



**APPENDIXES AND
REFERENCES**

Appendix A: Resources

This appendix provides details of the AEC's resources and expenses in 2014–15, as required by the Joint Committee of Public Accounts and Audit *Requirements for annual reports for departments, executive agencies and other non-corporate commonwealth entities*, 25 June 2015.

The tables in this appendix correspond to tables in the Portfolio Budget Statements 2014–15 and staff statistics, namely:

- the Agency Resource Statement, which provides information about the various funding sources that the AEC was able to draw on during the year ([Table 23](#))
- Expenses and Resources by Outcome, showing the detail of Budget appropriations and total resourcing for Outcome 1 ([Table 24](#))
- Average staffing levels from 2012–13 to 2014–15 ([Table 25](#)).

Table 23: Agency Resource Statement 2014–15

		Column a: Actual appropriation for 2014–15 \$'000	Column b: Payments made 2014–15 \$'000	Balance remaining 2014–15 (a minus b) \$'000
Ordinary Annual Services^a				
Prior Year Departmental appropriation		42 173	13 322	28 851
Departmental appropriation ^b		111 828	88 525	23 303
Section 74 relevant agency receipts		20 597	20 597	–
Total		174 598	122 444	52 154
Total ordinary annual services	A	174 598	122 444	
Other services^c				
Departmental non-operating				
Prior Year Equity injections		3 992	3	3 989
Equity injections		–	–	–
Total		3 992	3	3 989
Total other services	B	3 992	3	
Total Available Annual Appropriations and payments		178 590	122 447	
Special appropriations				
Special appropriations limited by criteria/entitlement		–	–	–
<i>Commonwealth Electoral Act 1918 (Administered)</i>		–	–	–
Special appropriations limited by amount		–	–	–
<i>Commonwealth Electoral Act 1918 (Departmental)</i>		–	9 000	–
Total special appropriations	C	–	9 000	–
Special Accounts^d				
Opening balance		1 504		
Non-appropriation receipts to Special Accounts		–		
Payments made			1 503	
Total Special Account	D	1 504	1 503	1
Total resourcing (A + B + C + D)		180 094	132 950	
Total net resourcing for agency		180 094	132 950	

a. Appropriation Bill (No 1) 2014–15 and Appropriation Bill (No 3) 2014–15. This also includes Prior Year departmental appropriation and section 74 relevant agency receipts.

b. Includes an amount of \$6.010 million in 2014–15 for the Department Capital Budget. For accounting purposes this amount has been designated as 'contributions by owners'.

c. Appropriation Bill (No 2) 2014–15.

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 24: Expenses and resources for Outcome 1

	Column a: Budget ^a 2014–15 \$'000	Column b: Actual expenses 2014–15 \$'000	Variation (a minus b) \$'000
Programme 1.1 Electoral Roll Management			
Departmental expenses			
Departmental appropriation ^b	127 349	133 614	(6 265)
Special appropriations	9 000	9 000	–
Expenses not requiring appropriation in the Budget year	8 128	–	
Total for Programme 1.1	144 477	142 614	(6 265)
Outcome 1 totals by appropriation type			
Administered expenses			
Special appropriations	2	–	–
Departmental expenses			
Departmental appropriation ^b	127 349	133 614	(6 265)
Special appropriations	9 000	9 000	–
Expenses not requiring appropriation in the Budget year	8 128	–	–
Total expenses for Outcome 1	144 477	142 614	(6 265)

a. Full-year budget, including any subsequent adjustment made to the 2014–15 Budget.

b. Departmental Appropriation combines 'Ordinary annual services (Appropriation Bill No 1)' and 'Revenue from independent sources (section 74)'.

Table 25: Average staffing levels 2012–2015

	2012–13	2013–14	2014–15
	894	1 007	759

Appendix B: Electoral Roll information

Table 26: Recipients of electoral roll extracts July 2014 – June 2015

Recipient	Position	Roll data provided	Date provided
The Hon Katherine Ellis MP	Member for Adelaide	Adelaide	July 2014
The Hon Jason Clare MP	Member for Blaxland	Blaxland	July 2014
Mr Brett Whiteley MP	Member for Braddon	Braddon	July 2014
The Hon Alan Griffin MP	Member for Bruce	Bruce	July 2014
Ms Maria Vamvakinou MP	Member for Calwell	Calwell	July 2014
Mr Don Randall MP	Member for Canning	Canning	July 2014 February 2015 – June 2015
Ms Anna Burke MP	Member for Chisholm	Chisholm	July 2014
The Hon Richard Marles MP	Member for Corio	Corio	July 2014 February 2015 – June 2015
Mr Luke Simpkins MP	Member for Cowan	Cowan	July 2014
Mr Andrew Wilkie MP	Member for Denison	Denison	July 2014 – June 2015
Mr Clive Palmer MP	Member for Fairfax	Fairfax	May 2015 – June 2015
The Hon Dr Andrew Leigh MP	Member for Fraser	Fraser	July 2014
The Hon Andrew Robb AO, MP	Member for Goldstein	Goldstein	July 2014
The Hon Anthony Albanese MP	Member for Grayndler	Grayndler	July 2014
Ms Michelle Rowland MP	Member for Greenway	Greenway	July 2014
The Hon Ian Macfarlane MP	Member for Groom	Groom	July 2014
The Hon Kelly O'Dwyer MP	Member for Higgins	Higgins	March 2015 – June 2015
Mr Matthew Williams MP	Member for Hindmarsh	Hindmarsh	July 2014 December 2014 – February 2015

Recipient	Position	Roll data provided	Date provided
Ms Clare O'Neil MP	Member for Hotham	Hotham	March 2015 – June 2016
Ms Cathy McGowan AO MP	Member for Indi	Indi	July 2014 – June 2015
The Hon Jennifer Macklin MP	Member for Jagajaga	Jagajaga	July 2014
The Hon Robert Katter MP	Member for Kennedy	Kennedy	July 2014 – June 2015
The Hon Amanda Rishworth MP	Member for Kingston	Kingston	July 2014
Mr Jason Wood MP	Member for La Trobe	La Trobe	July 2014
Ms Fiona Scott MP	Member for Lindsay	Lindsay	February 2015 – June 2015
Mr Eric Hutchinson MP	Member for Lyons	Lyons	July 2014
Mr Antonio Zappia MP	Member for Makin	Makin	July 2014
The Hon Chris Bowen MP	Member for McMahon	McMahon	July 2014
The Hon Karen Andrews MP	Member for McPherson	McPherson	July 2014 December 2014 – June 2015
Mr Adam Bandt MP	Member for Melbourne	Melbourne	July 2014 – June 2015
The Hon Michael Danby MP	Member for Melbourne Ports	Melbourne Ports	July 2014
The Hon Kevin Andrews MP	Member for Menzies	Menzies	July 2014
Mr Alexander Hawke MP	Member for Mitchell	Mitchell	July 2014
Mr Graham Perrett MP	Member for Moreton	Moreton	February 2015 – June 2015
The Hon Barnaby Joyce MP	Member for New England	New England	July 2014 – June 2015
Ms Jill Hall MP	Member for Shortland	Shortland	July 2014
Mr Stephen Jones MP	Member for Throsby	Throsby	July 2014
Mr Nickolas Champion MP	Member for Wakefield	Wakefield	July 2014
The Hon Anthony Burke MP	Member for Watson	Watson	July 2014
The Hon Kelvin Thomson MP	Member for Wills	Wills	July 2014
Senator Zdenko Seselja	Senator for Australian Capital Territory	Australian Capital Territory	July 2014
Senator the Hon Concetta Fierravanti-Wells	Senator for New South Wales	New South Wales	July 2014 – June 2015
Senator Sam Dastyari	Senator for New South Wales	New South Wales	December 2014 – June 2015

Recipient	Position	Roll data provided	Date provided
Senator the Hon John Faulkner	Senator for New South Wales	New South Wales	July 2014
Senator the Hon William Heffernan	Senator for New South Wales	New South Wales	July 2014
Senator David Leyonhjelm	Senator for New South Wales	New South Wales	December 2014 – June 2015
Senator the Hon Marise Payne	Senator for New South Wales	New South Wales	July 2014
Senator Lee Rhiannon	Senator for New South Wales	New South Wales	July 2014 – June 2015
Senator John Williams	Senator for New South Wales	New South Wales	July 2014 – June 2015
Senator Nova Peris	Senator for Northern Territory	Northern Territory	July 2014
Senator Christopher Ketter	Senator for Queensland	Queensland	February 2015 – March 2015
Senator Glenn Lazarus	Senator for Queensland	Queensland	August 2014 – June 2015
Senator the Hon Ian Macdonald	Senator for Queensland	Queensland	July 2014 – June 2015
Senator James McGrath	Senator for Queensland	Queensland	May 2015 – June 2015
Senator Larissa Waters	Senator for Queensland	Queensland	July 2014 – June 2015
Senator Cory Bernardi	Senator for South Australia	South Australia	July 2014 September 2014 – June 2015
Senator the Hon Simon Birmingham	Senator for South Australia	South Australia	July 2014 September 2014 – June 2015
Senator Robert Day AO	Senator for South Australia	South Australia	July 2014 – June 2015
Senator David Fawcett	Senator for South Australia	South Australia	July 2014 – June 2015
Senator Alexander Gallacher	Senator for South Australia	South Australia	July 2014
Senator Sarah Hanson-Young	Senator for South Australia	South Australia	April 2015 – June 2015
Senator Anne Ruston	Senator for South Australia	South Australia	July 2014 December 2014 – June 2015
Senator Penelope Wright	Senator for South Australia	South Australia	February 2015 – June 2015
Senator Nick Xenophon	Senator for South Australia	South Australia	July 2014 – June 2015
Senator the Hon Penny Wong	Senator for South Australia	South Australia	July 2014

Recipient	Position	Roll data provided	Date provided
Senator the Hon Eric Abetz	Senator for Tasmania	Tasmania	July 2014
Senator David Bushby	Senator for Tasmania	Tasmania	July 2014 December 2014 – June 2015
Senator Jacqui Lambie	Senator for Tasmania	Tasmania	July 2014 – June 2015
Senator Christine Milne	Senator for Tasmania	Tasmania	July 2014 – June 2015
Senator the Hon Stephen Parry	Senator for Tasmania	Tasmania	July 2014 December 2014 – June 2015
Senator Peter Wish-Wilson	Senator for Tasmania	Tasmania	July 2014 – June 2015
Senator the Hon Mitchell Fifield	Senator for Victoria	Victoria	July 2014
Senator Gavin Marshall	Senator for Victoria	Victoria	July 2014
Senator Richard Di Natale	Senator for Victoria	Victoria	July 2014 – June 2015
Senator the Hon Michael Ronaldson	Senator for Victoria	Victoria	July 2014 March 2015 – June 2015
Senator the Hon Scott Ryan	Senator for Victoria	Victoria	July 2014 March 2015 – June 2015
Senator Christopher Back	Senator for Western Australia	Western Australia	July 2014 December 2014 – June 2015
Senator Joseph Bullock	Senator for Western Australia	Western Australia	March 2015 – June 2015
Senator the Hon Michaelia Cash	Senator for Western Australia	Western Australia	July 2014
Senator the Hon Mathias Cormann	Senator for Western Australia	Western Australia	September 2014 – June 2015
Senator the Hon David Johnston	Senator for Western Australia	Western Australia	February 2015 – June 2015
Senator Scott Ludlam	Senator for Western Australia	Western Australia	July 2014 – June 2015
Senator Rachel Siewert	Senator for Western Australia	Western Australia	July 2104 – June 2015
Senator Dean Smith	Senator for Western Australia	Western Australia	July 2014 – June 2015
Senator Linda Reynolds CSC	Senator for Western Australia	Western Australia	August 2014 – June 2015
Senator Zhenya Wang	Senator for Western Australia	Western Australia	September 2014 – December 2014; April 2015 – June 2015

Appendix C: Roll information for registered political parties

Table 27: Parties provided with electoral roll extracts, July 2014 – June 2015

Registered political party	Roll data provided	Date provided
Australian Christians	New South Wales	March 2015 – June 2015
Australian Democrats	New South Wales	July 2014 – May 2015
Australia First Party (NSW) Incorporated	New South Wales	September 2014 – June 2015
Australian Equality Party	Victoria	December 2014 – June 2015
Australian Greens	National	July 2014 – June 2015
Australian Greens – Australian Capital Territory Branch	Australian Capital Territory	July 2014 – June 2015
Australian Greens – Victoria Branch	Victoria	September 2014 – June 2015
Australian Labor Party – Federal Secretariat	National	July 2014 – June 2015
Australian Motoring Enthusiast Party	Queensland and Victoria	July 2014
	Queensland	August 2014 – June 2015
Australian Sports Party	Western Australia	July 2014
		October 2014 – June 2015
Australian Voice Party	Queensland	December 2014 – June 2015
Country Alliance	Victoria	July 2014 – June 2015
Country Liberals – Northern Territory Branch	Northern Territory	July 2014
		September 2014 – June 2015
Democratic Labour Party – Queensland Branch	Queensland	February 2015 – April 2015
Drug Law Reform	Victoria	July 2014 – June 2015
Family First Party	Victoria, Queensland, South Australia	July 2014 – June 2015
Family First Queensland	Queensland	July 2014 – October 2014
Family First South Australia	South Australia	July 2014 – June 2015
Future Party	New South Wales	July 2014 – October 2014
		February 2015
		April 2015 – June 2015
Help End Marijuana Prohibition (HEMP) Party	New South Wales	July 2014 – June 2015
Liberal Party of Australia – Federal Secretariat	National	July 2014 – June 2015
Liberal Party of Australia – South Australia Division	South Australia	December 2014 – June 2014
Mutual Party	Western Australia	July 2014
National Party of Australia – WA Branch	Western Australia	July 2014 – June 2015
National Party of Australia – Victoria	Victoria	February 2015 – June 2015

Registered political party	Roll data provided	Date provided
Natural Medicine Party	New South Wales	December 2014 – June 2015
Nick Xenophon Group	South Australia	July 2014 – June 2015
Non-Custodial Parents Party (Equal Parenting)	New South Wales	March 2015 – April 2015
Pirate Party Australia	New South Wales	July 2014 – September 2014
	Queensland	October 2014 – June 2015
Queensland Greens	Queensland	July 2014 – June 2015
Republican Party of Australia	New South Wales	July 2014 – June 2015
Rise Up Australia Party	Victoria	July 2014 – June 2015
Socialist Alliance	New South Wales	July 2014 – June 2015
Stop CSG Party	New South Wales	July 2014 – December 2014
The Greens NSW	New South Wales	July 2014 – June 2015
The Greens (WA) Inc	Western Australia	July 2014 – June 2015
The Wikileaks Party	New South Wales	July 2014 – August 2014
Voluntary Euthanasia Party	Queensland	July 2014 – September 2014
	Western Australia	October 2014 February 2015

There was no despatch of the electoral roll in January 2015.

Appendix D: Other recipients of roll information

Table 28: Government departments and agencies who received electoral extracts, July 2014 – June 2015

Institution	Data provided			
	August 2014	November 2014	February 2015	May 2015
Australian Bureau of Statistics (ABS)		Yes		
Australian Commission for Law Enforcement Integrity (ACLEI)	Yes	Yes	Yes	Yes
Australian Crime Commission (ACC)				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	Yes	Yes	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 and Analysis Centre (Austrac)	Yes	Yes	Yes	Yes

Table 29: Medical and electoral researchers provided with electoral roll extracts July 2014 – June 2015

Institution/contact	Data provided
Electoral Researchers	
Associate Professor Betsy Blunsdon Australian Consortium for Social and Political Research Incorporated	Random sample of 2 500 records of men and women, in two-year age ranges, across all states and territories, 'for the Australian Survey of Social Attitudes Study 2014 on Citizenship'.
Medical Researchers	
Dr Philip Batterham National Institute for Mental Health Research, Australian National University	Random sample of 105 000 records of men and women, for the purpose of researching new adaptive screening tools for general and specific mental health problems.
Catherine Baxter QIMR Berghofer Medical Research Institute	Two random samples comprising of 180 000 records of men and women, in four-year age ranges from 60–79 years, from the states of NSW, Qld, SA, Tas., Vic. and WA, 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.
Professor Michael Jones Faculty of Human Services Macquarie University	Random sample of 2 000 records of men and women, from the NSW electoral divisions of Charlton, Hunter, Newcastle, New England, Paterson and Shortland for age groups 18–30, 31–40, 41–50 and 51–120 years, for the purpose of determining whether rural populations suffer higher psychological morbidity (prevalence of a disease) rates compared to urban populations due to functional gastrointestinal disorders.
Dr Natasha Koloski PhD, University of Newcastle	Random sample of 28 000 records of men and women selected from eight electoral divisions for the purpose of an epidemiological investigation to examine the epidemiology of functional gastrointestinal disorders and associations with other health conditions such as allergies, gluten intolerance and sleep disturbances.

Table 30: Provision of electoral roll information to organisations verifying identity for financial purposes July 2014 – June 2015

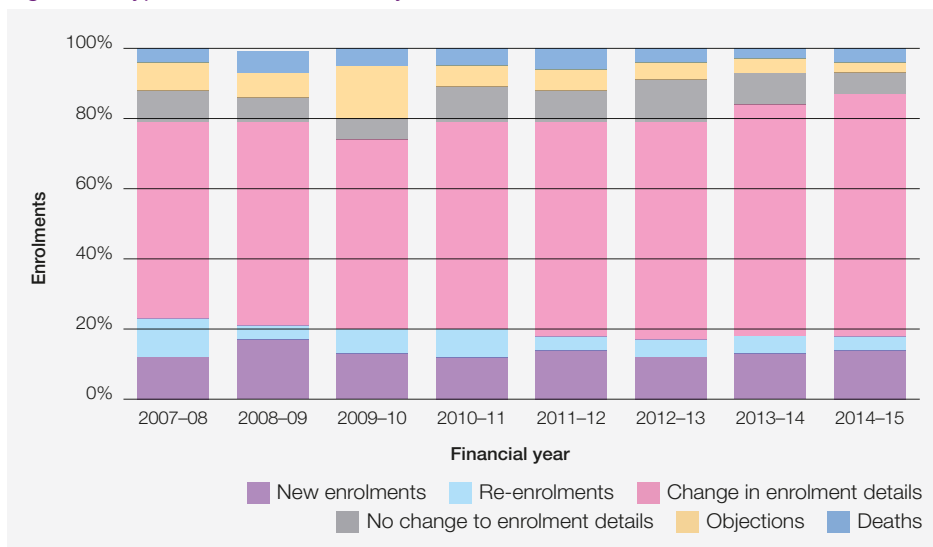
Institution	Data provided			
	August 2014	November 2014	February 2015	May 2015
ACXIOM Australia Pty Ltd	Yes	Yes	Yes	Yes
FCS OnLine	Yes	Yes	Yes	Yes
The Global Data Company Pty Ltd	Yes	Yes		
VEDA Advantage Information Services and Solutions Ltd	Yes	Yes	Yes	Yes

Appendix E: Enrolment activity and transactions

Figure 16: Enrolment activity 2007–08 to 2014–15



Figure 17: Types of enrolment activity 2007–08 to 2014–15



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 application forms returned, but details do not need altering.

Objections – individuals removed from the electoral 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 electoral roll.

Table 31: Types of enrolment activity 2007–08 to 2014–15

Transaction by type	2007–08	2008–09	2009–10	2010–11	2011–12	2012–13	2013–14	2014–15
New enrolments	12%	17%	13%	12%	14%	12%	13%	14%
Re-enrolments	11%	4%	7%	8%	4%	5%	5%	4%
Change in enrolment details	56%	58%	54%	59%	61%	62%	66%	69%
No change to enrolment details	9%	7%	6%	10%	9%	12%	9%	6%
Objections	8%	7%	15%	6%	6%	5%	4%	3%
Deaths	4%	6%	5%	5%	6%	4%	3%	4%

All activity including State Only transactions.

Table 32: Enrolment activity by jurisdiction 2014–15

	NSW	Vic.	Qld	SA	WA	Tas.	ACT	NT	Total
Additions to the roll									
New Enrolments	96 505	100 944	98 475	27 553	50 618	6 614	6 610	4 283	391 602
Reinstatements	338	351	432	80	148	33	7	76	1 465
Re-enrolments	26 194	32 329	36 590	5 347	12 542	2 133	1 153	1 386	117 674
Transfers into electoral divisions									
Intrastate	243 654	182 564	217 224	48 082	76 033	9 094	4 949	1 514	783 114
Interstate	45 485	39 995	55 306	11 213	14 998	6 393	11 110	7 281	191 781
Intra-divisional Elector Movement	282 589	173 902	245 992	75 064	86 714	25 551	22 209	10 824	922 845
No Change Enrolments	76 233	75 883	49 947	7 329	36 451	4 058	2 359	2 306	254 566
Total Enrolment Transactions	770 998	605 968	703 966	174 668	277 504	53 876	48 397	27 670	2 663 047
Deletions from the roll									
Objections	19 143	20 929	17 704	3 426	13 376	2 970	766	4 127	82 441
Deaths	43 471	29 079	23 515	10 471	10 706	3 900	1 513	904	123 559
Duplications	1 143	868	1 211	346	457	91	80	226	4 412
Cancellations	1 373	1 057	771	91	317	20	2	46	3 677
Net Deletions	65 130	51 923	43 201	14 334	24 856	6 981	2 361	5 303	214 089
Total Elector Transactions	836 128	657 891	747 167	189 002	302 360	60 857	50 758	32 973	2 877 136

Table 33: Top 10 sources of enrolment (all ages)

Source (rank in 2014–15)	All enrolment forms	Change in enrolment details	New enrolment	Re-enrolment
Federal Direct Enrol and Update ^a	1 165 211	991 762	119 064	54 385
Online Enrolment Service	836 243	697 312	118 144	20 787
State Electoral Issued	137 921	107 453	21 156	9 312
Citizenship Ceremonies	108 364	2 563	105 584	217
Post Office	84 001	72 491	9 135	2 375
Divisional Office Issued	71 890	57 792	9 967	4 131
State Declaration Voting envelopes	44 064	24 573	4 525	14 966
Internet – Static form	41 479	38 644	2 023	812
POI Acknowledgement Enrolment Forms ^b	38 383	38 335	30	18
Mail Review	18 924	14 238	2 551	2 135
Total – top 10	2 546 480	2 045 163	392 179	109 138
Total	2 596 186	2 087 453	397 650	111 083

a. FDEU and Ordinary Legislation.

b. Forms issued with acknowledgement letters to electors who do not meet both the federal and state requirements in regard to Proof of Identity (POI) legislation.

Transactions processed via State Direct Enrol and Update and the Victorian Electoral Commission (VEC) online enrolment form have not been included in the sources.

Table 34: Top 10 sources of enrolment (18–25 years)

Source (rank in 2014–15)	All enrolment forms	Change in enrolment details	New enrolment	Re-enrolment
Federal Direct Enrol and Update ^a	341 972	256 535	79 688	5 749
Online Enrolment Service	218 053	147 798	67 818	2 437
State Electoral	26 182	16 605	8 770	807
State Declaration Voting envelopes	12 471	7 668	3 774	1 029
Post Office	12 006	5 534	6 397	75
Citizenship Ceremonies	10 777	117	10 655	5
Divisional Office Issued	9 154	5 622	3 225	307
POI Acknowledgement Enrolment Forms ^b	8 116	8 090	20	6
Internet – Static PDF	4 585	3 351	1 184	50
Mail Review	3 603	1 843	1 497	263
Total – top 10	646 919	453 163	183 028	10 728
Total	654 388	458 203	185 316	10 869

a. FDEU and Ordinary Legislation.

b. Forms issued with acknowledgement letters to electors who do not meet both the federal and state requirements in regard to POI legislation.

Transactions processed via State Direct Enrol and Update and the VEC online enrolment form have not been included.

Table 35: Enrolment Quality Assurance Programme results for 2014–15

Measures ^a	Results	Explanation
Essential fields found without errors ^b	99.7%	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	96.8%	Any other fields on the enrolment form. These fields do not affect an enrolment.
Timing of processing ^d	88.2%	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 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.

EQAP reports on transactions processed 3 months prior to the reporting period to allow enough time for form imaging. Results include transactions processed up to May 2015.

The AEC implemented a new 5 and 30 day timeliness measure in July 2015.

Appendix F: Assisting electoral bodies

Table 36: Resources to assist state, territory and local government electoral bodies, 2014–15

State/Territory	AEC role
New South Wales ^a	Close of roll for the NSW State election
	Processing of 55 000 Enrolment Declaration Envelopes from the NSW State Election
	Close of rolls for 2 NSW State by-elections
	Implementation of state redistribution
	Close of rolls for 11 Local Government Area by-elections ^b
Victoria	Close of roll for the Vic. State election
	Close of roll for 1 Vic. State by-election
	Close of rolls for 4 Local Government Area by-elections
	Close of rolls for 6 liquor licencing polls
Queensland ^c	Close of roll for the Qld State election
	Close of roll for 1 Qld State by-election ^d
	Close of rolls for 2 Local Government Area by-elections ^e
	Roll snapshot for Brisbane City Council
	Roll snapshot for 1 Ekka event
	Local Government Area survey poll
Western Australia	Close of roll for 1 WA State by-election
	Close of rolls for 10 Local Government Area by-elections
	Close of roll for 1 state redistribution
	Investigation and actioning of 2 057 information reports
South Australia	Close of rolls for 2 SA State by-elections
	Checks of declaration voters not on roll for 2 SA State by-elections
	Close of roll for state-wide Local Government Area elections ^f
	Implementation of SA Local Government Area redistribution ^g
Tasmania	Close of rolls for 29 Local Government Area elections
	Conducted 87 elections for the positions of Councillors, Deputy Mayors and Mayors for the Local Government Area elections
	Close of roll for 1 Local Government Area by-election
	Close of rolls for 3 Legislative Council elections
	Pre-polling services for Legislative Council elections
	Assistance provided to the Tasmanian Electoral Commission regarding silent non-voters for the Legislative Council elections
Australian Capital Territory	Close of roll for 1 territory redistribution
Northern Territory	Close of roll for 1 NT by-election
	Close of rolls for 8 Local Government Area by-elections
	Close of rolls for 2 territory redistributions

- All NSW elections require two close of rolls.
- There was a second close of rolls for the Municipal Council of Leichhardt; the first close of roll was in the 2013–14 reporting period. Two Local Government Area by-elections were uncontested and only required one close of roll.
- Since 2015 all Qld elections require two closes of rolls.
- There was a second close of rolls for the State electoral division of Stafford; the first close of roll was in the 2013–14 reporting period.
- There was no second close of rolls for the Shire of Murweh as it was before the introduction of the second close of roll requirement for local government.
- SA also has an arrangement for monthly provision of close of rolls information to support individual Local Government Area elections.
- The redistribution was completed in the 2013–14 reporting period with the update to the electoral roll completed in 2014–15.

Appendix G: Advertising and market research

In 2014–15, the AEC did not conduct any advertising campaigns.

Payments over \$12 565 (inclusive of GST) made to advertising organisations and market research agencies are listed in [Table 37](#), as required under s.311A of the Electoral Act.

Table 37: Advertising and media placement payments, \$12 565 or more

Agency type	Agency name	Details	Amount (GST inclusive)
Media advertising organisation	Mitchell and Partners	Media placement: Non-campaign advertising	\$287 403
Market research (teachers visiting the National Electoral Education Centre)	Ipsos	Education research	\$37 007
Total			\$324 410

Appendix H: AEC regular staff

Table 38: APS ongoing staff (including staff on higher duties arrangements) demographics as at 30 June 2014 and 30 June 2015

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
NSW										
AEO	0	0	0	0	0	0	0	0	0	0
EL 2	0	0	0	2	0	0	2	0	2	2
EL 1	0	1	6	5	0	0	6	6	12	12
APS 6	0	1	27	27	0	0	16	13	43	41
APS 5	0	0	10	14	0	0	4	5	14	19
APS 4	2	0	8	9	0	0	1	2	11	11
APS 3	4	5	20	15	1	1	8	7	33	28
APS 2	27	23	7	7	2	3	2	1	38	34
Total	33	30	78	79	3	4	39	34	153	147
Vic.										
AEO	0	0	1	0	0	0	0	0	1	0
EL 2	0	0	0	1	0	0	1	0	1	1
EL 1	0	0	7	7	0	0	2	3	9	10
APS 6	2	1	14	22	0	0	23	21	39	44
APS 5	0	0	4	3	0	0	3	2	7	5
APS 4	3	2	3	3	1	1	0	0	7	6
APS 3	5	4	24	18	0	0	3	5	32	27
APS 2	27	26	11	4	1	1	3	1	42	32
Total	37	33	64	58	2	2	35	32	138	125

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
Qld										
AEO	0	0	0	0	0	0	1	1	1	1
EL 2	0	0	0	0	0	0	1	1	1	1
EL 1	0	0	2	3	0	0	2	1	4	4
APS 6	0	1	12	11	0	0	10	12	22	24
APS 5	0	0	9	11	0	0	4	4	13	15
APS 4	0	0	4	5	0	0	3	0	7	5
APS 3	4	3	18	17	0	0	5	4	27	24
APS 2	19	16	8	10	0	0	1	1	28	27
Total	23	20	53	57	0	0	27	24	103	101
WA										
AEO	0	0	1	1	0	0	0	0	1	1
EL 2	0	0	0	0	0	0	1	1	1	1
EL 1	0	0	0	2	0	0	2	2	2	4
APS 6	0	1	6	7	1	0	10	7	17	15
APS 5	0	0	3	3	0	0	2	3	5	6
APS 4	1	1	3	4	0	0	1	1	5	6
APS 3	1	6	13	6	0	0	0	0	14	12
APS 2	13	11	2	0	0	0	0	0	15	11
Total	15	19	28	23	1	0	16	14	60	56
SA										
AEO	0	0	0	0	0	0	1	1	1	1

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
	EL2	0	0	0	0	0	0	0	0	0
EL1	0	0	2	3	0	0	0	0	2	3
APS6	0	0	7	6	0	0	4	3	11	9
APS5	0	0	4	6	0	0	0	0	4	6
APS4	1	0	0	0	1	1	2	2	4	3
APS3	1	1	6	6	0	0	2	2	9	9
APS2	5	2	2	3	0	0	0	0	7	5
Total	7	3	21	24	1	1	9	8	38	36
Tas.										
AEO	0	0	0	0	0	0	0	0	0	0
EL1	0	0	0	0	0	0	2	2	2	2
APS6	0	0	3	3	0	0	2	3	5	6
APS5	0	0	2	2	0	0	2	2	4	4
APS4	0	1	2	1	0	0	1	0	3	2
APS3	2	0	3	3	0	0	0	0	5	3
APS2	1	2	3	1	0	0	0	0	4	3
Total	3	3	13	10	0	0	6	7	23	20
ACT										
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	2	4	7	9
EL2	3	2	15	21	0	0	15	14	33	37

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
EL 1	10	8	31	31	1	0	38	37	80	76
APS 6	6	4	32	35	0	2	27	29	65	70
APS 5	2	5	17	24	1	0	23	18	43	47
APS 4	10	7	20	14	1	0	10	7	41	28
APS 3	2	1	2	3	0	0	0	0	4	4
Graduates	0	0	3	0	0	0	1	0	4	0
APS 2	0	1	0	0	0	0	1	1	1	2
Total	33	28	125	133	3	2	120	113	281	276
NT										
AEO	0	0	0	0	0	0	1	0	1	0
EL 1	0	0	0	0	0	0	2	1	2	1
APS 6	0	0	1	2	0	0	1	1	2	3
APS 5	0	0	2	2	0	0	0	1	2	3
APS 4	0	0	1	0	0	0	1	1	2	1
APS 3	0	0	2	2	0	0	1	1	3	3
APS 2	0	0	1	1	0	0	0	0	1	1
Total	0	0	7	7	0	0	6	5	13	12
AEC total	151	136	389	391	10	9	259	237	809	773

AEO = Australian Electoral Officer, APS = Australian Public Service, SES = Senior Executive Service.

Figures include all ongoing staff employed at 30 June 2015 under the *Public Service Act 1999*.

ACT electoral divisions co-located with National Office employees in the ACT during 2014–15.

Source: PayGlobal HR System.

Table 39: APS non-ongoing staff (including staff on higher duties arrangements) demographics as at 30 June 2014 and 30 June 2015

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
NSW										
EL 1	0	0	0	0	0	0	0	0	0	0
APS 6	0	0	1	1	0	0	0	0	1	1
APS 5	0	0	0	0	0	0	0	0	0	0
APS 4	1	0	1	1	0	0	0	0	2	1
APS 3	1	0	3	1	0	0	0	0	4	1
APS 2	8	8	0	0	1	0	0	0	9	8
Total	10	8	5	3	1	0	0	0	16	11
Vic.										
AEO	0	0	0	0	0	0	0	0	0	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	0	0	0	0
APS 2	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0
Qld										
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	1	0	0	0	0	0	0	0	1

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
APS 4	0	0	0	0	0	0	0	0	0	0
APS 3	0	0	0	0	0	0	0	0	0	0
APS 2	0	0	1	0	0	0	0	0	1	0
Total	0	1	1	0	0	0	0	0	1	1
WA										
EL 1	0	0	0	0	0	0	0	0	0	0
APS 6	0	0	0	0	0	0	0	1	0	1
APS 5	0	0	0	1	0	0	0	0	0	1
APS 4	0	0	0	0	0	0	0	0	0	0
APS 3	0	0	0	0	0	0	0	0	0	0
APS 2	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	1	0	0	0	1	0	2
SA										
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	0	0	0	0
APS 2	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0
Tas.										
APS 6	0	0	0	0	0	0	0	0	0	0

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
	APS 5	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	0	0	0	0
APS 2	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0
ACT										
Electoral Commissioner	0	0	0	0	0	0	0	0	0	0
SES Band 1	0	0	0	0	0	0	0	0	1	0
EL 2	0	0	0	0	0	0	1	3	1	3
EL 1	0	0	0	4	0	0	0	3	0	7
APS 6	0	0	0	1	0	1	0	1	0	3
APS 5	0	0	0	1	0	0	0	0	0	1
APS 4	6	7	5	11	0	1	0	1	11	20
APS 3	0	0	0	2	0	0	0	2	0	4
APS 2	0	0	0	0	0	1	0	0	0	1
Total	6	7	5	19	0	3	1	11	12	40
NT										
AEO	0	0	0	0	0	0	0	0	0	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

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
APS 3	0	0	0	0	0	0	0	0	0	0
APS 2	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0
AEC total	16	16	11	23	1	3	1	12	29	54

AEO = Australian Electoral Officer, APS = Australian Public Service, SES = Senior Executive Service.

Figures include all non-ongoing staff employed at 30 June 2015 under the *Public Service Act 1999*.

South Australia, Tasmania, the Northern Territory and Victoria had no APS non-ongoing staff at 30 June 2015.

ACT electoral divisions co-located with National Office employees in the ACT during 2014–15.

Source: PayGlobal HR System.

Table 40: Staff employed under the Electoral Act by demographics as at 30 June 2014 and 30 June 2015

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
NSW										
AEONSW	0	0	0	0	0	0	1	1	1	1
Total	0	0	0	0	0	0	1	1	1	1
Vic.										
AEOVIC	0	0	0	0	0	0	1	1	1	1
Total	0	0	0	0	0	0	1	1	1	1
Qld										
AEOQLD	0	0	1	0	0	0	0	0	1	0
Total	0	0	1	0	0	0	0	0	1	0
WA										
AEOWA	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0
SA										
AEOSA	0	0	1	1	0	0	0	0	1	1
Total	0	0	1	1	0	0	0	0	1	1
Tas.										
AEOTAS	0	0	1	1	0	0	0	0	1	1
Total	0	0	1	1	0	0	0	0	1	1
ACT										
Electoral Commissioner	0	0	0	0	0	0	1	1	1	1
SES Band 1	0	0	1	1	0	0	0	0	1	1
Total	0	0	1	1	0	0	1	1	2	2

Classification	Female part time		Female full time		Male part time		Male full time		Total	
	2014	2015	2014	2015	2014	2015	2014	2015	2014	2015
NT										
AEONT	0	0	0	0	0	0	1	0	0	1
Total	0	0	0	0	0	0	1	0	0	1
AEC total	0	0	4	3	0	0	4	7	7	7

AEO = Australian Electoral Officer, SES = Senior Executive Service.

This table includes full time statutory office holders of the AEC engaged under the Electoral Act working in, or in conjunction with, an agency that operates under the *Public Service Act 1999*.

Source: PayGlobal HR System.

Table 41: AEC Enterprise Agreement 2011–2014 – salary ranges by classification, 30 June 2014

Classification	Remuneration band
APS 1	\$42 638 – 47 126
APS 2	\$48 254 – 53 513
APS 3	\$54 964 – 60 234
APS 4	\$61 260 – 67 131
APS 5	\$68 325 – 74 879
APS 6	\$75 633 – 84 770
EL 1	\$94 453 – 106 439
EL 2	\$111 670 – 131 118

APS = Australian Public Service; EL = executive level

Appendix I: List of requirements

Section and description	Requirement	Page
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Review by departmental secretary	Mandatory	2
Summary of significant issues and developments	Suggested	2
Overview of department's performance and financial results	Suggested	3
Outlook for following year	Suggested	5
Significant issues and developments – portfolio	Suggested for portfolio departments	N/A
Departmental Overview		
Role and functions	Mandatory	10
Organisational structure	Mandatory	12–14
Outcome and programme structure	Mandatory	11
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	Mandatory for portfolio departments	N/A
Report on Performance		
Review of performance during the year in relation to programmes and contribution to outcomes	Mandatory	20–63
Actual performance in relation to deliverables and KPIs set out in PB Statements/PAES or other portfolio statements	Mandatory	20–63
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	20–63
Trend information	Mandatory	20–63
Significant changes in nature of principal functions/services	Suggested	2–4, 14, 16–17, 35–39, 61
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Section and description	Requirement	Page
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Discussion of any significant changes in financial results from the prior year, from budget or anticipated to have a significant impact on future operations.	Mandatory	3, 122
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External Scrutiny		
Significant developments in external scrutiny	Mandatory	77–78, 81–85
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Training and development undertaken and its impact	Suggested	100
Work health and safety performance	Suggested	103–106, 118–119

Section and description	Requirement	Page
Productivity gains	Suggested	20–63, 111–117, 122
Statistics on staffing	Mandatory	92–100, 191–201
Statistics on employees who identify as Indigenous	Mandatory	96–97
Enterprise or collective agreements, IFAs, determinations, common law contracts and AWAs	Mandatory	79, 92–94
Performance pay	Mandatory	94
Assets management		
Assessment of effectiveness of assets management	If applicable, mandatory	90–92, 111–117
Purchasing		
Assessment of purchasing against core policies and principles	Mandatory	107–111
Consultants		
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	107–110, 113
Australian National Audit Office Access Clauses		
Absence of provisions in contracts allowing access by the Auditor-General	Mandatory	111
Exempt contracts		
Contracts exempted from publication in AusTender	Mandatory	111
Small business		
Procurement initiatives to support small business	Mandatory	90, 111
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Financial Statements	Mandatory	133–171
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<i>Work health and safety (Schedule 2, Part 4 of the Work Health and Safety Act 2011)</i>	Mandatory	70–71, 74, 103–106, 118–119
<i>Advertising and Market Research (Section 311A of the Commonwealth Electoral Act 1918) and statement on advertising campaigns</i>	Mandatory	62, 143, 190
<i>Ecologically sustainable development and environmental performance (Section 516A of the Environment Protection and Biodiversity Conservation Act 1999)</i>	Mandatory	111–117
<i>Compliance with the agency's obligations under the Carer Recognition Act 2010</i>	If applicable, mandatory	97, 103

Section and description	Requirement	Page
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Correction of material errors in previous annual report	If applicable, mandatory	96
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List of Requirements	Mandatory	202–203

Glossary

Abbreviations and acronyms

Term	Description
ABS	Australian Bureau of Statistics
ACT	Australian Capital Territory
AEC	Australian Electoral Commission
AEO	Australian Electoral Officer
AGIMO	Australian Government Information Management Office
ANAO	Australian National Audit Office
APM	Australian Project Management
APS	Australian Public Service
APSC	Australian Public Service Commission
BAC	Business Assurance Committee
BRIDGE	Building Resources in Democracy, Governance and Elections
CDPP	Commonwealth Director of Public Prosecution
CNE	Comissão Nacional de Eleições (National Electoral Commission of Democratic Republic of Timor-Leste)
CRU	Continuous Roll Update
DFAT	Department of Foreign Affairs and Trade
DKPP	Dewan Kehormatan Penyelenggara Pemilu (Indonesian Elections Ethics Council)
DLER	Directed Level of Election Readiness
DLP	Democratic Labor Party
DRO	Divisional Returning Officer
EAP	Employee assistance program
ECANZ	Electoral Council of Australia and New Zealand
ECN	Election Commission of Nepal
ECSA	Electoral Commission South Australia
EEIC	Electoral Education and Information Centre
EEN	Electoral Education Network

Term	Description
EIU	Electoral Integrity Unit
ELT	Executive Leadership Team
EPBC	Environment Protection and Biodiversity Conservation
EQAP	Enrolment Quality Assurance Program
ERRM	Election Ready Road Map
FCC	Fraud Control Committee
FDEU	Federal Direct Enrolment and Update
FMA Act	<i>Financial Management and Accountability Act</i>
FOI	Freedom of Information
HCO	Harassment Contact Officer
ICARE	APS values – Impartial, Committed to service, Accountable, Respectful, Ethical
ICT	Information and Communications Technology
IDEA	(International) Institute for Democracy and Electoral Assistance
IEPP	Indigenous Electoral Participation Program
IFA	Individual flexibility arrangements
IFES	International Foundation for Electoral Systems
IPS	Information Publication Scheme
JSCEM	Joint Standing Committee on Electoral Matters
KPI	Key Performance Indicator
KPU	Komisi Pemilihan Umum (General Elections Commission of Indonesia)
MFD	Multi-function
NEDC	National Election Delivery Committee
NEEC	National Electoral Education Centre
NEM	National Election Manager
NRS	National Relay Service
OBEC	Office of the Bougainville Electoral Commissioner
OCG	Operational Compliance Group
OES	Online Enrolment Service
OTM	Other Trust Monies
PBS	Portfolio Budget Statement
PIANZEA	Pacific Islands, Australia and New Zealand Electoral Administrators
PNG	Papua New Guinea
PNGEC	Papua New Guinea Electoral Commission
POI	Proof of Identity
PSB	People Services Branch
SAF	Sample Audit Fieldwork
SDG	Strategic Directions Group
SE	Senior Executive
SME	Small and Medium Enterprises
STAE	Secretariado Técnico de Administração Eleitoral (Timor-Leste's Technical Secretariat for Electoral Administration)

Term	Description
TSRA	Torres Strait Regional Authority
VEC	Victorian Electoral Commission
VITS	Victorian Interpreting and Translating Service
UNDP	United Nations Development Programme
UNEDD	United Nations Electoral Assistance Division
WHS	Work health and safety

Glossary of terms

Term	Description
Amortisation	Reductions in the value of assets to reflect their reduced worth over time.
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 questions to be put or 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.
Claims for enrolment	Application form to enrol to vote or update enrolment.
Close of rolls	The date the electoral roll closes for the federal election, which is 8pm local Australian time on the seventh calendar day after the writs are issued.
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 Australian Government 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 and admitted to the count only after further checks are completed.
Declaration of Nominations	Formal announcement of registered candidates whose names will appear on a ballot paper in an election.
Depreciation	A method of allocating the cost of a tangible asset over its useful life.
Electoral cycle	The period from one federal election to the next – usually three years.
Electoral division	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 electoral divisions.
Electoral roll	The list of people entitled to vote in an election or referendum.
Electorate	See entry for 'Electoral division' above.
Employee	Member of staff that is ongoing, non-ongoing, intermittent or irregular.

Term	Description
Enrolment form	See entry for 'Claims for enrolment' above.
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.
General postal voter	A voter who is registered to have postal ballot papers sent automatically.
House of Representatives	The house of parliament in which the government is formed. Under a preferential voting system, each electoral division elects one member of the House of Representatives.
Inventory balance	The worth of held goods and materials.
Joint Standing Committee on Electoral Matters (JSCEM)	The parliamentary committee that reports on, and refers inquiries into, 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 and remote locations.
Nomination	Submission for candidacy for election to the Senate or House of Representatives.
Operating deficit	Financial status in which expenditure exceeds revenue.
Ordinary vote	A vote cast on or before election day within the electoral 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.
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 election 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 electoral division.
Referendum	A vote to change the Constitution.
Returned candidate	Candidate who is officially declared elected by a returning officer.

Term	Description
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 electoral 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	The list of people entitled to vote in 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. A total of 76 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 (formal and informal votes as a percentage of eligible enrolled electors).
Vote	To choose a representative, or indicate 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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