



PARLIAMENT *of* AUSTRALIA
HOUSE *of* REPRESENTATIVES

OFFICE OF THE CLERK OF THE HOUSE

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13 October 2008

Mr Harry Jenkins MP
Speaker of the House of Representatives
Parliament House
CANBERRA ACT 2600

Dear Mr Speaker

I have pleasure in submitting to you, for presentation to the House, the Annual Report of the Department of the House of Representatives for the year ended 30 June 2008, pursuant to section 65 of the *Parliamentary Service Act 1999*.

Yours sincerely

I C Harris

ABOUT THIS REPORT

The Department of the House of Representatives provides services that allow the House to fulfil its role as a representative and legislative body of the Australian Parliament.

This annual report details our activities during the 2007–08 financial year.

The **overview** section includes a report by the Clerk of the House of Representatives, Ian Harris, who is also the chief executive of our department. A departmental overview describes our purpose, role, structure and outputs.

The **performance** section describes the main activities of our five output groups, and measures our performance against our targets during the year.

The **management and accountability** section spells out our approach to corporate governance, the management of our people and assets, and our obligations under various laws. This section also provides an outlook on the next financial year.

The **appendixes** give detailed information about our work for the House, its committees and visitors, and about our publications and our staffing.

The **financial statements** show how we spent the money allocated to us by the Parliament.

Finally, to aid in navigating and interpreting the report, there is a list of abbreviations and acronyms, a compliance index and a general index.