

CCC EXHIBIT

LAA 4243339

	Activity	Reference	Delegation Level	Conditions
	positions that are of a temporary or casual nature).		Only	
14.4(b)	Approve creation, of a non-recurrently funded position (includes positions that are of a temporary or casual nature).	PLH/ServiceAct2008-Set99D	Levels 1 and 2*	*Level 2 has delegation to approve the creation of operational casual positions
14.5(a)	Approve the redesignation of position (e.g. changes arising from major structural change, classification level, or budgeted Full Time Equivalent allocation of the position)	PLH/ServiceAct2008-Set99	Commissioner Only	Excluding positions offered under a fixed term contract of employment (for fixed term contract positions refer to section 9).
14.5(b)	Approve administrative changes to positions (e.g. reporting relationships, ASCO Code, cost centre, job title).	PLH/ServiceAct2008-Set99	Levels 1 to 3*	* QCS level 3 restricted to Director HR only)
15	Salary, Allowances and Expenses (Commencing Paypoint / Increments / Travelling Expenses / Salary Packaging)			
15.1	Determine salary level payable to appointees from outside the Queensland Public Service (including temporary engagements).	QIP/PLH/ServiceOfficers&OtherEmployeesAward/State2015	Levels 1 to 3	Recommendation and justification for paypoint higher than paypoint one must be provided in the selection report and meet the requirements of the relevant industrial instruments.
15.2	Approve manual payment to be processed by the Queensland Shared Services.	IndustrialRelationsAct1999	Levels 1 to 3	Approval on a case by case basis. Associated QSS costs to be met by requesting business unit.
15.3	Approve salary increments (on substantive pay rate and higher duties).	QIP/PLH/ServiceOfficers&OtherEmployeesAward/State2015 YouthDetentionCentreEmployeesAward/State2015 GeneralEmployeesQueenslandGovernment/Departments&OtherEmployeesAward/State2015	Levels 1 to 5*	In accordance with provisions from relevant award. *QCS Level 6 delegation is for Manager within a correctional centre, District Manager, Escorts and Security Branch Manager only
15.4	Withhold salary increments.	QIP/PLH/ServiceOfficers&OtherEmployeesAward/State2015 S129	Levels 1 to 4	This delegation may be exercised where an employee is subject to a performance improvement process or a disciplinary action.
15.5	Approve movement to a higher paypoint for Senior Officers and Senior Executives.	Director/SeniorExecutive-EmploymentConditions Director/SeniorOfficers-EmploymentConditions	Commissioner Only	
15.6	Determine percentage of higher duties performed by employee.	Director/HigherDutiesAllowance	Levels 1 to 4	
15.7	Determine that employee has a dependant to qualify for the full rate of locality allowance.	Director/LocalityAllowance	Levels 1 to 3	
15.8	Approve relieving allowance for employee required to relieve another officer or perform special duties away from normal headquarters.	Director/DomesticTravelandRelievingExpenses	Levels 1 to 3	
15.9	Approve SES level salary packaging arrangements (excluding novated leases)	Director/SeniorExecutive-EmploymentConditions	Commissioner Only	All salary packaging arrangements must be organised through the Government's approved service providers.
15.10	Approve SO level salary packaging arrangements (excluding novated leases).	Director/SeniorOfficer-EmploymentConditions	Levels 1 to 2	
15.11	Endorse applications for novated leases under salary packaging arrangements for all employees.	StateGovernmentDepartments/CertifiedAgreement2009 Director/SeniorExecutive-EmploymentConditions Director/SeniorOfficers-EmploymentConditions	Director, HR	
15.12	Approve progression outcomes for professional and technical progression arrangements.	QIP/PLH/ServiceOfficers&OtherEmployeesAward/State2015	Levels 1 to 3	
15.13	Approve the appointment of an employee as a first aid officer and approve the		Levels	Employee must hold a current certificate in first aid.

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		Government Departments <u>Public Service Act 2008 - Sect 185</u> State Procurement Policy <u>Whistleblowers Protection Act 1994</u>		
28.2	Direct an employee (other than Senior Executive Service (SES) and Equivalent officers) to provide a statement of their personal interests.	<u>Public Service Act 2008 - Sect 185</u>	Levels 1 to 2	
28.3	Direct an employee to resolve a conflict of interest or possible conflict of interest (including other employment) in favour of the Department and determine whether the proposed resolution strategy is acceptable.	<u>Director's Declaration of Interests - Public Service Employees (Other than and in Executive Roles)</u> <u>ESU Policy Conflict of Interests</u> <u>ESU Policy Other Employment</u>	Levels 1 to 5	The Director, Ethical Standards is to be consulted on conflicts of interest and other employment declarations after consideration by the decision maker but prior to a decision being made.
28.4	Direct an employee to declare details of other employment.	<u>Director's Declaration of Interests - Public Service Employees (Other than and in Executive Roles)</u> <u>ESU Policy Conflict of Interests</u> <u>ESU Policy Other Employment</u>	Levels 1 to 3	
29	WorkCover			
29.1	Sign a "Declaration by Employer" on Employee's or Employer's report, or seek review through Worker's Compensation Regulatory Authority.	<u>Worker's Compensation & Rehabilitation Act 2008</u>	Levels 1 to 5	Consultation with HR is required prior to exercising this delegation.
30	Lobbyists			
30.1	Approve an employee to engage in contact/activity with a registered lobbyist and/or former senior government representative/s.	<u>PSC Policy Disclosure of Previous Employment as a Lobbyist</u>	Commissioner Only	