





Acronyms and
abbreviations

Glossary

Compliance index

Index

Acronyms and abbreviations

agvet	agricultural and veterinary
ANAO	Australian National Audit Office
APS	Australian Public Service
APVMA	Australian Pesticides and Veterinary Medicines Authority
CEO	Chief Executive Officer
COO	Chief Operating Officer
ED	Executive Director
EDRMS	electronic document records management system
FAO	Food and Agriculture Organization of the United Nations
GMP	good manufacturing practice
GPO	Government Policy Order
ICT	information and communications technology
IT	information technology
MLSILC	Manufacturers' Licensing Scheme Industry Liaison Committee
OECD	The Organisation for Economic Co-operation and Development
PAA	pre-application assistance
PBS	Portfolio Budget Statement
PGPA Act	<i>Public Governance, Performance and Accountability Act 2013</i>
PSPF	Protective Security Policy Framework
WHS	work health and safety

Glossary

active constituent	The component of a pesticide or veterinary medicine product that is responsible for its physiological or pharmacological action.
adverse experience	Any undesirable experience arising from the use of a chemical; adverse experiences may affect human or animal health, the environment or other factors.
applicant	A person or company who applies to the APVMA to register a pesticide or veterinary chemical for use in Australia.
approved label	The market product label that carries text approved and published by the APVMA.
compliance	Compliance with any applicable agvet law. See <i>also</i> noncompliance.
cost recovery	Fees and charges relating to the provision of government goods and services (including regulation) to the private and other non-government sectors of the economy.
good manufacturing practice	Standards that ensure that products are consistently manufactured to the quality standards appropriate for their intended use and in accord with their registration specifications.
licence	Authority to manufacture pesticides or veterinary medicines according to s. 123 of the Agvet Code.
maximum residue limit	The maximum concentration of a residue, resulting from the registered use of an agricultural or veterinary chemical that is legally permitted or recognised as acceptable in or on food.
minor use	A use that would not produce sufficient economic return to an applicant to meet the cost of registering the product for that use.
nanotechnology	The design, characterisation and application of materials engineered at a molecular (nanometre-scale) level.
noncompliance	Noncompliance with any applicable agvet law. Noncompliance may include the sale and use of unregistered products, supply of restricted products to unauthorised users, unapproved labels, unfounded claims in advertising or other media, or active constituents that do not conform to APVMA standards.
pesticides	Substances or mixtures of substances intended for preventing, destroying, repelling or mitigating any pest; also known as agricultural chemical products.

registrant	A person or company who registers a pesticide or veterinary medicine product for use in Australia.
registration	Official recognition that a pesticide or veterinary medicine is safe and will work when used according to the label. Before an agricultural or veterinary chemical product can be legally supplied, sold or used in Australia, it must be registered by the APVMA.
this year; 2016-17	1 July 2016 to 30 June 2017.
veterinary medicines	Substances or mixtures of substances intended for treating diseases or conditions in animals.

Compliance index

Requirement	Page
Details of the legislation establishing the body	10
Summary of the objects and functions of the entity as set out in the legislation	10–11
Purposes of the entity as included in the entity's corporate plan for the period	10, 20
Name of the person holding the position of responsible Minister and the titles of that responsible Minister	10
Directions given to the entity by a Minister under an Act or instrument during the period	11
Government policy orders that applied in relation to the entity during the period under section 22 of the Act	2, 6, 17
If, during the period, the entity has not complied with a direction or order referred to in paragraph (d) or (e)—particulars of the noncompliance	Not applicable
Annual performance statements for the entity for the period	20–59
A statement of any significant issue reported to the responsible Minister under paragraph 19(1)(e) of the Act that relates to noncompliance with the finance law in relation to the entity	16
Information on the accountable authority, or each member of the accountable authority, of the entity during the period	13, 62
An outline of the organisational structure of the entity (including any subsidiaries of the entity)	12
An outline of the location (whether or not in Australia) of major activities or facilities of the entity	16, 17
Information in relation to the main corporate governance practices used by the entity during the period	62–73
Related entity transactions	67
Any significant activities and changes that affected the operations or structure of the entity during the period	2, 3, 4, 6, 17
Particulars of judicial decisions or decisions of administrative tribunals made during the period that have had, or may have, a significant effect on the operations of the entity	72

Requirement	Page
Particulars of any report on the entity given during the period by:	
the Auditor General, other than a report under section 43 of the Act; or	71
a Committee of either House, or of both Houses, of the Parliament or	71
the Commonwealth Ombudsman or	72
the Office of the Australian Information Commissioner	72
Details of any indemnity that applied during the period to the accountable authority, any member of the accountable authority or officer of the entity against a liability (including premiums paid, or agreed to be paid, for insurance against the authority, member or officer's liability for legal costs)	71
An index identifying where the requirements of this section and section 17BF (if applicable) are to be found.	113
Other legislation:	
work health and safety (<i>Work Health and Safety Act 2011</i>)	58, 72
advertising and market research (<i>Commonwealth Electoral Act 1918</i>)	69
ecologically sustainable development and environmental performance (<i>Environment Protection and Biodiversity Conservation Act 1999</i>)	73

Index

A	
abbreviations and acronyms	110
Accelerated Regulatory Science Training Program	29
accountability	70–1
<i>see also</i> corporate governance and management	
accountable authority	13, 62
actives, applications for	3, 22, 23, 24, 25–6
Administrative Appeals Tribunal	28, 72
advertising and market research	69
agency resourcing statement	77
<i>Agricultural and Veterinary Chemicals (Administration) Act 1992</i>	10, 11, 62, 63
Agricultural and Veterinary Chemicals Code	10, 11, 24, 70, 73
<i>see also</i> chemicals	
<i>Agricultural and Veterinary Chemicals Code Act 1994</i>	10
<i>Agricultural and Veterinary Chemicals Code Regulations 1995</i>	10, 11
Agricultural Competitiveness White Paper reform initiatives	15, 31, 43, 47, 77, 78
agvet chemicals <i>see</i> chemicals	
Agvet Code <i>see</i> Agricultural and Veterinary Chemicals Code	
ANAO <i>see</i> Australian National Audit Office	
annual performance statement	
results against criteria <i>see</i> performance	
statement of preparation	21
antimicrobial resistance	29
applications	
activities (statistics)	3, 22, 25–6
assessments	34, 36
enquiries	42, 44
fast-track system for low-risk applications	31, 33, 34, 40
guidance for applicants <i>see</i> guidance material for industry	
process review	55
reviews of decisions	28
systems improvements	47, 51, 53, 68

timeliness	3, 23-6
use of international data and standards	3, 31, 32, 34-5
see also regulatory decision making	
<i>APVMA Client Service Charter</i>	71
<i>APVMA Gazette</i>	24, 42, 44, 70-1
APVMA Relocation Advisory Committee	6, 17, 67, 70
Armidale NSW, relocation to see relocation to Armidale, NSW	
Arthy, Kareena	7, 13
assessments see applications	
Audit Committee	63, 64-5, 70
Auditor-General see Australian National Audit Office	
audits	
ANAO performance audit	65
of financial statements	78, 79-80
of good manufacturing practice	25, 39
of knowledge management practices	51
label audits of registered products	38
review of audit scheduling model	39
AusTender	78
Australia New Zealand Food Standards Code	68
Australian Border Force	37, 40
Australian Information Commissioner	72
Australian Manufacturers' Licensing Scheme	65
Australian National Audit Office	64, 65, 71
Australian Public Service Code of Conduct	64
awards for APVMA	3
B	
business model	17, 67
business processes	3, 32, 33, 52-5
C	
case manager model	4, 42, 44
chemical reviews	3, 30

chemicals	
APVMA role in regulating	2–3, 10, 11
‘control of use’	11
registration (use of international data and standards)	3, 31, 32, 34–5
regulation approach based on emerging technologies	29
unregistered	37, 40
see also applications; products	
Chief Executive Officer	7, 13, 62
Chief Operating Officer	13
Chief Scientist	15
client focus (Strategy 3)	20
performance highlights	7
performance statements	42–50
service charter	71
service standards	47
summary	4
see also stakeholder engagement	
code of conduct	64
Comcare	58
Comcover	71
committees	
corporate	63
international	68–9
<i>Commonwealth fraud control guidelines</i>	70
Commonwealth Ombudsman	72
<i>Commonwealth procurement guidelines</i>	78
communication	4, 42–4, 47, 48
see also consultative processes; guidance material for industry	
complaints	72
compliance activities	
noncompliance allegation assessments	31, 36–8
performance statements	36–41
regulation approach based on emerging technologies	29

statutory notices	24
strategy and approaches	28
summary	3
timeframes	24
see also monitoring and enforcement activities	
<i>Compliance and enforcement strategy 2015-17</i>	28, 36, 39
compliance with finance law	16
conferences and seminars	4, 29, 45, 46, 47, 68
conflict of interest declarations	
Audit Committee	65
MLSILC	66
consultancies	78
consultative processes	42, 45, 46, 55, 65-6, 68
see also stakeholder engagement	
contracts	78
'control of use' process	11
corporate Commonwealth entity status of APVMA	62
corporate governance and management	62-73
committees	63
executive management and structure	12-15
performance highlights	7
<i>Corporate plan 2015-20</i>	20, 62
performance against see performance	
court decisions	28, 71
crop groups	41
customer service standards	
performance	47
service charters	71
see also stakeholder satisfaction	
D	
decision making see regulatory decision making	
declarations of interest	
Audit Committee	65
MLSILC	66

Department of Agriculture and Water Resources	29, 41, 49, 68
Department of Health	67
Department of the Environment and Energy	36, 67
Digital Continuity 2020 strategic road map	56
digital strategy	7, 17, 51, 52, 56
dimethoate	3, 30, 45
Diploma of Government in Regulatory Science	57
directors' and officers' liability cover	71
disability reporting	72
E	
ecologically sustainable development	73
efficacy assessments	36
electronic document records management system	7, 53, 73
email enquiries	42, 44
employees see staff	
enabling legislation	10
Enforcement Committee	38, 63
enquiries	4, 42, 44
enterprise agreement	57, 58
<i>Environment Protection and Biodiversity Conservation Act 1999</i>	73
environmental performance	73
environmental scientific assessment advice	67
equity	15, 77
ethical standards	64
Executive Directors	13–14
Executive Leadership Team	12, 63
executive management and structure	12–15
expenses	15, 77
external scientific reviewers	36
external scrutiny (corporate)	71–2
F	
fast-track system for low-risk applications	31, 33, 34, 40
finance law compliance	16
financial performance	59, 76–8

financial statements	79-106
fipronil	37
Food and Agriculture Organization of the United Nations	34
Food Standards Australia New Zealand	15
fraud control	70
functions	10-11
funding	15
future (looking ahead)	4-5
G	
good manufacturing practice	
audits	25, 39
information requests	41
review of assessment programs	55
governance see corporate governance and management	
Government Policy Orders	2, 6, 17
Greening of Government program	73
greyhound racing industry	37
guidance material for APVMA staff	53, 54, 64
guidance material for industry	31, 32, 34, 35, 41, 42, 68
level of satisfaction with	42, 43, 48
H	
health and safety see work health and safety	
Health Canada	3
high performance and efficiency (Strategy 4)	20
performance highlights	7
performance statements	50-9
horse racing industry	37
human resources see staff	
I	
imports of unregistered chemicals	37, 40
income	15, 76
indemnities	71

information and communication technology	2, 51–4
digital strategy	7, 17, 51, 52, 56
ICT strategic plans	4, 7, 51, 56
legacy systems decommissioned	4, 54
security	57
information management governance framework	56
instructional material library	53, 54
insurance premiums	71
Intergovernmental agreement	11
international data and standards	3, 31, 32, 34–5
international engagement	3, 68–9
J	
Janiec, Stefanie	13
Joyce, Barnaby	6, 10
judicial decisions	72
K	
knowledge management	51
Kruspe, Paul	14
L	
label audits and rectification	38
<i>Learning and Development Strategy</i>	58, 59
see also science training; staff: training	
legislative framework	
enabling Acts	10
for levy imposition and collection	15
letter of transmission	v
levies	15, 76, 78
Levy, Mitchell	13
location of staff	16, 17
looking forward	4–5
low-risk applications	31, 33, 34, 40
Lutze, Jason	14

M	
Major Projects Board	63
management and accountability see corporate governance and management	
management documentation	7
Manufacturers' Licensing Scheme Industry Liaison Committee	65-6
market research	69
Minister	6, 10
Ministerial directions	2, 6, 11, 17
mission statement	ix
monitoring and enforcement activities	36-41
<i>see also</i> compliance activities	
N	
Nair, Geetha	14
<i>National Disability Strategy 2010-20</i>	72
National Registration Scheme for Agricultural and Veterinary Chemicals	10
noncompliance see compliance activities	
Norden, Alan	14
notifiable incidents	58
notifiable variations	3, 27
O	
Office of the Australian Information Commissioner reviews	72
officers' and directors' liability cover	71
Ombudsman	72
operating reserve	78
Operational Performance reports	49
<i>Operational plan 2016-17</i>	20, 62
Organisation for Economic Co-operation and Development guidelines and standards	32
organisational efficiency	7, 20, 50-9
organisational structure	12
organisational sustainability	57
Outcome	1, 77
outlook	4-5
Overseas Good Manufacturing Practice Scheme	65
<i>see also</i> good manufacturing practice	

P

Parker, Chris	7, 13
<i>see also</i> Chief Executive Officer	
parliamentary committees	71
<i>People Strategy 2016–19</i>	58, 72
<i>see also</i> staff	
performance	
corporate governance and management	7, 62–73
environmental	73
highlights	6–7
Strategy 1: Decision making	6, 20, 22–30
Strategy 2: Regulatory burden	6, 20, 30–41
Strategy 3: Client focus	7, 20, 42–50
Strategy 4: High performance and efficiency	7, 20, 50–9
summary	2–4
personnel <i>see</i> staff	
pesticides	10, 22, 23, 24, 29, 38
<i>see also</i> chemicals	
plans and planning	
corporate and operational	20, 62
fraud control	70
ICT	7, 51, 56
risk management framework	70
workforce	58
policies (corporate)	64
<i>see also</i> guidance material for APVMA staff; plans and planning	
Portfolio Budget Statement	21, 77
portfolio membership	10
powers of APVMA	11, 38
committee oversight of use of powers	38, 63
<i>see also</i> roles and functions	
presentations	29
privacy	71
private sector reviewers	36
procurement <i>see</i> purchasing	

products	
applications	3, 22, 23, 24, 25
crop groups	41
fast-track system for low-risk applications	31, 33, 34, 40
good manufacturing practice	25, 39, 41, 55
label audits	38
manufacturing audits	39
notifiable variations	27
registered	10
registration fees and levies	15
requirements for legal supply or use	10, 11
safety of	10
unregistered	37, 40
see also chemicals	
professional indemnity	71
project management, committee oversight of	63
Protective Security Policy Framework	57
public consultation see consultative processes	
<i>Public Governance, Performance and Accountability Act 2013</i>	10, 16, 63
accountable authority (CEO)	13, 62
annual performance statement, statement of preparation	21
s.22 Government Policy Order	2, 6, 17, 71
status of APVMA under	62
public sector values	64
<i>Public Service Act 1999</i>	16
publications	
annual and operational reports	49
APVMA Gazette	24, 42, 44, 70–1
purchasing	78
Q	
Queensland parliamentary and coronial inquiries	71

R	
racine industry	37
records management	7, 53, 73
recruitment	4, 7, 51, 58
Reeves, Phil	15
Registration Quality Committee	63
registrations see applications	
Regulator Performance Framework	62, 65
performance against	39–41, 46–50
regulatory burden reduction (Strategy 2)	20
performance highlights	6
performance statements	30–41
public consultation	68
summary	3
regulatory decision making (Strategy 1)	20
activities (statistics)	3, 22, 25–6
performance highlights	6
performance statements	22–30
summary	3
see also applications	
regulatory science	
diploma in	57
performance statements	28–30
Science Quality Committee	63, 67
Regulatory Scientist Training and Skills Requirements Survey	29
related entity transactions	67
relocation to Armidale, NSW	
advisory committee	17, 67
Armidale office established	4, 17
consultancies	78
digital strategy	7, 17, 51, 52, 56
funding	6, 15, 77

Government Policy Order	2, 6, 17
planning for	2, 4, 17
risk framework	70
Senate committee inquiry	71
repackaging of products	33
reporting obligations	70-1
annual report	49
disability reporting	72
Operational Performance reports	49
see also publications	
retention of staff see separations of staff	
revenue	15, 76
risk management	
in compliance and licensing activities	3, 27, 28, 29, 39, 40
corporate	63, 64, 70
low-risk applications	31, 33, 34, 40
for relocation	70
roles and functions	
APVMA	2-3, 10-11
CEO	13, 72
S	
science (regulatory science)	28-30
Science Quality Committee	63, 67
science training	29, 51, 57, 58
security	57
seminars see conferences and seminars	
Senate committee inquiries	71
senior executives	13-15
Senior Leadership Team	63
senior management committees	63
separations of staff	4, 16, 51
service charters	71
Social Club	51

staff	
career management	51
enterprise agreement	57, 58
ethical standards	64
guidance material for	53, 54, 64
induction	51, 53
location	16
profile	16
recruitment	4, 7, 51, 58
senior executive	13–15
separation rate	4, 16, 51
training	29, 51, 58, 59
work health and safety	58, 72
<i>see also</i> Chief Executive Officer	
Staff Consultative Committee	64
stakeholder engagement	4, 17, 42, 45–50, 65–6, 68
APVMA service charter	71
customer service standards performance	47
stakeholder satisfaction	43, 46, 48
standards	3, 31, 32, 34–5
strategies	20
Strategy 1: Decision making	20
performance highlights	6
performance statements	22–30
Strategy 2: Regulatory burden	20
performance highlights	6
performance statements	30–41
Strategy 3: Client focus	20
performance highlights	7
performance statements	42–50
Strategy 4: High performance and efficiency	20
performance highlights	7
performance statements	50–9

structure see organisational structure	
subsidiaries	69
symposia see conferences and seminars	
T	
telephone enquiries	42, 44
tendering see purchasing	
terminology (definitions)	111-12
timeframes and timeliness	
of advice on decisions	44
chemical reviews	30
noncompliance allegation assessments	31
regulatory decisions	3, 23-6
trifluralin	37
U	
unregistered chemical imports	37, 40
V	
values	64
veterinary medicines	3, 10, 11, 22, 23, 24, 29, 71
see <i>also</i> chemicals; products	
vision statement	ix
W	
website	
quality assurance	47
usability review	4, 42, 43, 46
visits	45
White Paper see Agricultural Competitiveness White Paper reform initiatives	
work health and safety	58, 72
Work Health and Safety Committee	64, 72
work instructions see guidance material for APVMA staff	
workforce planning	58
see <i>also</i> staff	
workshops see conferences and seminars	
World Health Organization	34

