period as well as the opportunity to ask questions of our experts.

As the 2010 election has been called, the government is now in 'caretaker mode'. This practice recognises that with the dissolution of the House, the Executive cannot be held accountable for its decisions in the normal manner, and that every general election carries the possibility of a change of government.

Caretaker conventions discourage government from making major policy decisions that are likely to commit an incoming government, from making significant appointments, and from entering into major contracts or undertakings.

There are established practices associated with the caretaker conventions. These are largely directed at protecting the apolitical nature of the public service and avoiding the use of Commonwealth resources in a manner which might advantage a particular party. The conventions and practices have developed primarily in the context of the relationship between Ministers and their departments and by extension (since the commencement of the Public Service Act 1999) with executive agencies.

Ask the Experts

The Session will include presentations from Wendy Southern, A/g First Assistant Secretary from the Department of the Prime Minister and Cabinet speaking about Caretaker Conventions and Mr Paul Dworjanyn from the Department of Finance and Administration speaking about Charter of Budget Honesty.

The presentations will be followed by a Q&A session where you will have the opportunity to ask questions.



This program has been designed to enhance your capabilities in line with the APS Integrated Leadership System.



Australian Government

Australian Public Service Commission



SES & EL EVENT

Program details

Duration

2 hours

Dates

Friday, 23 July 2010

Time

Registration 2.00 pm
Prompt start 2.30 pm
Finish 4.00 pm

Venue

The National Press Club
16 National Circuit
Barton ACT 2600

Presenter

Dr Wendy Southern
A/g First Assistant Secretary
Department of the Prime Minister
and Cabinet

AND

Mr Paul Dworjanyn
Assistant Secretary
Department of Finance
and Administration

Fees

This event is free of charge

Registration

www.apscregistration.gov.au or
fax the completed registration
form on the back of this flyer to
02 6250 4089

Terms and conditions

Cancellation terms and conditions
are explained on the back of
this flyer

More information

Visit our website at
www.apsc.gov.au/seslearn or
please contact the program
manager on 6202 3543



ONLINE register at www.apscregistration.gov.au or FAX completed form to 02 6250 4089

Program name Caretaker Conventions

Program date/s _____

Surname _____ First name _____

Mr Ms Mrs Miss other _____

Classification EL 1 EL 2 SES Band 1 SES Band 2

Title/position _____ Agency _____

Branch/team _____

Postal address _____

Phone _____ Fax _____

Email _____ Agency ABN _____

Do you identify as Aboriginal or Torres Strait Islander?

(This information will assist the Commission to improve learning and development outcomes for Indigenous employees).

Special needs

Please note any special dietary or other requirements _____

Authorised person to complete and sign

I understand the terms and conditions below. Signature _____

Name _____

Phone _____ Date _____

Payment

Invoice Amount \$ **FREE OF CHARGE** (GST inclusive)
 Participants are responsible for their own travel and accommodation costs and arrangements.

Credit card payment

Visa Mastercard American Express Card holder's name _____

Card number _____ / _____ / _____ / _____

Expiry date _____ Card holder's phone _____

Card holder's signature _____ Amount \$ _____ (GST inclusive)

TERMS AND CONDITIONS

Fees and charges: Please refer to the accompanying program materials. The total amount payable includes GST for the supply. This completed document will be a tax invoice for GST when you make payment by credit card ONLY. Otherwise upon registration a tax invoice will be sent to you for payment. A course confirmation will be emailed to you once your place has been secured. Fees may be subject to change without notice. Participants are responsible for their own travel and accommodation costs and arrangements.

Substitutes, rescheduling and refunds: If you are unable to attend your program we would welcome a substitute at the appropriate level. Rescheduling and refunds (only available for development programs) can be made if your written advice is received at least 30 calendar days prior to the start of the program.

Identifying information: Your information is collected for the purpose of the Public Service Commissioner's functions under the *Public Service Act 1999*, which include coordinating and supporting APS-wide training and career development opportunities and fostering leadership and reporting on the State of the Service. It will be used for course administration, statistical analysis and evaluation of programs. Some details may be disclosed to your home agency for administrative and statistical/monitoring purposes. Your information may be used to distribute information about Commission-run or sponsored opportunities and to check our other databases. Occasionally mailing lists are made available to bodies with related functions. If you do not wish to have your information used for marketing purposes email aspcmailing@apsc.gov.au. For more details see our privacy statement at <http://www.apsc.gov.au>.

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