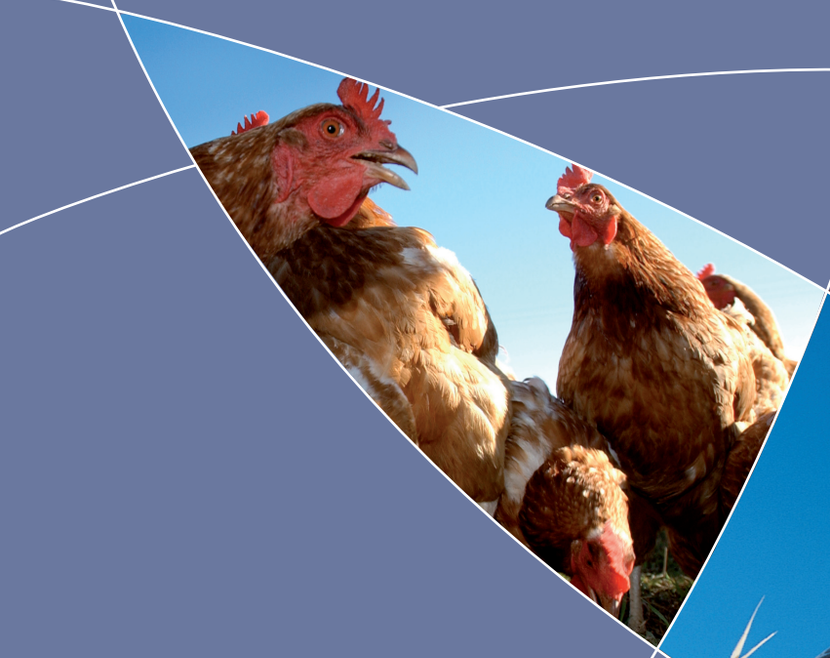
Australian Government

Australian Pesticides and
Veterinary Medicines Authority



Operational Plan
2007- 2008

Corporate Statement

Our Vision

What we want to achieve...

To be recognised nationally and internationally as a best-practice regulator of pesticides and veterinary medicines that has the respect and confidence of governments, the community, the rural sector, chemical users and the chemicals industry.

. . . . . .

Our Mission

Why we are here...

To protect the health and safety of people, animals and crops, the environment, and trade, and support Australian primary industries, through evidence-based, effective and efficient regulation of pesticides and veterinary medicines.

Operational Plan 2007–2008

This Operational Plan underpins the Australian Pesticides and Veterinary Medicines Authority's (APVMA) Corporate Plan, which defines the organisation's desired outcomes and principal goals over the period 2006-2009. The 2007-2008 Operational Plan outlines the actions necessary to achieve the desired outcomes. In turn, comprehensive action plans setting out specific performance indicators are developed within the APVMA that identify responsible areas and individuals and allow progress to be routinely monitored.

An overview of the APVMA's Corporate Plan is shown on page 2. For each of the strategies and organisational support goals a strategy map has been developed to illustrate how the strategy will be undertaken.

The Balanced Scorecard Methodology

This Operational Plan has again been developed utilising the Kaplan and Norton Balanced Scorecard (BSC) Methodology.

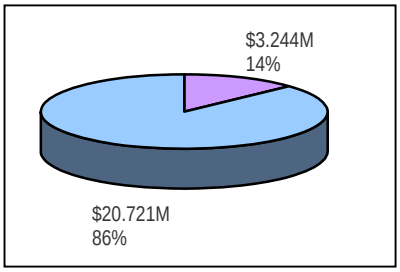
The use of the BSC methodology enhances the planning process, facilitates translation of strategy into action, and allows better communication of strategy, objectives and initiatives with stakeholders and staff. The use of strategy maps allows "visualisation" of strategy.

Organisational performance management is strengthened through a shared vision and common understanding of strategy. The BSC improves the alignment of key performance measures across all areas of the organisation and enhances performance monitoring by the APVMA Board and Senior Management.

Kaplan and Norton's traditional four perspectives have been modified slightly to the APVMA's particular circumstances. Three perspectives have been used:

1. A Stakeholder Perspective – including the community, chemical users, the chemicals industry and government;
2. An Internal Business Processes Perspective – including financial management; and
3. A People Learning and Development Perspective.

Distribution of the APVMA's budget towards meeting outputs

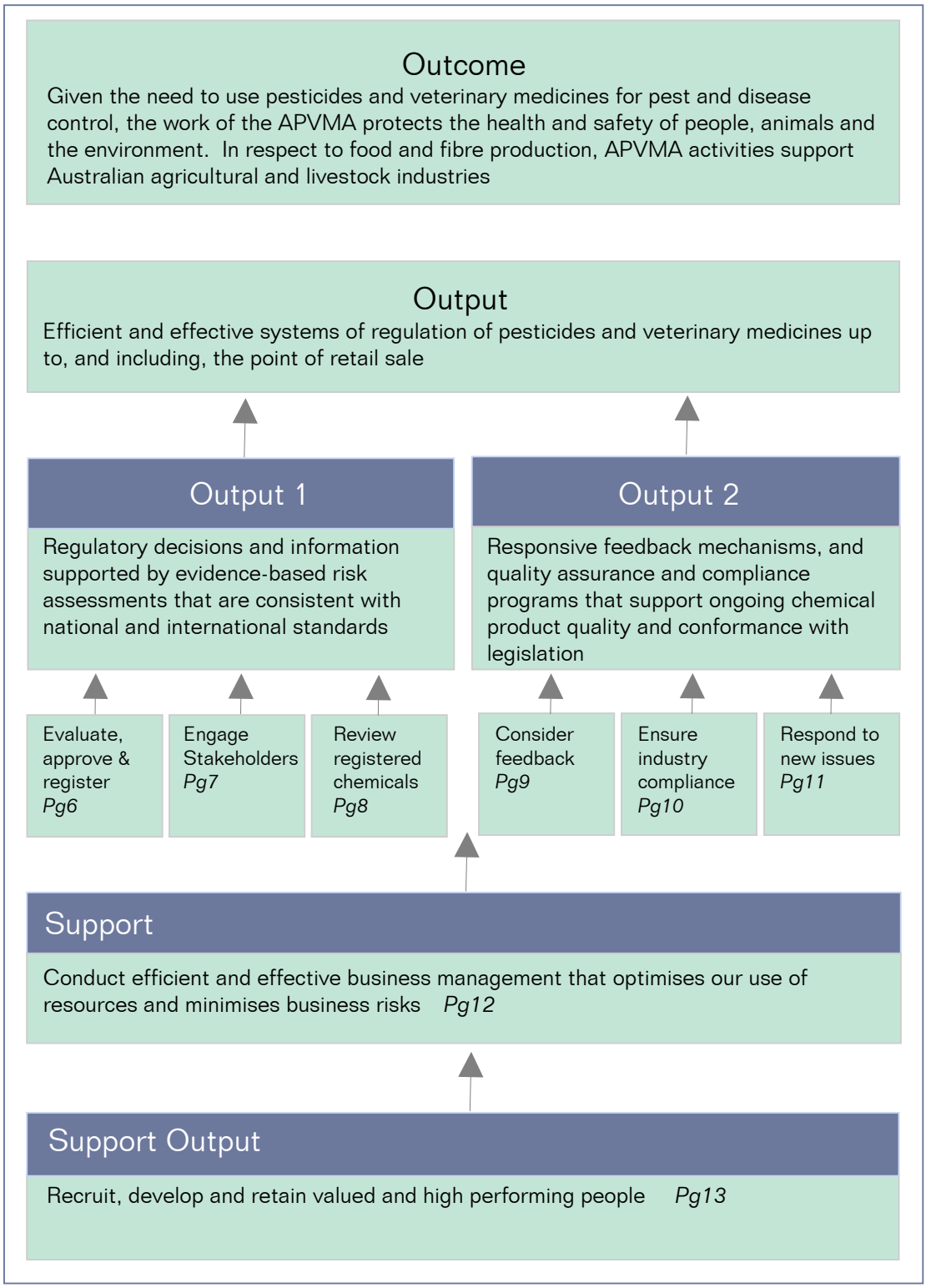


Total $23.965M

- Regulatory decisions and information supported by evidence-based risk assessments that are consistent with national and international standards.
- Responsive feedback mechanisms, and quality assurance and compliance programs that support ongoing chemical product quality and conformance with legislation.

Strategic Framework

The APVMA's Corporate Plan identifies six key strategies and two support strategies. The following diagram shows the relationship between these strategies and the APVMA's Outputs and Outcome.



Role of the APVMA

The APVMA is responsible for regulating pesticides and veterinary medicines in Australia up to and including the point of retail sale. We administer the National Registration Scheme for Agricultural and Veterinary Chemicals in partnership with the States and Territories and with the active involvement of other Australian Government agencies. We evaluate and register pesticides and veterinary medicines and manage quality assurance programs that aim to ensure the ongoing safety and quality of registered products.

The work of the APVMA protects the health and safety of people, animals, the environment and trade. It supports primary industries – agriculture, forestry, horticulture and aquaculture – by allowing the supply of safe, effective animal health and crop protection products. It also supports consumers by allowing the supply of safe, effective home garden and household pesticides and pet products.

Our role is important in maintaining confidence in the safety of Australia's food supply, the wellbeing of the environment, and the integrity of our export markets.

In undertaking its role, the APVMA consults with industry clients and other stakeholders, including primary producers, the broader community and other government agencies.

This year's Operational Plan will be delivered in the context of the transition to new governance arrangements for the APVMA following the Uhrig[1] review.

The APVMA devotes considerable attention to continuous improvement across all areas of its activities, with a view to ensuring quality outcomes consistent with legislative requirements and sound scientific principles, encouraging productive communication with clients and stakeholders and staff development.

The APVMA is guided by the policy direction of the Australian, State and Territory Governments for the regulation of agricultural and veterinary chemicals as determined by the Primary Industries Ministerial Council.

In fulfilling its legislated obligations to protect public health, the environment and trade, the APVMA seeks to reduce the regulatory burden on business wherever practical.

We welcome the views of chemical users, consumers and the chemicals industry, recognising the diversity of views that exist about the regulation of pesticides and veterinary medicines.

Strategy Map

This Plan contains a series of individual Strategy Maps, all directed to achieving the APVMA's Outputs and Outcomes. Building stakeholder confidence, achieving operational excellence and informing policy development remain central themes within these strategies. Individual Program responsibilities are outlined on page 14.

[1] Review of the Corporate Governance of Statutory Authorities and Office Holders

Key Priorities

Within the framework of this Operational Plan, a number of key priorities are identified. We will focus on:

Stakeholder Engagement

- By strengthening our interaction with stakeholders, particularly the rural sector, through implementing the review of existing stakeholder forums and through better relationship management;
- By progressing initiatives to improve consultation associated with chemical reviews, enhance staff issue management skills and improve communication tools; and
- By continued development of the website to enhance information architecture, assist more intuitive searching, and provide more relevant content to stakeholders.

Organisational Reform

- By implementing the ANAO audit recommendations; and
- By implementing the transition to the new governance framework.

Registration Reform

- By improving both efficiency and effectiveness of registration processes through implementing the ANAO audit recommendations;
- By enhancing the framework for listed registration and reservation;
- By advancing key projects such as labelling reform;
- By expanding the functionality of the EARS system by increasing the types of applications that can be submitted electronically and further developing applications to process the submitted data; and
- By further enhancing the Manual of Requirements and Guidelines (MORAG).

International Cooperation

- By delivering tangible outcomes from work sharing and cooperation with regulators in other countries; and
- By enhancing the communication of trade advice, contributing to the Japanese Positive List project and progressing the development of the software for determining export intervals.

Minor Use Reform

- By consolidating current initiatives to improve the cost-effective and timely availability of safe, effective chemicals for minor uses.

Compliance Reform

- By progressing legislative reform of the Compliance toolkit; and
- By more effectively using our existing powers.

Key Priorities (Cont'd)

Quality of Agricultural and Veterinary Products

- By reviewing the Ag QA scheme; and
- By enhancing the veterinary medicines Manufacturers Licensing Scheme, including full implementation of the revised Code of GMP and the overseas manufacturers scheme, and implementing the ANAO audit recommendations.

MRL Setting

- By consolidating implementation of the JECFA approach for setting MRLs for Veterinary Medicines and aligning processes with FSANZ to enter MRLs in the Food Standards Code in a timely manner.

Informing Policy

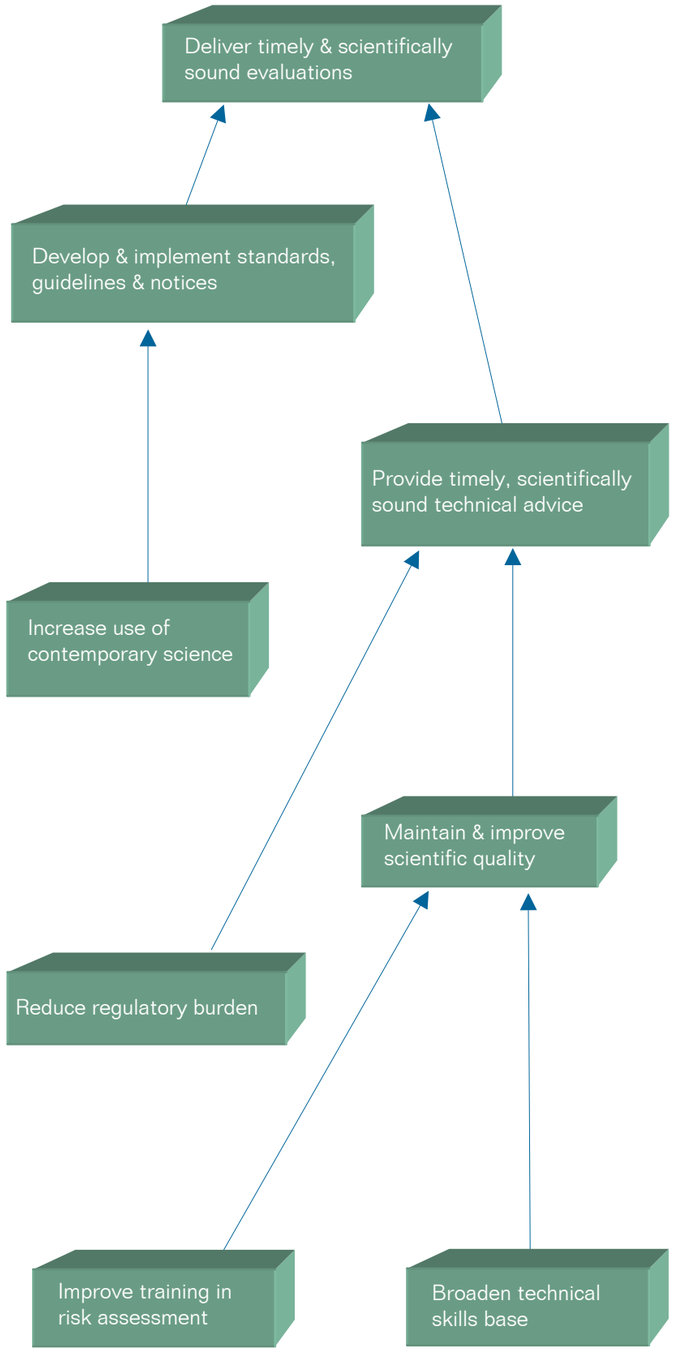
- By providing input to important government initiatives such as the COAG Review of Hazardous Materials, Productivity Commission Review of Chemicals and Plastics Regulation in Australia, the Environment Protection and Heritage Council NCHEM initiative and the regulation of low risk products.

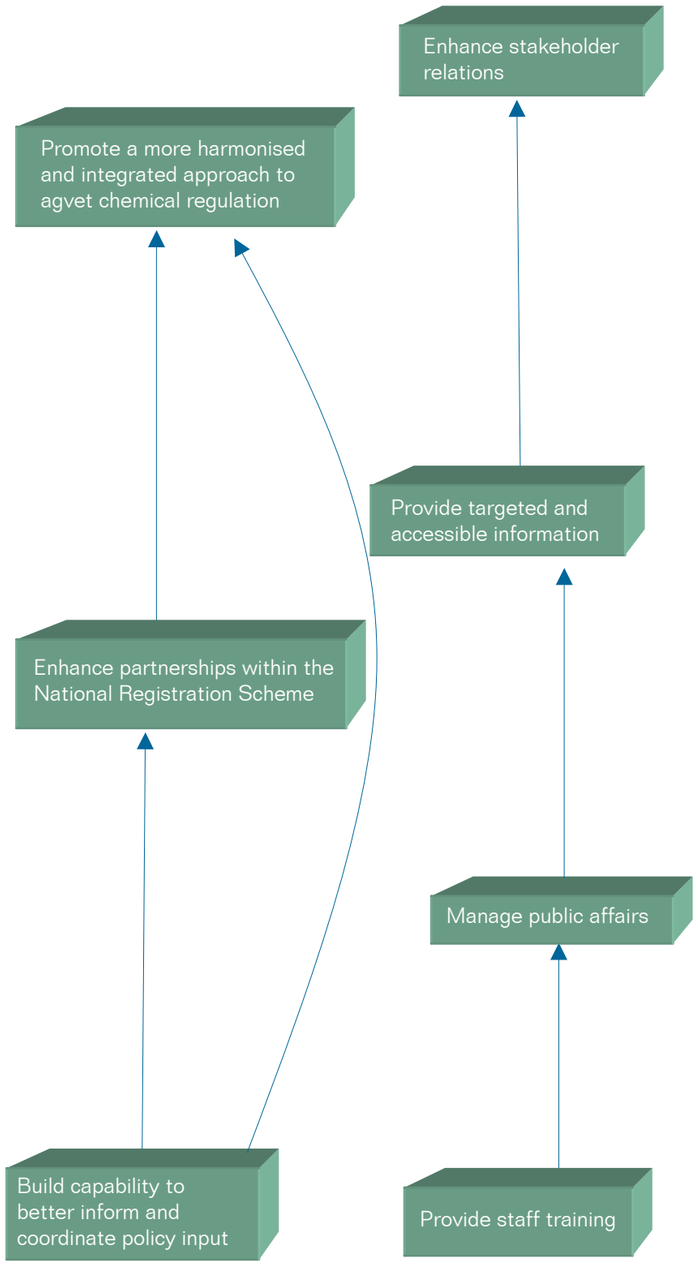
Regulatory Science Quality

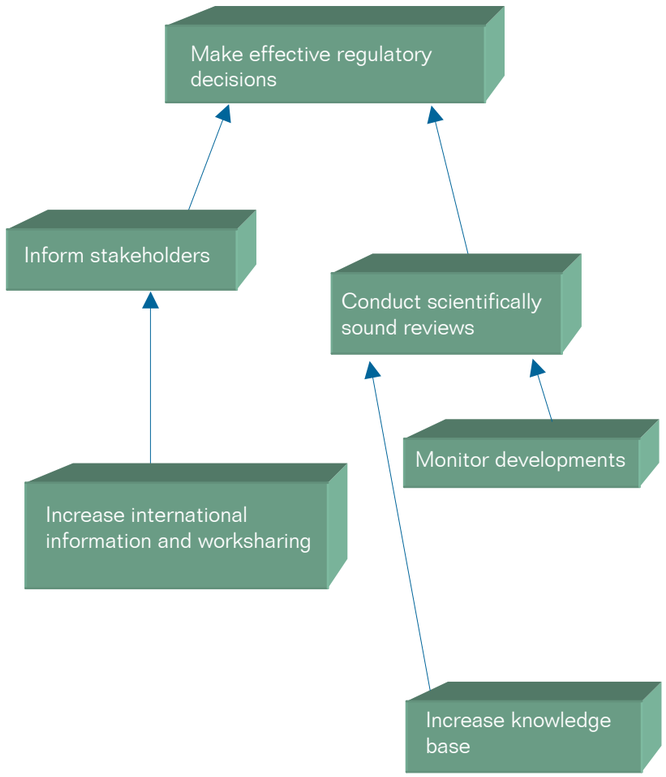
- By delivering on our science quality standards;
- By progressing initiatives (particularly through training by Science Fellows and the Science Fellows Forum) to enhance regulatory science quality within the APVMA;
- By further improving external service provider quality and cost effectiveness and greater international cooperation; and
- By continuing initiatives to improve the quality of chemistry data in applications.

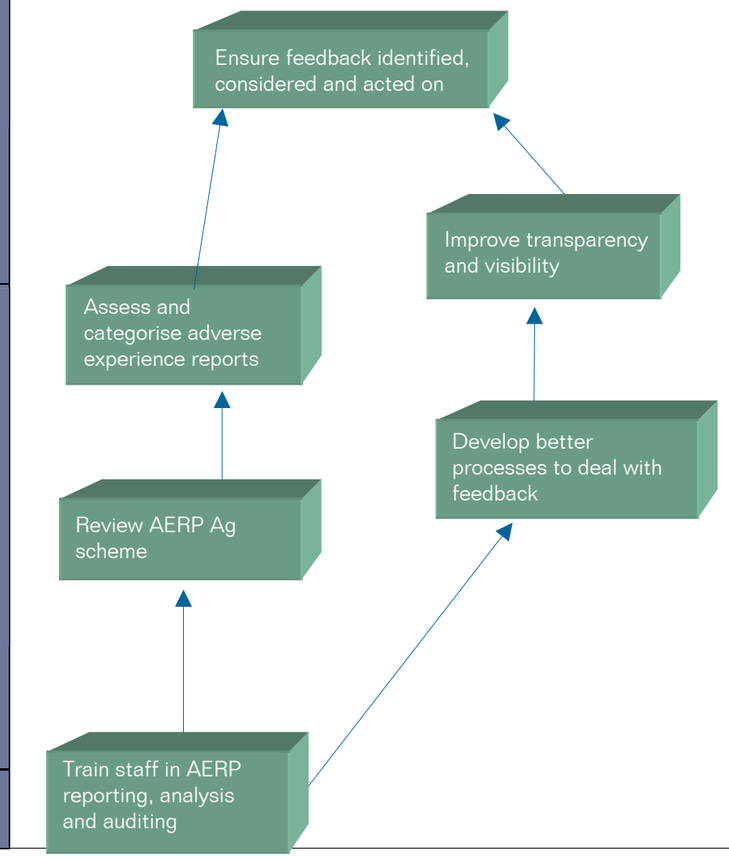
Maintaining Capabilities

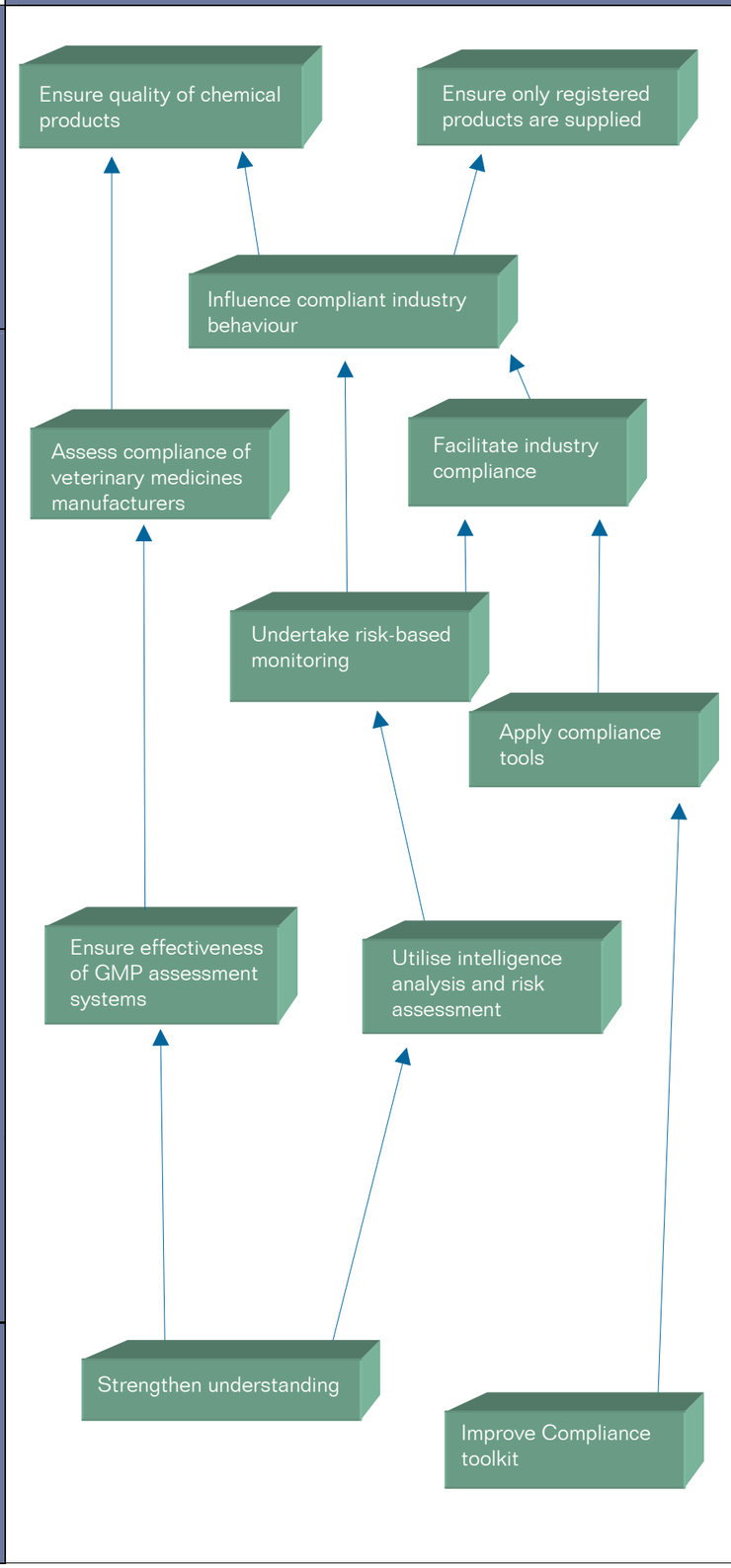
- By recruiting, retaining and developing quality, valued people; and
- By optimising organisational structures and resource allocations.

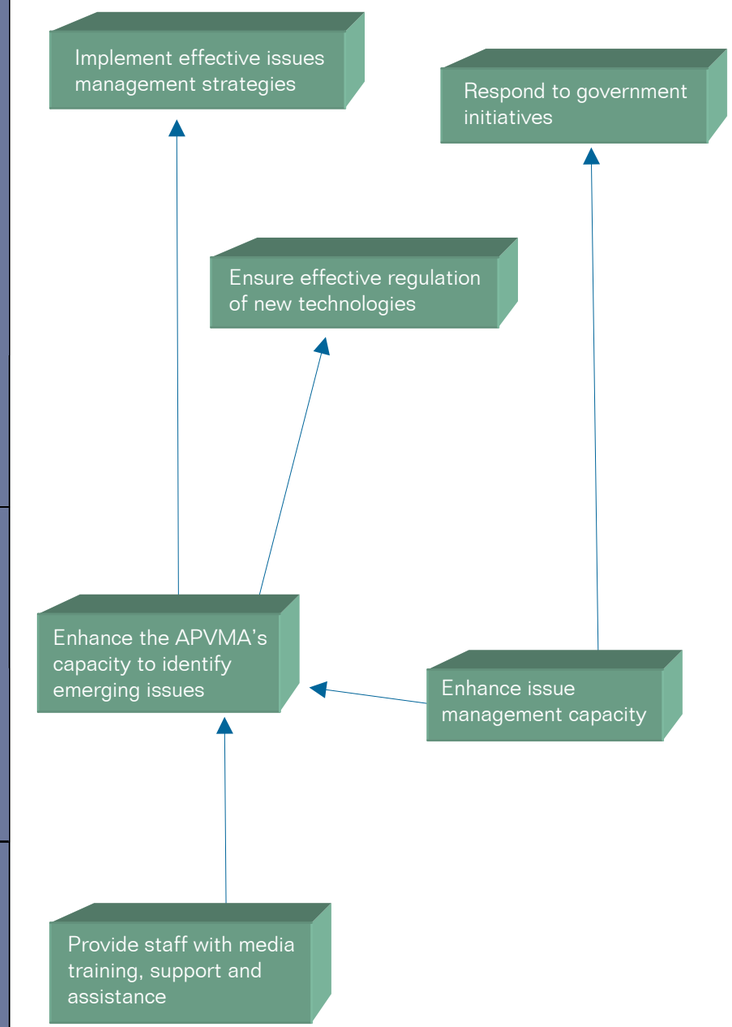
	Strategy: Evaluate and consider applications to approve active constituents, register chemicals, approve labels and provide regulatory consents such as permits following scientific evaluation	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Deliver assessment evaluations decisions within the framework of the AgVet Code, maintaining timeframe performance for active approvals, registration and permit applications whilst ensuring appropriate standards of scientific evaluation and legislatively robust decisions	Compliance with statutory timeframes Science quality audits undertaken	Regulatory decisions within statutory timeframes No significant defects in audits	• Implement ANAO recommendations • Refine e-label processes • Acceptable chemical names project • ESI methodology • Further refine and implement processes for approving vet active constituents • Pursue contestability initiatives • Advance EARS initiative
		Develop and implement effective quality standards, regulatory guidelines and operational notices for agvet chemicals and their residues Enable timely access to safe and effective chemicals to meet new demands	Number published and implemented Appropriate assessment for minor use, emergency use and reduced risk chemicals	MORAG updated continually as required Labelling Code revised Minor use permits issued within statutory timeframes	• Develop standards and process for listed registration • ESI advice on labels • Maintain MORAG • Streamline MRL processes with FSANZ • Labelling reform • Minor use initiative • Review of State-based permits
		Provide timely and scientifically sound technical advice to internal and external stakeholders	Timely advice given	Stakeholder Charter guidelines met	• Charter revised.
		Increase the use of contemporary science and international collaboration in risk assessments	Evaluation reforms based on contemporary science International collaboration increased Wider pool of external expertise developed	Program targets met 1 international workshare project finalised / 2 other international workshare projects progressed	• Maintain active participation at VICH, CODEX, OECD, CIPAC • OECD Workshare • MOUs with other international regulators • International minor use initiatives
Internal Business Processes (including financial management)		Maintain and improve science quality and rigour through peer review and adoption of international best practice	Science quality audits undertaken	No significant defects in audits	• Audit Regulatory Science Quality • Training staff via Science Fellows Program • Documenting risk analysis framework completed • Utilise external scientific expertise
		Reduce regulatory process burden consistent with the risk posed and optimise business process efficiencies to ensure efficient resource utilisation and timely outcomes	Timeframe compliance monitored Decrease process burden	Statutory timeframes met Reforms introduced	• Timeframes project (including electronic workflow for key processes) • Listed registration and reserved proposals developed • Greater use of electronic business tools • Scope of regulations project
People, Learning & Development		Broaden technical skills base and increase intellectual capital	Trained staff	Training completed and skills enhanced	• Job rotations as appropriate
		Improve training in scientific risk assessment methodologies	Trained staff	Training completed and skills enhanced	• Targeted training

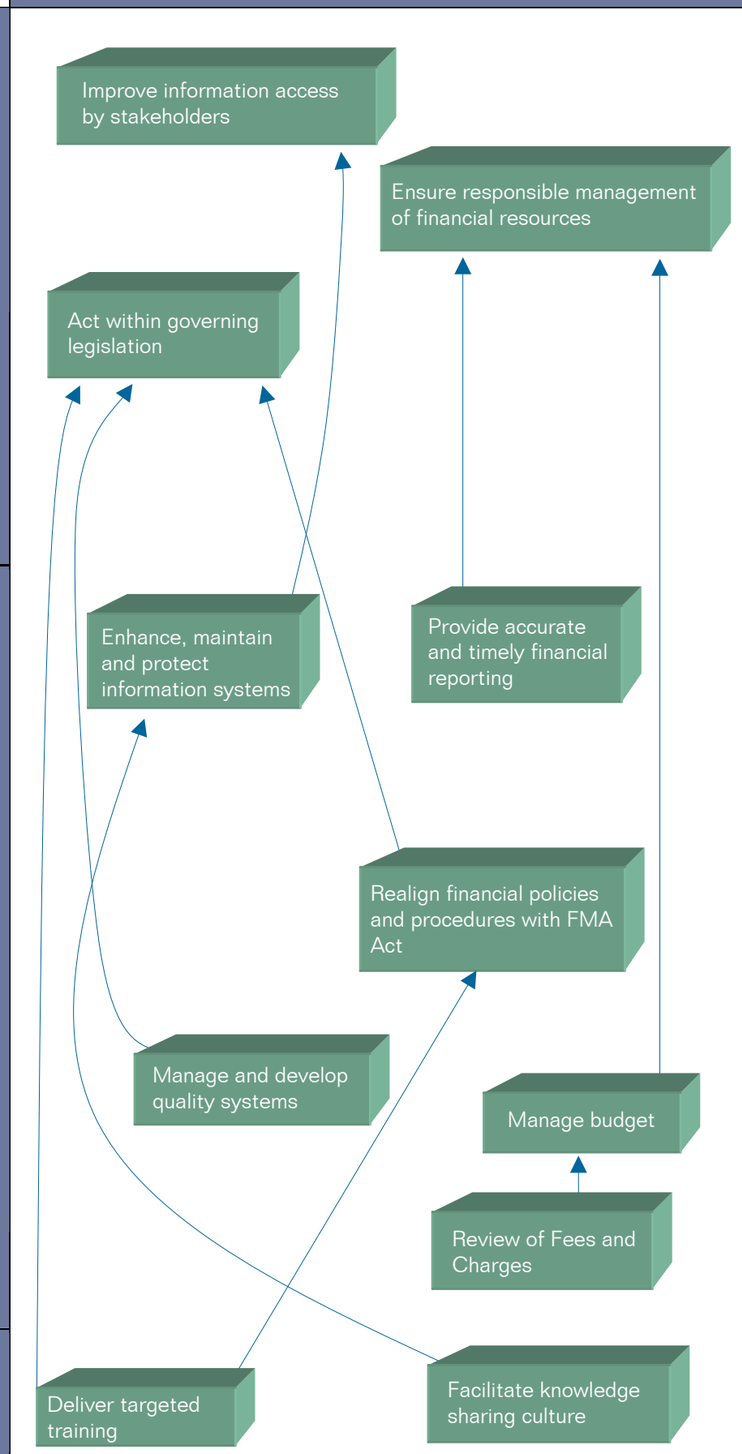
	Strategy: Engage stakeholders to improve awareness and inform policy development and to optimise the regulatory framework within which APVMA operates	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Enhance stakeholder relations and increase involvement in planning	Improved stakeholder awareness and engagement Policy development informed by stakeholder views	Positive feedback User Forum established Increased APVMA awareness of new issues	• Improved stakeholder consultation tools • Stakeholder information seminars and workshops • New Advisory Board • New User Forum
		Promote a more harmonised and integrated approach to agvet chemical regulation and risk management throughout Australia	Policies implemented that have APVMA input APVMA input to PSIC, NRS national performance report	APVMA input made to policy reform through the Product Safety & Integrity Committee with NRS partners and elsewhere APVMA data provided annually	• Involvement at PSIC • With DAFF input to policy initiatives such as Productivity Commission reviews, COAG Chemicals Security etc • Minor Use policy reforms
Internal Business Processes (including financial management)		Provide targeted and accessible information for key stakeholders through a range of communication tools	No. of website visits Number of presentations at external forums Provision of information that meets stakeholder needs No. of contacts obtained through consultation tools	Increased no. of visits Increased awareness and engagement Increase in satisfaction 50% increase in no. of contacts	• Enhancement of information channels and development of stakeholder materials • Provision of targeted information to key national audiences • Development of style guide
		Enhance partnerships within the National Registration Scheme including Australian States and Territories Governments	Formal agreements with government agencies undertaken	MOUs in place or updated with DoHA, DEW and State and Territory partners	• Revision of Memoranda of Understanding with government departments • Interaction increased with other State and Territory agencies (Health, Environment)
		Manage public affairs (including media relations) to address issues and raise awareness of key information and decisions with stakeholders	Media coverage received	Accurate, timely and effective media engagement	• Media releases • Media briefings • Maintenance of media networks
People, Learning & Development		Build internal capability to better inform and provide appropriate input to policy reform activities external to the APVMA	Capability to inform policy enhanced	Timely, well considered input provided to major policy reforms	• Executive engagement with policy processes
		Provide staff with training including stakeholder awareness and media assistance	Trained staff	Capable and effective media skills Heightened state of preparedness of critical incident management protocols and processes	• Media training • Enhancement of critical incident management processes

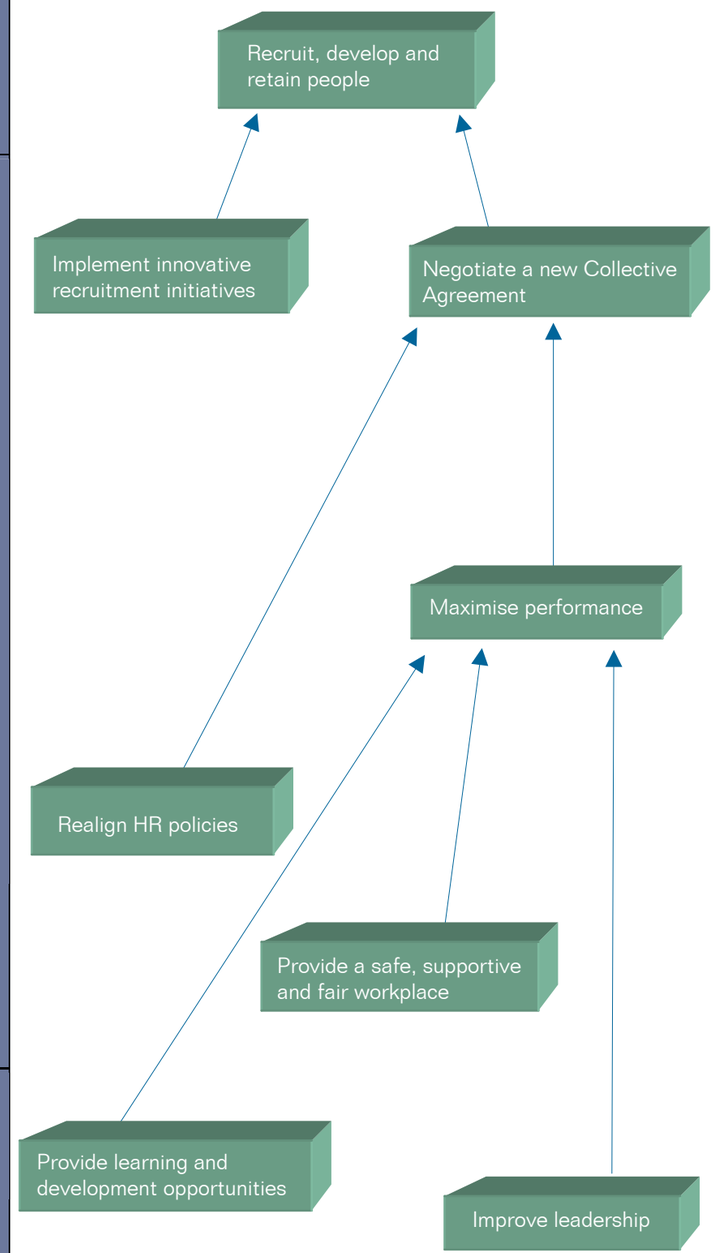
	Strategy: Review registered chemicals on the basis of risk	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Make effective, legislatively robust, regulatory decisions to ensure registered chemicals comply with contemporary standards	Post-review, products and labels comply with contemporary standards	100% compliance	• User group forums on specific review chemicals
		Inform stakeholders to improve awareness of and involvement in review program	Stakeholders engaged and submissions considered Enhanced consultation mechanisms for review	Enhanced consultation mechanisms for review implemented Review information packages finalised No. of submissions received	• Website upgraded to provide information about reviews in progress, reviews completed, and chemicals nominated
Internal Business Processes (including financial management)		Conduct scientifically sound reviews against contemporary standards	Reviews commenced, progressed, and finalised	Five review decisions taken	• Outline regulatory risk assessment methodologies • Implement ANAO Report recommendations
		Monitor domestic and international developments, emergence of new issues and initiate reviews when warranted	Issues identified and addressed	Enhanced awareness of new issues	
		Increase international information sharing	Information sharing initiated and work savings achieved	Exchange information with overseas regulators on review chemicals	• Share information about reviews and review schedules with OECD partner agencies
People, Learning & Development		Increase staff understanding of legislation, agvet chemical use practices and the primary production industry, and appropriately apply it to reviews and decision-making	Review processes updated	Enhanced knowledge leading to workable review outcomes	• Undertake targeted legal and industry training

	Strategy: Consider stakeholder feedback including adverse experience reporting	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Ensure feedback is identified, considered and acted on appropriately Improve transparency and visibility to all stakeholders	Re-occurrence of adverse experience reports relating to issues that have been identified and addressed Feedback mechanisms Extent to which ongoing promotional activities have been undertaken	Nil re-occurrence Revised Increased stakeholder awareness	• Optimise whole of APVMA feedback linkages • Awareness raising of AERP scheme • Implement improved communication strategies for stakeholders
Internal Business Processes (including financial management)		Develop better APVMA-wide processes to deal with feedback	Better developed processes	Whole of APVMA approach achieved	• Integrated feedback project
		Assess and categorise adverse experience reports in a timely manner to ensure that feedback loops are effective	Number of adverse experience reports processed	AERP Ag - 75% finalised within 3 months AERP Vet - >90% finalised within 3 months	• Rationalise AERP quality system procedures • Identify and develop the collection of feedback from new sources and/or using new technologies
		Review AERP Ag scheme	Review completed	Review recommendations considered	
People, Learning & Development		Train staff in AERP reporting, analysis and audit processes	Trained staff	Staff appropriately trained	

	Strategy: Ensure industry compliance with the legislation, including maintenance of quality assurance programs	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Ensure only registered products are supplied	Stakeholder awareness of, and confidence in, APVMA compliance actions	Increased visibility of compliance toolkit	
		Ensure quality of pesticides and veterinary medicines Ensure registered veterinary medicines are manufactured in GMP compliant facilities.	Industry compliance with conditions of registration under the Ag QA scheme GMP compliance and response to MLS audit findings	Greater than 95% of ag products meet regulatory standards for quality and assessed sources All audits satisfactorily closed	• Ag QA Scheme • Awareness seminars and website information • Implementation of ANAO recommendations regarding the MLS
		Influence compliant industry behaviour with respect to import, supply and advertising	Repeat non-compliance Identified changes in industry behaviour	Decreased reporting of same non-compliance Improved % of compliance at first contact	• Continued Non-Compliance Strategy • Implement ANAO audit recommendations
Internal Business Processes (including financial management)		Assess compliance of veterinary medicines manufacturers - audit and license local manufacturers of veterinary medicines under the Manufacturing Licensing Scheme (MLS) - assess compliance of overseas manufacturers under Overseas GMP scheme	No. of MLS GMP audits No. of MLS licences issued, suspended, cancelled and GMP export certificates issued No. of post-registration compliance audits conducted on products manufactured at overseas sites	70 per annum Subject to operational demand 150 products per annum with 90% compliant at first audit	• Un-announced MLS audits
		Facilitate industry actions to comply with the regulatory requirements of the Agvet legislation	Seminars, information sheets and website information provided	Current information sheets and website information reviewed Industry seminars presented on compliance improvement	• Contribute to website redevelopment as a tool to disseminate compliance information • APVMA seminars
		Ensure effectiveness of GMP assessment systems and strategies	Quality assurance and control of MLS auditors Manufacturer feedback on audits	Issues identified and addressed 95% positive feedback received	• Annual auditors workshop • Inter-agency co-operation, eg MoU with TGA, NZFSA
		Apply compliance tools including the Hormonal Growth Promotants Control Scheme and Import Consents	Non-compliance reports (NCRs) finalised Compliance with HGP Control Scheme Administrative resource required for HGP Control Scheme supply component and import consent	90% finalised in timeframe 65% compliance on first audit 100% of audit timeframes met Reduced resource input whilst maintaining effectiveness	• Strategic Intelligence Analysis • Participation in National HGP Control Scheme • Internal reviews of HGP and import consent processes
		Undertake risk based monitoring of agricultural chemicals against conditions of registration and APVMA Standards under Ag QA Scheme	Number of assessments completed and reported on for selected products Selected products tested	40 product data call-ins and 30 on-site visits 80 products ranging across at least 4 actives	• Ag QA Scheme • Formal review of Ag QA scheme
		Utilise intelligence analysis and risk assessment to support compliance toolkit and to prioritise Ag QA scheme selections	Compliance actions arising from strategic intelligence Ag QA scheme visits, data call-ins and testing based on risk	20% of actions result from strategic intelligence 80% of selections are intelligence driven risk	• Strategic Intelligence Analysis • Strengthen liaison with overseas authorities to verify chemical sources • APVMA-State cooperation in compliance intelligence
People, Learning & Development		Strengthen understanding of processes and procedures. Strengthen understanding of manufacture and GMP	Procedures reviewed annually and staff trained in changes.	100% of procedures are reviewed annually Training completed within 1 month of procedure changes GMP and ISO auditor training within 2 years of recruitment	• Annual review of quality system procedures
		Improve Compliance toolkit via legislative reform	Number of new effective compliance tools	Implemented and toolkit improved	• Industry consultation • PSIC policy paper

	Strategy: Respond to and manage emerging regulatory issues	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Implement effective issues management strategies	Number of issues managed Stakeholder feedback on effectiveness	As per demand Stakeholder satisfaction with issue management	• Development of issue management strategies • Stakeholder consultation through direct communication channels and consultative committees
		Ensure effective regulation of new technologies	New technologies	Developed and adopted as needed	• Refer 'Evaluate and consider applications'
		Respond to government initiatives and external reviews	Responded to initiatives	Recommendations implemented	• Implement ANAO Performance Audit recommendations • New governance framework implemented
Internal Business Processes (including financial management)		Enhance the APVMA's capacity to identify emerging issues	Readiness for new issues, prevention of problems	Early identification of emerging issues	• Media monitoring • Enhanced feedback and consultation mechanisms
		Enhance issue and relationship management capacity	Awareness of issue management processes Relationship management program fully implemented	Effective issue management capacity across organisation Implemented by Dec 2007	• Development of issue management strategies • Training and implementation of management principles
People, Learning & Development		Provide executive and other staff (as necessary) with media training, support and assistance	Maintenance of trained media spokespeople in each program area	Capable and effective media performers Heightened state of preparedness of critical incident management protocols and processes	• Periodic media training • Enhancement of critical incident management processes • Relationship management skill training

	Strategy: Conduct efficient and effective business management that optimises our use of resources and minimises business risks	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Improve information access by stakeholders and staff through the use of appropriate information technology and enhancements to the information management processes	Number of applications lodged electronically Number of users of e-commerce facility Survey of website users Feedback	70% of application categories covered by EARS online by 30 June 2008 100% of applicants aware of EARS online availability by 30 June 2008 20% increase in no. of users of online system Increased use of the web site Positive feedback from users	• EARS online • Greater use of EFT, credit cards and BPay as payment options • Enhanced web strategy • Further improve the APVMA web site through enhanced content, functionality and architecture • Further develop the list server to disseminate information
		Ensure responsible management of financial resources including timely creditor payments and revenue collection	Internal audit report Creditors overdue Collection of revenue by due date Levy audit report	No significant findings < 5% creditors overdue Decrease in % of late payments Decrease in penalties	• Appropriate adjustments to levy to balance income and expenditure • Reconsider the level of the Financial Reserve • Uhrig compliance audit • Annual delegations audit • Uhrig compliance audit
		Act within governing legislation	Compliance	100% compliance Successful transition to the new (FMA Act) governance framework	
Internal Business Processes (including financial management)		Enhance, maintain and protect information systems including business application and IT infrastructure	Security audit reports completed Percentage uptime achieved Number of virus infestations	No significant findings > 97% No virus infections	• Enhanced network health diagnostic alert tools • Implement the BCP • Standard list of accepted names project • Implement video conferencing facility • Integrate voice and data over telephony system
		Realign financial policies and procedures with the FMA Act as a result of the Uhrig Review	Compliance achieved	100% compliance	• Uhrig compliance audit • Revised corporate governance arrangements
		Provide accurate and timely financial reports to Government and Management whilst maintaining compliance with accounting standards, FMA Act, and other legislation and guidelines	Reports to DoFA provided Reports to Management/Board provided ANAO audit report completed BAS & FBT returns completed	Submission within 10 calendar days Distribution within 10 working days Unqualified audit report Lodged by due date	• Sun FMIS upgrade • Expansion of e-payment options
		Manage and develop ISO quality systems which reflect governing legislation	ISO accreditation and continuous improvement of business process	Accreditation maintained	• Audit record keeping procedures
		Review APVMA Fees and Charges as part of a portfolio wide review of cost recovery arrangements	Review completed	Review completed in accordance with portfolio timeframe	• Activity Based Costing (ABC) study
		Manage budget efficiently and in accordance with Board approval	Variance of actual performance to budget monitored	Variance to budget in line with Board objectives	• New automated system for distribution of budget data to managers
People, Learning & Development		Facilitate a knowledge sharing culture	Improved access to information	Resources accessible	• Further development of the Intranet • New Library Management System
		Deliver targeted training to staff including new procurement and financial requirements following move to the FMA Act	Trained staff	Training completed and staff skills improved	• Provide staff training on procurement and financial requirements, new web publishing standards and EARS

	Strategy: Recruit, develop and retain valued and high performing people	Objective Statement	Measure	Target	Initiatives
Stakeholders (Community, Users, Industry and Government)		Recruit, develop and retain valued and high performing people	Achievement of business objectives (identified in Operational Plan) Staff attitude survey	Business objectives achieved High level of staff satisfaction	• Enhance recruitment section of APVMA website • Provide selection training to all staff • Embed Succession Management Tools
Internal Business Processes (including financial management)		Implement innovative new recruitment and retention initiatives to ensure ongoing access to appropriately skilled staff	Number of new staff identified through initiatives Separation rate	Increase quality of new entry level technical staff Separation rate less than 15%	• Graduate / Gradlink Program • PhD Student sponsorship • Indigenous traineeship • Use of the Science Fellows Program to identify possible new staff and external support
		Maximise individual and team performance through improvements to the performance management system	IPAD results Work Level Standards	Increase in organisational performance Implemented by July 2007	• Investigate on-line performance management system
		Negotiate a new Collective Agreement that delivers attractive conditions of employment, is financially responsible and motivates staff within existing financial constraints	New Collective Agreement finalised	New agreement in place by June 2008	• Negotiate a new Collective Agreement that complies with the *APS Act 1999*
		Realign HR policies and procedures with the PS Act as a result of the Uhrig Review	Compliance	100% compliance	• Uhrig compliance audit • Embed APS values and frameworks within all people management policies
		Provide a safe and fair workplace that complies with statutory Occupational Health and Safety and Workplace Diversity requirements and facilitates high performance	Number of OH&S or harassment incidents Staff satisfaction	No significant issues Satisfied staff	• Revise OHS procedures to comply with legislative changes • Conduct comprehensive staff survey • Implement new workplace diversity plan
People, Learning & Development		Improve leadership across the organisation	Staff satisfaction	Satisfied staff	• Embed managers induction and probation practices • Promote ILS Capability Framework
		Provide learning and development opportunities that maximise organisational capability	Percentage of employees who achieve training target	70% achieve training target	• Strategic learning and development plan • APS 6 / EL1 development program

Responsibilities of APVMA Programs

♦ Primary ♦ Support	Evaluate & consider applications	Engage stakeholders to improve public awareness & policy developments	Review registered chemicals on the basis of risk	Consider stakeholder feedback including AERP	Ensure industry compliance with legislation	Respond to new issues	Conduct efficient & effective business management	Recruit, develop & retain valued & high performing people
Veterinary Medicines Program	♦	♦	♦	♦	♦	♦	♦	♦
Pesticides Program	♦	♦	♦	♦	♦	♦	♦	♦
Chemistry & Residues Program	♦	♦	♦	♦	♦	♦	♦	♦
Quality Assurance & Compliance Program	♦	♦	♦	♦	♦	♦	♦	♦
Legal & Governance Program	♦	♦	♦	♦	♦	♦	♦	♦
Corporate Services Program	♦	♦	♦	♦	♦	♦	♦	♦

Glossary of Terms

Ag QA	Agricultural Quality Assurance Scheme
AERP	Adverse Experience Reporting Program
ANAO	Australian National Audit Office
APS	Australian Public Service
APVMA	Australian Pesticides and Veterinary Medicines Authority
BAS	Business Activity Statement
BCP	Business Continuity Plan
CA	Collective Agreement
CAC	Commonwealth Authorities and Companies Act
CAR	Corrective Action Reports
CCC	Community Consultative Committee
CIPAC	Collaborative International Pesticides Analytical Council
CODEX	Codex Alimentarius Commission
COAG	Council of Australian Governments
DAFF	Department of Agriculture, Forestry and Fisheries
DAISY	The APVMA Intranet Facility
DoFA	Department of Finance and Administration
DoHA	Department of Health and Ageing
DEW	Department of the Environment and Water Resources
EARS	Electronic Application Registration System
EI	Export Interval
EL	Executive Level
ESI	Export Slaughter Interval
EPHC	Environment Protection and Heritage Council
FBT	Fringe Benefits Tax
FOI	Freedom of Information
FSANZ	Food Standards Australia New Zealand
GHS	Globally Harmonised System for the Classification and Labelling of Chemicals
GMP	Good Manufacturing Practice
HGP	Hormonal Growth Promotant
ILC	Industry Liaison Committee
ILS	Integrated Leadership System
ISO	International Standards Organisation
JECFA	FAO/WHO Joint Expert Committee on Food Additives
L&D	Learning and Development
MLS	Manufacturers Licensing Scheme
MORAG	Manual of Requirements and Guidelines for Registering Agricultural and Veterinary Products
MOU	Memorandum of Understanding
NET	The APVMA Executive Team
NCHEM	National Chemicals Environmental Management
NCR	Non-compliance Report
NRS	National Registration System
NZFSA	New Zealand Food Safety Authority
OECD	Organisation for Economic Cooperation and Development
OH&S	Occupational Health & Safety
PRS	Public Release Summary
PSIC	Product Safety and Integrity Committee
QA	Quality Assurance
RLC	Registration Liaison Committee
TGA	Therapeutic Goods Administration
UHRIG REVIEW	Review of the Corporate Governance of Statutory Authorities and Office Holders
VICH	International Cooperation on Harmonisation of Technical Requirements for Registration of Veterinary Medicinal Products

Australian Government

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