



Australian Government
Department of Human Services

Kathryn Campbell CSC
Secretary

Secretary's Management Direction (Delegations and Authorisations)
No. 1 of 2015

This *Secretary's Management Direction (Delegations and Authorisations) No. 1 of 2015* relates to certain delegations and authorisations given to employees of the Department of Human Services ('the department') under programme and other legislation.

These delegations and authorisations are published under the 'Programme Delegations' link on the department's intranet.

For completeness, this Direction is not intended to apply to the delegations and authorisations published under the 'Financial Delegations' and 'People Management (HR) Delegations' links on the department's intranet.

This Direction revokes *Secretary's Management Direction (Delegations and Authorisations) No.2 of 2013*.

With some minor exceptions, the department's instruments of delegation and authorisation relating to program and other legislation are structured to delegate most of the powers or functions, or confer the authority to exercise powers or functions:

- 1 to a specified APS classification level (or equivalent); and
- 2 to the APS classification levels (or equivalents) that are higher than the one specified.

Only the employees who are required to make statutory decisions as part of their work may exercise those delegations or authorisations that are necessary for the performance of their functions and duties.

Employees who do not have an operational requirement to exercise a statutory power or carry out a function must not do so.

I DIRECT that:

- 1 the departmental employees who are working in the department groups, divisions or branches listed in Column 2 of an item of the table in the attached Schedule may exercise or perform the delegated or authorised powers and functions contained in the relevant Schedule of an instrument of delegation or authorisation that is identified in Column 3 of that item; and
- 2 all other departmental employees are not to exercise or perform those delegated or authorised powers and functions, even if they are of an APS classification level (or equivalent) which is specified in a Schedule to a delegation or authorisation instrument.

This Direction is a lawful and reasonable direction under subsection 13(5) of the *Public Service Act 1999*. A breach of this direction may result in APS Code of Conduct action under the *Public Service Act 1999*.

This Direction commences on the day it is signed.

Dated this 2nd day of February 2015



Kathryn Campbell

SCHEDULE

Column 1	Column 2	Column 3
Item	Department Group/Division	Schedule*
1	Service Delivery Operations Group Service Information Division eGovernment Division Programme Management Office Division (excluding the Government Partnerships and New Work Branch) Digital Claims Branch Digital Apps Branch	Schedule A
2	Health, Compliance and Information Group Participation, Aged Care, Service Strategy and Integrity Group (excluding the Digital Claims Branch and Digital Apps Branch) Families, Older Australians and Service Information Group (excluding the Service Information Division) Government Partnerships and New Work Branch	Schedule B and Schedule C
3	Enabling Services Group	Schedule D
4	CIO Group	Schedule F
5	All department groups/divisions	Schedule G

*Note: There is no Schedule E.