

	<p>Late 2013 to June 2014: The Program in 2013-2014 will consist of a series of activities implemented in cooperation with a selected group of Vietnamese partner agencies. The lead coordinating agency on the Vietnamese side is the Ministry of Foreign Affairs. Activities may include study visits to Australia, seminars and workshops in Vietnam, development of publications and capacity building to support local service delivery initiatives. The latter part of 2013 will focus mainly on preparatory work with detailed implementation of activities to commence at the beginning of 2014.</p> <p>It is anticipated that activities will be undertaken with</p> <ul style="list-style-type: none"> ▪ Committee for Ethnic Minorities ▪ Ministry of Foreign Affairs ▪ Ministry of Justice ▪ Ministry of Public Security ▪ Supreme People's Court ▪ Supreme People's Procuracy ▪ Vietnam Lawyers' Association ▪ Vietnam Women's Union. 	<p>beginning of 2014.</p> <p>Some modest level assistance from other units of the Commission on activities that relate to their portfolio areas.</p>			
Capacity	Project team members – 1.9 FTE				
Program of Cooperation with the Indonesian Commission on Violence Against Women ('Komnas	<p>August or September 2013 Internships with the Australian Human Rights Commission for three Indonesians, consisting of two representatives of Komnas Perempuan (KP) and one representative of an Indonesian disability organization. They will spend part of the time at our Commission and part of the time with other Australian agencies that work to protect and promote the rights of people with disabilities.</p>	<p>The internships will be fully funded by AusAID. Precise amount of funding still to be confirmed.</p> <p>Possible involvement</p>	Medium M&E	<p><u>Goal 3: Leadership and Influence:</u> Results: 3a 3c 3d Indicators: 3.2 3.3 3.4 BURR VHB</p>	

Perempuan')	The program is part of AusAID's Australia-Indonesia Partnership for Justice Program (AIPJ). This activity will provide capacity building for KP in its efforts to address the issue of violence against women with disabilities.	by DRU, subject to their availability and workload.
Capacity	Project team members – 0.1 FTE	

5. Legal Section

LS	Key milestones & timeline	Cross team implications	Strategic Goals/Results/ Indicators	Comment
Activity titles				
Expand focus and scope of liaison meetings with Commissioners and other areas of the Commission	30 Sept 13 Regular Liaison meetings with internal stakeholders Greater depth and scope of matters discussed at the liaison meetings Improved relationships with all other areas in the Commission Improved understanding by legal officers of all other areas in the Commission Improved understanding by Commission employers of role and capacity of legal team		Goal 4	
Develop and implement training schedule to be run by the Legal Section (internally and externally)	Ongoing - Educate Commission staff and external lawyers and external stakeholders on key aspects of human rights and federal discrimination law, and recent developments in these laws			
Develop Key Performance Indicators, timeframes for the completion of responsive legal work; re-evaluate these 6 months after	31 Dec 13 Standards against which to measure the efficiency of the legal section. Evidence of efficiency in order to make accurate decisions with regard to staffing. Evidence of standard timeframes to ensure predictability in work turnaround timeframes to		Goal 4	

development	Commission and other stakeholders. Identification of areas of possible improvement.			
Develop streamlined processes for the management of human rights complaints under the AHRC Act	31 Dec 13 Efficient handling of increased volume of human rights complaints with existing resources			
Update legal manual to incorporate Key Performance Indicators and timeframes and have uploaded onto IPS section of website	31 Dec 13 Efficient handling of legal matters in a consistent manner Application of timeframes to ensure predictability in work turnaround timeframes to Commission and other stakeholders. Ability of new staff to learn procedures for handling matters quickly and easily upon commencement		Goal 4	
Develop and implement an information publication scheme for the whole of Commission which accords with the new Freedom of Information Act requirements	31 December 13 Compliance with Federal legislation. Support of new Federal Government policy in relation to freer information access. A transparent organisation about which information can be easily accessed by members of the public.		Goals 1 and 4,	
Identify opportunities for partnership with International Programs Unit and policy units; engage in collaborative work with International Programs Unit and policy units where appropriate	Ongoing Enhancing the depth and rigour of the legal section's work by informing it with international human rights perspectives and a policy perspective. Opportunities to educate/partner with human rights stakeholder groups both locally and internationally. Development Opportunities for lawyers		Goals 1, 2, 3	

<p>Develop and implement a process for the quarterly up-skilling of legal section staff, to involve training in domestic and international law and policy both internally and externally</p>	<p>Ongoing A team of skilled, well-informed, proficient members who produce work of high quality with maximum efficiency. Both depth and breadth of knowledge and skills within the legal section.</p>		<p>Goal 3, 4</p>	
<p>Introduce more supportive, collaborative way of conducting work within the legal section</p>	<p>Ongoing A team where staff feel supported and mentored and which promotes staff well-being An optimal environment for engaging with and completing of the legal section's ongoing and sporadic work</p>		<p>Goal 4</p>	
<p>Ongoing: We will maintain our day-to-day responsive workload and continue to produce high-quality work with maximum efficiency under increased pressure</p>	<ul style="list-style-type: none"> • Provide legal advice to the Commission • Assist the Commission to respond to requests for exemptions under the discrimination Acts • Process applications under the <i>Freedom of Information Act</i> • Conduct litigation brought against the Commission • Conduct inquiries into complaints referred to the section by the Investigation and Conciliation Service and advise the President on outcomes and recommendations and reports to Parliament • Identify matters before the courts, that involve human rights issues, in which it would be appropriate for the Commission to intervene • Ensure compliance with reporting obligations including to the Privacy Commissioner and OAIC 		<p>Goals 1, 2, 3, 4,</p>	

- Ensure compliance with legislative and other statutory requirements including pursuant to:
 - *Privacy Act 1988*
 - *Freedom of Information Act 1982*
 - *Archives Act 1983*
 - *Copyright Act 1968*
 - *Financial Management and Accountability Act 1997*
 - *Procurement Rules*
 - *Legal Services Directions*
- Participate in Risk Management including identification of risk and advise on risk minimisation
- Assist the President and Commissioners to comply with corporate governance requirements
- Provide training on legal issues internally and externally, including publication of articles on human rights issues
- Participate in cross commission projects including VHB, Education/BURR and Access to Justice

6. Policy section

(d) Australian Defence Force Review

Team: ADFR	Key milestones & timeline	Cross team implications	M&E Level (Min med, in-depth or external)	Strategic Contribution Goals/ Results/ Indicators, Priority	Commission comment
Project title					
Externally funded. Phase 3 (a) Review into the Treatment of Women in the ADF (ADFA Audit)	June 13 Complete draft ADFA audit, and send to ADFA for fact checking. Final report not released until audit for the implementation of ADF recommendations.	LS - ADFR pays for senior legal officer one day per week. CT to provide media clipping service and advice with regard layout of report and media around its release. ADFR currently pays the salary of 1 x EL1.	Medium. There is a dynamic and ongoing process of M&E. ADFR is liaising with Commissioners and ADF about the Audit and outcomes, and what can be improved in future phases. This is documented in the methodology section of the Audit Report.	Goal 1: Results 1a-1d; Indicators 1.1-1.4 Goal 2: Results 2b, Indicators 2.2, 2.3 Goal 3: Results 3a, 3c, Indicators 3.1, 3.3, 3.4 Goal 4: Results: 4b, 4c Indicators: 4.3, 4.4 BURR VHB	
Externally funded. Phase 3 (b) Review into the Treatment of Women (Recruit Schools review)	Aug 13 Complete review of ADF Recruit and Training Schools.	LS - ADFR pays for senior legal officer one day per week. CT to provide media clipping service and advice with regard layout of report and media around its release	Medium (as above).	Goal 1: Results 1a-d, Indicators 1.2-1.4 Goal 2: Results 2b Goal 3: Results 3d Indicators: 3.4 Goal 4: Results: 4b, 4c	

<p>Externally funded Phase 3 (c) Review into the Treatment of Women (ADF Audit)</p>	<p>Jan 14 Complete ADF Audit, share draft with ADF. Table entire ADF Audit (i.e. ADFA Audit, Recruit School piece, ADF Audit)</p>	<p>LS - ADFR pays for senior legal officer one day per week. CT to provide media clipping service and advice with regard layout of report and media around its release</p>	<p>Medium (as above).</p>	<p>Indicators: 4.3, 4.4 BURR VHB</p> <p>Goal 1: Results 1a-1d; Indicators 1.1-1.6</p> <p>Goal 2: Results 2b, 2c Indicators 2.2, 2.3</p> <p>Goal 3: Results 3a- 3c, Indicators 3.1, 3.3, 3.4</p> <p>Goal 4: Results: 4b, 4c Indicators: 4.3, 4.4 BURR VHB</p>
<p>Business systems (Web site CMS, FOI)</p>				

(e) Age Discrimination Team

Detailed plans for the following ADT projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team: ADT	Key milestones & timeline	Cross team implications	M&E Level (Min, med, in-depth, external)	Contribution to Strategic Goals/ Results/ Indicators. Priority	Commission comment
Program/ Project title:					
<p><u>Project 1</u> Countering stereotypes of older people</p>	<p>July 2013: Finalise body of research into (a) the stereotyping of older people in the Australian media and (b) in the</p>	<p>Communications; CET; IT; All Policy Teams; ICS</p>	<p>External</p>	<p>Goals 1, 2 & 3</p> <p>Priority: BURR and VHB</p>	

	<p>broader community. July & August 2013: Media and advertising roundtables to discuss research findings and confirm recommendations for addressing age stereotyping. July 2013-June 2014: Multi-channel campaign to counter the stereotyping of older people in the media, community and workplaces. July 2013-June 2014: Publicising and distributing research through <i>Something in Common</i>. July 2013-June 2014: Regular online publication of stories on the Age Positive website.</p>	(possible increase in complaints due to increased awareness)	
Capacity			
<p>Project 2: <i>Access all Ages: Responding to the Australian Law Reform Commission recommendations directed to the Australian Human Rights Commission</i></p>	<p>Commencing July 2013. Initial project activity includes scoping project parameters and collaboration with stakeholders</p>	SET, CET, Legal	<p>Min</p> <p>Goal 1, 2 & 3</p> <p>Priority: BURR</p>
Capacity			
<p>Project 3 <i>Access all Ages: Guidelines for leading practice in</i></p>	<p>Commencing July 2013. Initial project activity includes scoping project parameters and collaboration with stakeholders</p>	CET, Legal	<p>Min</p> <p>Goals 1, 2 & 3</p> <p>Priority: BURR and VHB</p>

the recruitment of older workers				
<i>Capacity</i>	██████████ 40%; ██████████ 40%			
Project 4 Your Rights at Retirement	External reporting dates, key milestones, launch - July 2013	Communications; Legal (publication)	Min	Goal 1, 2 & 3 Priority: BURR and VHB
<i>Capacity</i>	██████████ 0.2FTE until end June 2013			
Strategic Advocacy Area 1: Cyber Inclusion for Older Australians	Responding to report of the Joint Parliamentary Committee into Cyber Safety. Working with media providers e.g. Facebook, Telstra, key community groups and government. Focus is to ensure access, education and appropriate content.	CET, Communications, RDT	Med	Priority: VHB, BURR Goal: 1, 2, 3
Strategic Advocacy Area 2: International	Promote the development of an international convention for the rights of older people.	International, DRT, SET	Min	Priority: VHB, BURR Goal: 1, 2, 3, 4
Strategic Advocacy Area 3: Human rights and end of life	Develop a position and briefing paper on human rights and the end of life including a position on euthanasia	Legal	Min	Priority: VHB, BURR Goal: 1, 2, 3, 4
Strategic Advocacy Area 4: Advisory Panel on Positive Ageing	Research and respond to issues arising from meetings as relevant to the portfolio of the ADC.		Min	Priority: BURR Goal: 1, 2, 3
Strategic Advocacy Area 5: Research Partnerships	For example: Diversity Council Australia, National Seniors, Monash University.		Min	Priority: BURR Goal: 1, 2, 3
<i>Capacity for strategic advocacy across Areas 1-5</i>	██████████ 0.25FTE ██████████ 0.1FTE ██████████ 0.04FTE ██████████ 0.2FTE			
Team capacity Total	Name	Level	Actual FTE	Total 12-13 Workplan FTE
	██████████	EL2	1.0	1.0

[Redacted]	[Redacted]	EL1	1.0	1.0
	[Redacted]	EL1	0.8	0.8
	[Redacted] (APS 3, 0.2FTE until end June 2013)	APS3/4	1.0	1.0

(f) Children's Rights Team

Detailed plans for the following CRT projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

CRT	Key-milestones & timeline	Operational factors (Include impact on other teams)	M&E Level Min, med, depth, external	Relevant Strategic Goals/ Results/ Indicators	Contributes to: VHB* BARR* SIC* Children Cyberspace	Commission comment
Program/ Project & Advocacy title:						
Project 1 CRT Listening Tour, The Big Banter	<p>April – May</p> <ul style="list-style-type: none"> Develop list of groups across all jurisdictions to be part of face-to face consultation. (CRT) Contact these groups in order to ask them to participate. Diarise all face-to-face consultations Develop resources necessary for a face-to-face Tour. Adapt <i>Something in Common</i> so children can upload stories about issues affecting them. Design, print and organise 'postage paid' postcards. 	<p>Communication Team (April-August)</p> <ul style="list-style-type: none"> Design postcards in conjunction with CRT and CET. Purchase of child friendly products. Develop and implement a Communication strategy. ICS case studies LS children's 	<p>Min</p> <p>This is a one off project to determine the blueprint of priority areas for the National Children's Commissioner's term and</p>	<p>Goals 1 and 3 Results 1a-1d 3a-3d</p> <p>Indicators 1.1-1.6 3.1,3.3-3.5</p>	<p>BARR Children</p>	

- Identify roving reporters.
- Develop questions for Survey Monkey.

April – August

- Conduct the listening tour and document the feedback provided in the face-to-face consultations.

September – December

- Describe, in the first mandated Report to Parliament, the details of how the listening Tour was conducted and perhaps some preliminary findings.
- Analyse the feedback provided by the listening tour.
- Analyse the feedback provided through *Something in Common*.
- Analyse the information provided by the postcards.
- Develop the blueprint of priority areas for the National Children's Commissioner's term.
- Identify the key advocacy areas of the National Children's Commissioner.
- Use the information from all sources to commence writing the second mandated Report to Parliament.

January 2014-June 2014

- Commence action on the identified priority areas and advocacy areas.
- Have in place a mechanism that will provide the National Children's Commissioner with ongoing advice from

- Supporting CRT in social media.
- CET (April –June)
- Adapt *Something in Common* so children can upload stories about issues affecting them.
 - Design postcards
 - Supporting CRT in social media.
- SET (April –June)
- Assist in developing questions for Survey Monkey.

to identify her key advocacy areas.

Further project planning will need to be done in early 2014

	children.						for any new project work that arises from the Big Banter and report.
	<ul style="list-style-type: none"> Have in place National Children's Commissioner's 'Critical friends'. Implement a Communications strategy for the National Children's Commissioner. 						
Capacity	██████ ██████	EL 2	30% (10.8hrs per week)	30% Report (10.8hrs per week) submissions, policy contribution, staff management, letters, correspondence, 10% (3.6hrs) speeches			
	██████ ██████	EL1	15% (3.3hrs per week)	45% (9.9hrs per week) Report; 30% (6.6hrs per week); 10% (2.2hrs per week) correspondence/submissions/other. Employed 3 days per week			
	██████	APS 5	10% (2.2hrs per week)	40% (8.8hrs per week) Report; 40% (8.8hrs per week); 10% (2.2hrs per week) correspondence/submissions/other. Employed 3 days per week			
	██████ ██████	APS 3	70% (25.2hrs per week)	10% (3.6hrs per week) Report; 20% (7.2hrs per week) letters, correspondence/other.			
Project 2 Children's Rights Team Statutory Report to Parliament	<p>April – May</p> <ul style="list-style-type: none"> Identify and confirm chapters for the report <p>April – August</p> <ul style="list-style-type: none"> Undertake Listening Tour <p>June</p> <ul style="list-style-type: none"> Write to external organisations / government departments seeking information on the 2012–2013 financial year <p>April – July</p> <ul style="list-style-type: none"> Research and write chapters <p>August</p> <ul style="list-style-type: none"> Complete first draft of chapters (timing 			<p>September - Legal: Review Chapters</p> <p>November - Communications Assist with launch of report and associated media</p>	<p>Medium</p> <p>It will be important to evaluate the CRTR 2013 given this will be the first report by the National Children's Commissi</p>	<p>Goals 1, 2 and 3</p> <p>Results 1a-1d, 2b -c 3a-3d</p> <p>Indicators 1.1-1.6 2.2-2.3 3.1,3.3-3.5</p>	<p>BURR Children</p>

will be dependent on the extent to which the results of the listening tour are to be included and whether any priorities are going to be identified)

- Review of chapters by National Children's Commissioner
- Finalise chapters
- Seek comments/editing if required (Legal, contributors)

September

- Send draft report to Commissioners for their information
- Send draft report to AGD and FaHCSIA for their information

September –October

- Lay out and print report to Parliament, children's version and web version

October

- Transmit the CRTR 2013 to the Attorney-General

TBC by Attorney-General

- Table the CRTR 2013 in Parliament (final confirmed sitting day for Parliament is 31 November 2013)

Within 1-2 days of tabling

- Launch the CRTR 2013

oner. The views of stakeholders could be effectively ascertained through an on-line survey in early 2014.

Capacity	[REDACTED]	EL 2	30% (10.8hrs per week)	30% Big Banter (10.8hrs per week), 30% (10.8hrs per week) - submissions, strategic advocacy, policy contribution, staff management, letters, correspondence, 10% (3.6hrs) speeches.
	[REDACTED]	EL1	45% (9.9hrs per week)	15% (3.3hrs per week) Big Banter; 30% (6.6hrs per week) 10% (2.2hrs per week) strategic advocacy/ correspondence/submissions/other. Employed 3 days per week
	[REDACTED]	APS 5	40% (8.8hrs per week)	10% (2.2hrs per week) Big Banter; 40% (8.8hrs per week) 10% (2.2hrs per week) strategic advocacy /correspondence/submissions/other. Employed 3 days per week
	[REDACTED]	APS 3	10% (3.6hrs per week)	70% (25.2hrs per week) Big Banter; 20% (7.2hrs per week) letters, correspondence/other.
1 st Strategic Advocacy Area	<ul style="list-style-type: none"> Justice Re-investment with SJT. 			
Capacity	[REDACTED]	EL2 - 10%		
2 nd Strategic Advocacy Area	<ul style="list-style-type: none"> Access to Justice with DRT. 			
Capacity	[REDACTED]	EL 1 - 5%		
3 rd Strategic Advocacy Area	<ul style="list-style-type: none"> Manual on sexual harassment for young people with SDT 			
Capacity	[REDACTED]	APS 5- 5%		

(g) Civil and Political Rights Team

Detailed plans for the following CRPT projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team CPRT:	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level (Min, med, depth, external)	Relevant Strategic Goals/ Results/ Indicators	Contributes to: VHB, BURR SIC, Children, Cyberspace	Commission comment														
Program/ Project & Advocacy title:																				
Project 1: Snapshot report on 'the state of the system'	<p>June-November 2013</p> <ul style="list-style-type: none"> Prepare high-level, strategic snapshot report on key human rights issues in immigration detention and asylum system (onshore and offshore) Public launch of report October 2013 Report promotion and distribution, community engagement, media engagement Follow up advocacy, meetings with key decision makers 	<p>Input from: CET (community engagement)</p> <p>Communications (public launch, report distribution and promotion, media engagement)</p> <p>Legal, ICS and CRT (review report)</p> <p>SET (evaluation)</p>	Medium	Goal 2 Results 2b, 2c Indicators 2.2, 2.3	BURR SIC Children															
Capacity	<table border="1"> <thead> <tr> <th>Project team</th> <th>Grade</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td></td> <td>A/g EL2</td> <td>0.1</td> </tr> <tr> <td></td> <td>EL1</td> <td>0.2</td> </tr> <tr> <td></td> <td>APS 6</td> <td>0.1</td> </tr> <tr> <td></td> <td>APS 5</td> <td>0.1</td> </tr> </tbody> </table> <p>Capacity needed: External consultant to design and layout report</p>	Project team	Grade	FTE		A/g EL2	0.1		EL1	0.2		APS 6	0.1		APS 5	0.1				
Project team	Grade	FTE																		
	A/g EL2	0.1																		
	EL1	0.2																		
	APS 6	0.1																		
	APS 5	0.1																		
Project 2: Ten year review of A Last Resort?	<p>June 2013-mid 2014</p> <ul style="list-style-type: none"> Internal review of A Last Resort? and detailed cross- 	CRT (detention visit/s, interviews, roundtables, report input)	Medium	Goal 2 Results 2b, 2c Indicators 2.2,	Children BURR SIC															

<p>National Inquiry into Children in Immigration Detention</p>	<p>team planning</p> <ul style="list-style-type: none"> Monitoring and engagement with DIAC, Minister's office, NGOs and other key stakeholders Visits to detention facilities housing families and unaccompanied minors Potential interviews with children detained during <i>A Last Resort?</i> Expert roundtables Public report launch Report promotion and distribution, community engagement, media engagement Follow up advocacy, meetings with key decision makers 	<p>Legal (detention visit/s, roundtables, report input and legal review)</p> <p>CET (community engagement)</p> <p>Communications (public launch, report promotion and distribution, media engagement)</p> <p>ICS (detention visit/s, report review)</p> <p>SET (evaluation)</p>	<p>2.3</p>															
<p>Capacity</p>	<table border="1"> <thead> <tr> <th>Project team</th> <th>Grade</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>██████</td> <td>A/g EL2</td> <td>0.2</td> </tr> <tr> <td>██████</td> <td>EL1</td> <td>0.2</td> </tr> <tr> <td>██████</td> <td>APS 6</td> <td>0.2</td> </tr> <tr> <td>██████</td> <td>APS 5</td> <td>0.2</td> </tr> </tbody> </table> <p>Capacity needed: Consultant child psychiatrist for detention visits; consultant for report design</p>	Project team	Grade	FTE	██████	A/g EL2	0.2	██████	EL1	0.2	██████	APS 6	0.2	██████	APS 5	0.2		
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██████	APS 6	0.2																
██████	APS 5	0.2																
<p>1st Strategic Advocacy Area: Community engagement on asylum seekers and immigration detention</p>	<p>Concentrated work May-July 2013, then ongoing maintenance</p> <ul style="list-style-type: none"> Develop key public messages aimed at increasing awareness and countering common myths Review, update and redesign immigration content on AHRC website (including new key issues factsheets) Review and update immigration content 	<p>CPRT to seek input and advice from CET and Communications as required</p> <p>LS as required</p>	<p>Minimum</p> <p>Goal 1 Results 1a, 1d</p> <p>Indicators 1.1, 1.2, 1.6</p>	<p>BURR</p> <p>SIC</p> <p>Children</p>														

	<ul style="list-style-type: none"> on Something in Common Develop strategy for promotion and distribution of work products through traditional and new media 																			
Capacity	<table border="1"> <thead> <tr> <th>Project team</th> <th>Grade</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>█</td> <td>A/g EL2</td> <td>0.05</td> </tr> <tr> <td>█</td> <td>APS 6</td> <td>0.1</td> </tr> <tr> <td>█</td> <td>APS 5</td> <td>0.1</td> </tr> </tbody> </table>	Project team	Grade	FTE	█	A/g EL2	0.05	█	APS 6	0.1	█	APS 5	0.1							
Project team	Grade	FTE																		
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█	APS 6	0.1																		
█	APS 5	0.1																		
2nd Strategic Advocacy Area: Immigration detention and asylum policy	<p>May-September 2013 (then assess post-election)</p> <p>Internal and external monitoring, engagement and advocacy on priority issues:</p> <ul style="list-style-type: none"> enhanced screening process and involuntary returns refugees with adverse security assessments prolonged detention of 'persons of interest to AFP' alternatives to detention bridging visas and work rights <p>Key speeches by President:</p> <ul style="list-style-type: none"> RACS event on third country processing 6 June DIAC seminar June 	<p>Minimal impact on:</p> <p>Legal (input, where required, on letters, speeches, submissions)</p> <p>Communications (media releases, President's media engagement)</p>	Minimum	Goal 2 Results 2b, 2c Indicators 2.2, 2.3	BURR															
Capacity	<table border="1"> <thead> <tr> <th>Project team</th> <th>Grade</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>█</td> <td>A/g EL2</td> <td>0.1</td> </tr> <tr> <td>█</td> <td>EL1</td> <td>0.1</td> </tr> <tr> <td>█</td> <td>APS 6</td> <td>0.05</td> </tr> <tr> <td>█</td> <td>APS 5</td> <td>0.05</td> </tr> </tbody> </table>	Project team	Grade	FTE	█	A/g EL2	0.1	█	EL1	0.1	█	APS 6	0.05	█	APS 5	0.05				
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█	EL1	0.1																		
█	APS 6	0.05																		
█	APS 5	0.05																		
3rd Strategic Advocacy Area: OPCAT and immigration	<p>May 2013-ongoing</p> <ul style="list-style-type: none"> Watching brief with AGD on OPCAT ratification Distribution and promotion of <i>Human</i> 	<p>Assistance required from Legal (review of DIAC)</p>	Minimum	Goal 2 Result 2c Indicator 2.3	BURR															

detention standards	<i>Rights Standards for Immigration Detention</i>			standards)	Goal 3 Results 3b, 3c Indicator 3.3
	<ul style="list-style-type: none"> Integration of <i>Human Rights Standards for Immigration Detention</i> into our public reports in 2013-14 Potential input into review of DIAC standards for immigration detention (mid-2013) 			ICS (potential input into review of DIAC standards)	
Capacity	Project team	Grade	FTE		
	██████	Avg EL2	0.05		
	██████	EL1	0.05		
Organisational business	List staff	Grade	FTE		
	██████	Avg EL2	0.1		
	██████	EL1	0.05		
	██████	APS 6	0.05		
	██████	APS 5	0.05		
Total team capacity	List staff	Grade	FTE	Total capacity for projects/advocacy/organisational business	
	██████	Avg EL2	0.6		
	██████	EL1	0.6		
	██████	APS 6	0.5		
	██████	APS 5	0.5		

(h) Community Engagement Team

Detailed plans for the following CET projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

*Priority: BURR (Building understanding and respect for rights) or VHB (Tackling violence, harassment and bullying)

Team: CET	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level (Min, med, depth, external)	Relevant Strategic Goals/ Results/ Indicators,	Contributes to: VHB, BURR SIC, Children, Cyberspace Business	Commission comment									
Human rights education and training program:															
Something In Common	<p>July 13 – Update BackMeUp pages on Something In Common</p> <p>June/July 13 – support CRT listening tour</p> <p>August 13 – use animation to test school strategy (homophobic bullying) for Tell Me A Story</p> <p>Oct 13 – Tell Me A Story – violence against women</p> <p>Jan 14 – Tell Me A Story – child rights</p> <p>March 14 – Tell Me A Story – justice reinvestment</p> <p>June 14 – Project evaluation due</p>	All policy teams for content development CT for media advice	In-depth	Goal 1 Results 1a, 1d Indicators 1.1, 1.2., 1.6	BURR, Cyberspace										
Capacity	<p>Project Lead: [REDACTED] Accountable Manager: [REDACTED]</p> <p>Project team members:</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[REDACTED]</td> <td>EL2</td> <td>0.05</td> </tr> <tr> <td>[REDACTED]</td> <td>EL1</td> <td>0.70</td> </tr> </tbody> </table>						Name	Level	FTE	[REDACTED]	EL2	0.05	[REDACTED]	EL1	0.70
Name	Level	FTE													
[REDACTED]	EL2	0.05													
[REDACTED]	EL1	0.70													
Human Rights Education in	July 13 – submission on Civic and Citizenship curriculum	Policy teams where content	Medium	Goal 1 and 3 Results 1a,	BURR, children										

Schools	<p>July 13 – submission on Business curriculum relevant, August 13 – share mapping/resource LS for review development with internal stakeholders of submissions Ongoing resource development</p>			1c, 3a, 3b, 3c Indicators 1.1, 3.1, 3.3, 3.5											
Capacity	<p>Project Lead: [REDACTED] Accountable Manager: [REDACTED]</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[REDACTED]</td> <td>EL2</td> <td>0.05</td> </tr> <tr> <td>[REDACTED]</td> <td>APS6</td> <td>0.80</td> </tr> </tbody> </table>						Name	Level	FTE	[REDACTED]	EL2	0.05	[REDACTED]	APS6	0.80
Name	Level	FTE													
[REDACTED]	EL2	0.05													
[REDACTED]	APS6	0.80													
Human Rights Education and Advocacy	<p>Aug/Oct 13 – trial skill set with learners Aug/Oct 13 – one training with teachers Dec 13 – evaluation of trial Dec 13 – professional development for teachers nationally June 14 – project evaluation</p>		In-depth	Goal 1 Results 1a, 1b, 1c, 1d Indicators 1.1, 1.2, 1.3, 1.4, 1.5, 1.6	BURR, Business										
Capacity	<p>Project Lead: [REDACTED] Accountable Manager: [REDACTED] Project team members: Lisa Pusey for training advice</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[REDACTED]</td> <td>EL2</td> <td>0.08</td> </tr> <tr> <td>[REDACTED]</td> <td>EL1</td> <td>0.60</td> </tr> </tbody> </table>						Name	Level	FTE	[REDACTED]	EL2	0.08	[REDACTED]	EL1	0.60
Name	Level	FTE													
[REDACTED]	EL2	0.08													
[REDACTED]	EL1	0.60													
Training Strategy	<p>Aug 13 – discussions with APSC and AGD, collate and prepare general training materials Nov 13 – work with IPU on grant applications Dec 13 – pilot training with business Jan 14 – marketing new training calendar March 14 – launch human rights training</p>	Commissioners and policy teams for content ideas and target audiences CT support with marketing	In-depth	Goal 1 and 3 Results 1a, 1b, 1c, 1d 3a, 3c Indicators 1.1, 1.2,	BURR										
Capacity	<p>Project Lead: [REDACTED] Accountable Manager: [REDACTED] Project team members: [REDACTED]</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[REDACTED]</td> <td>EL2</td> <td>0.08</td> </tr> <tr> <td>[REDACTED]</td> <td>EL1</td> <td>0.80</td> </tr> </tbody> </table>						Name	Level	FTE	[REDACTED]	EL2	0.08	[REDACTED]	EL1	0.80
Name	Level	FTE													
[REDACTED]	EL2	0.08													
[REDACTED]	EL1	0.80													

Human Rights Framework - Education	<p>June 13 – host APS Network forum on Twenty Years Twenty Stories (Graeme Inness to present) Sept 13 – Changes to SDA Nov 13 – host APS Network forum on Mature Age employment and stereotypes (Susan Ryan to present) Feb 14 – host APS Network forum on children's rights in conjunction with report release (Megan Mitchell to present) April 14 - host APS Network forum on topic to be decided (Sex topic TBC)</p>	<p>Commissioners and policy teams for preparations and speeches CT support with event</p>	<p>Medium</p>	<p>Goal 1 and 3 Results 1a, 3a, 3b, 3c, 3d Indicators 1.2, 3.1, 3.5</p>	<p>BURR</p>										
Capacity	<p>Project Lead: [redacted] Accountable Manager: [redacted]h Project team members: [redacted]</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[redacted]</td> <td>EL2</td> <td>0.08</td> </tr> <tr> <td>[redacted]</td> <td>APS6</td> <td>0.20</td> </tr> </tbody> </table>						Name	Level	FTE	[redacted]	EL2	0.08	[redacted]	APS6	0.20
Name	Level	FTE													
[redacted]	EL2	0.08													
[redacted]	APS6	0.20													
Cyberbullying – BackMeUp campaign	<p>June 13 – launch competition Sept 13 – announce winners Dec 13 – Project evaluation</p>	<p>CT – media, promotion</p>	<p>Medium</p>	<p>Goal 1 Results 1a, 1b, 1c, 1d Indicators 1.1, 1.2, 1.3</p>	<p>BURR, VHB, children, cyberspace</p>										
Capacity	<p>Project Lead: [redacted] Accountable Manager: [redacted] Project team members: [redacted], Project Manager, [redacted] for links with Human Rights and Internet work, Comms</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[redacted]</td> <td>EL2</td> <td>0.08</td> </tr> <tr> <td>[redacted]</td> <td>EL1</td> <td>0.25</td> </tr> </tbody> </table>						Name	Level	FTE	[redacted]	EL2	0.08	[redacted]	EL1	0.25
Name	Level	FTE													
[redacted]	EL2	0.08													
[redacted]	EL1	0.25													
National Aboriginal and Torres Strait Islander Legal Advocacy Courses (NATSILAC)	<p>July 13 – establish National Course Advisory Board July 13 – engage evaluation consultant</p>		<p>In-depth</p>	<p>Goal 1 Results 1b, Indicators 1.2, 1.3, 1.4, 1.5</p>	<p>BURR,</p>										

Capacity	Project Lead: [redacted] Accountable Manager: [redacted] h Project team members: <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[redacted]</td> <td>EL2</td> <td>0.08</td> </tr> <tr> <td>[redacted]</td> <td>EL1</td> <td>0.13</td> </tr> </tbody> </table>						Name	Level	FTE	[redacted]	EL2	0.08	[redacted]	EL1	0.13
Name	Level	FTE													
[redacted]	EL2	0.08													
[redacted]	EL1	0.13													
Face the Facts	<p>July 13 – internal consultation and development of fact criteria August 13 – data collection Sept 13 – manage consultant Dec 13 – final data provided Feb 14 – final web-product released March 14 – launch</p>	<p>Policy teams Legal - contract</p>	Minimum	Goal 1 and 3 Results 1a, 1c, 3a, 3b, 3c Indicators 1.1, 3.1, 3.3, 3.5	BURR, children										
Capacity	Project Lead: [redacted] Accountable Manager: [redacted] Project team members: [redacted] <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[redacted]</td> <td>EL2</td> <td>0.08</td> </tr> <tr> <td>[redacted]</td> <td>APS</td> <td>0.15</td> </tr> </tbody> </table>						Name	Level	FTE	[redacted]	EL2	0.08	[redacted]	APS	0.15
Name	Level	FTE													
[redacted]	EL2	0.08													
[redacted]	APS	0.15													
Human Rights and Internet	<p>Under rights Talk program: May/June 13 – first cyber seminar Aug 13 – second cyber seminar, Cybersafety summit Mar 14 – third cyber seminar May 14 – fourth cyber seminar Attending meetings through-out the year</p>	<p>Policy teams – to map Commission work in the area</p>	Minimum	Goal 1 and 3 Results 1a, 1c, 3b, 3d Indicators 1.2, 1.4, 1.5, 3.2, 3.3	BURR, VHB, children, cyberspace										
Capacity	Project Lead: [redacted] Accountable Manager: [redacted] Project team members: [redacted] <table border="1"> <thead> <tr> <th>Name</th> <th>Level</th> <th>FTE</th> </tr> </thead> <tbody> <tr> <td>[redacted]</td> <td>EL2</td> <td>0.08</td> </tr> <tr> <td>[redacted]</td> <td>EL1</td> <td>0.10</td> </tr> </tbody> </table>						Name	Level	FTE	[redacted]	EL2	0.08	[redacted]	EL1	0.10
Name	Level	FTE													
[redacted]	EL2	0.08													
[redacted]	EL1	0.10													
Strategic Co-ordination:	<p>June/July 13 – desktop report resources Oct 13 – working group meeting</p>	CT support for external	Medium	Goal 1 Results – 1c											

BURR/VHB Program (BURR now under the auspice HRE training program)	June 13 – evaluation report Dec 14 – reports finalised	communication		Indicators- 1.1, 1.2, 1.3, 1.4		
Capacity	Project Lead: [redacted] Accountable Manager: [redacted]					
	Name	Level	FTE	Comments		
	[redacted]	EL2	0.08			
	[redacted]	EL1	0.20			
	Other BURR activity areas:					
	Name	Level	FTE	Comments		
	[redacted]	EL1	0.05	Sports		
	[redacted]	EL1	0.05	Business		
Organisational business (working groups etc.)	Name	Level	FTE			
	[redacted]	EL2	0.18			
	[redacted]	EL1	0.26			
	[redacted]	EL1	0.12			
	[redacted]	APS6	0.13			
	[redacted]	APS6	0.18			
	[redacted]	APS6	0.28			
Total team capacity	Name	Level	Actual FTE	Total 13-14 Workplan FTE		
	[redacted]	EL2	0.80	0.9		
	[redacted]	EL1	1.0	1.0		
	[redacted]	EL1	0.20	0.20		
	[redacted]	EL1	0.8	0.8		
	[redacted]	APS6	1.0	1.0		
	[redacted]	APS6	1.0	1.0		
	[redacted]	APS6	1.0	1.0		
Emerging issues						

(i) Disability Rights Team

Detailed plans for the following DRT projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team: DRT	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level (Min, med, depth, external)	Relevant Strategic Goals/ Results/ Indicators,	Contributes to: VHB, BURR SIC, Children, Cyberspace	Commission comment																				
Program/ Project & Advocacy title:																										
Project 1 Access to Justice (December review for next steps)	<ul style="list-style-type: none"> Issues Paper April 13 Roundtable April 22 Listening Tour and CRPD Training Workshops 14 Consultations/Workshops May – August Launch of Report November Internal evaluation report - December 	SJT Comms Legal Children's	Min level internal	Goal 1/1b&1d/1.3 Goal 2/2b/2.3	BURR VHB Children SIC																					
	<p>List project team (should inc cross team staff if substantive)</p> <table border="1"> <thead> <tr> <th></th> <th>Grade</th> <th>FTE</th> <th>Capacity needed</th> </tr> </thead> <tbody> <tr> <td>██████████ (Accountable Manager)</td> <td>EL2</td> <td>1</td> <td>12.5%</td> </tr> <tr> <td>██████████ (Project Lead)</td> <td>EL1</td> <td>1</td> <td>70%</td> </tr> <tr> <td>██████████ (Project team)</td> <td>APS ¾</td> <td>0.5</td> <td>50%</td> </tr> <tr> <td>██████████ (Project team)</td> <td>EL1</td> <td>1</td> <td>15%</td> </tr> </tbody> </table> <p>NOTE CR: July-Nov 80%, Dec-June 65% SW: Jul-Sept 60%, Oct-Nov 50%, Dec-June 40% HP: July-Aug 10%, Sept-Nov 20%, Dec-June 10%</p>		Grade	FTE	Capacity needed	██████████ (Accountable Manager)	EL2	1	12.5%	██████████ (Project Lead)	EL1	1	70%	██████████ (Project team)	APS ¾	0.5	50%	██████████ (Project team)	EL1	1	15%					
	Grade	FTE	Capacity needed																							
██████████ (Accountable Manager)	EL2	1	12.5%																							
██████████ (Project Lead)	EL1	1	70%																							
██████████ (Project team)	APS ¾	0.5	50%																							
██████████ (Project team)	EL1	1	15%																							
Project 2 CRPD Appearance Australia (Ends December then moves to SA)	<ul style="list-style-type: none"> Meeting with Government (DFAT, AGs, FaHSCIA): 26 April 13 Meetings with NGOs: May 13 Review of list of issues: May 13 Preparation fact sheets: ongoing – July Preparation for side event: ongoing – August Arrange Committee Member meetings: ongoing – August 	Comms Legal CET	Min level internal	Goal 1/1b, 1c & 1d/1.1 & 1.3 Goal 3/3a & 3b/3.2 & 3.3	BURR VHB SIC																					

	<ul style="list-style-type: none"> • Appearance September • Follow up to appearance, including capacity building training: September – December 					
Capacity	<p>List project team (should inc cross team staff if substantive)</p> <p>██████████ (Accountable Manager & Project Lead)</p> <p>██████████ (Project Team)</p> <p>NOTE HP: July-Aug 50%, Sept 70%, Oct-Dec 40%, Jan-Feb 30%. SW: July-Sept 10%</p>	<p>Grade</p> <p>EL2</p> <p>APS3/4</p>	<p>FTE</p> <p>1</p> <p>0.5</p>	<p>Capacity needed</p> <p>45%</p> <p>10%</p>		
Project 3 Twenty Years: Twenty Stories (Staggered – ends Dec 13)	<ul style="list-style-type: none"> • On-going screenings for dissemination of information and discussion on disability issues • A teaching resource (ICS; policy teams; Disability Legal Centres; State Commissions; Universities; TAFE; • Broadcasting rights • Film festival entry • Promotion of the Commission with philanthropic and corporate sponsors • Promotion of the resource within the Commission for relevant ongoing use. 	<p>Communications (10% EL1); Legal; CET.</p>	<p>July - Med Dec – Min</p>	<p>Goal 1/1b/1.2 &1.5</p>	<p>BURR Children SIC</p>	
Capacity	<p>List project team (should inc cross team staff if substantive)</p> <p>██████████ (Accountability Manager & Project Lead)</p> <p>██████████ (Project Team)</p> <p>██████████ (Project Team)</p>	<p>Grade</p> <p>EL2</p> <p>EL1</p> <p>APS3/4</p>	<p>FTE</p> <p>1</p> <p>1</p> <p>0.5</p>	<p>Capacity needed</p> <p>15%</p> <p>10%</p> <p>2.5%</p>		
Project 4 International Participation (Administration of external funding)	<p>Administration of a FaHSCIA program to support the participation of DPOs and DAOs at international events related to the Disability Convention.</p> <ul style="list-style-type: none"> • Listing events on web site (events to be identified) • Assessment of funding proposals • Perusal of Post-event reports • Development of performance reports August 13 & February 14 				<p>BURR</p>	
Capacity	<p>List project team (should inc cross team staff if substantive)</p> <p>██████████</p> <p>██████████</p> <p>██████████</p>	<p>Grade</p> <p>EL2</p> <p>EL1</p> <p>APS3/4</p>	<p>FTE</p> <p>1</p> <p>1</p> <p>0.5</p>	<p>Capacity needed</p> <p>10%</p> <p>5%</p> <p>5%</p>		
Project 5 Violence against people with	<p>Current work is scoping. Earliest start date is October if CRPD Appearance is postponed. Otherwise January 2014.</p>				<p>VHB Children</p>	

<p>disability in institutional settings (Staggered. Commences Jan 14)</p>				
<p>Capacity</p>	<p>List project team (should inc cross team staff if substantive) ██████████ (Accountable Manager & Project Lead) ██████████</p>	<p>Grade EL2 EL1</p>	<p>FTE 1 1</p>	<p>Capacity needed 5% 5%</p>
<p>1st Strategic Advocacy Area NDS & NDIS</p>	<p>Majority of activity by Commissioner Innes (participates in meetings, advisory groups and liaison with ministers)</p>			
<p>Capacity Watching brief. Commissioner's work likely to increase with launch of NDIS pilot sites.</p>	<p>List project team (should inc cross team staff if substantive) ██████████ ██████████</p>	<p>Grade EL2 EL1</p>	<p>FTE 1 1</p>	<p>Capacity needed 0.25% 0.25%</p>
<p>2nd Strategic Advocacy Area Sterilisation</p>	<p>Responding to Senate Committee Report, possible brief for new government and liaison with other organizations (June particularly)</p>			
<p>Capacity Not intended to be large amount of work - response to report.</p>	<p>List project team (should inc cross team staff if substantive) ██████████ ██████████</p>	<p>Grade EL2 EL1</p>	<p>FTE 1 1</p>	<p>Capacity needed 0.25% 0.25%</p>
<p>3rd Strategic Advocacy Area Children & Young People with Disability</p>	<p>Support work for Commissioner Mitchell</p>			
<p>Capacity Intermittent work. Support to Commissioner Mitchell</p>	<p>List project team (should inc cross team staff if substantive) ██████████ ██████████</p>	<p>Grade EL2 EL1</p>	<p>FTE 1 1</p>	<p>Capacity needed 0.25%</p>

4th Strategic Advocacy Area Mental Health	Important that the Commission be strategically involved in preliminary discussions about a Human Rights framework			
Capacity	List project team (should inc cross team staff if substantive)	Grade	FTE	Capacity needed
Intermittent work. Participation in occasional telecom and advice on HRBA in Report Card	[REDACTED]	EL2	1	10%
	[REDACTED]	EL1		
5th Strategic Advocacy Area Parents with Disability	Supporting State Commissions in their work for parents with disability			
Capacity	List project team (should inc cross team staff if substantive)	Grade	FTE	Capacity needed
	[REDACTED]	EL2		
	[REDACTED]	EL1	TBC	
Organisational business (working groups etc.)	List staff	Grade	FTE	Capacity allocated
	[REDACTED]	EL2	2.5% BURR + 1% George Institute Committee	
	[REDACTED]	EL1	2.5% BURR + 2.5% DAP Committee + STVP	TBC
	[REDACTED]	APS 3/4		
Total team capacity	List staff	Grade	FTE	Total capacity designated for projects/advocacy/organisational business
	[REDACTED]	EL2	1	87.5% (plus intermittent SA)
	[REDACTED]	EL1	1	80% (plus SA, particularly on sterilisation and parents with disability)
	[REDACTED]	APS3/4	0.5	62.5% (Other 0.5 is EA to Commissioner Innes)
Emerging issues	<ul style="list-style-type: none"> • Application for temporary exemption from Cth regarding Australian Disability Enterprises (mainly Legal and SET) • Australian Standards observer member to receive notice of meetings and papers and attend occasional critical meetings 			

(j) Race Discrimination Team

Detailed plans for the following RDT projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level (Min, med, depth, external)	Relevant Strategic Goals/ Results/ Indicators	Contributes to: VHB BURN SIC Children Cyberspace	Commission comment														
Program/ Project & Advocacy title: Project 1 National Anti-Racism Strategy <i>INB in 2013-14 this comprises Racism It Stops with Me campaign activities in priority sectors (business, sport and youth) and discrete sub-projects with business, education, police and health</i>	July 13 Racism in health sector advocacy paper completed November 13 Workplace Diversity Audit Tool launched February 14 Diversity training and policing forum held TBC June 14 Anti-racism education resources completed	CT Support launch/is, media, web support CET Align campaign with Something in Common, education resource development SJT Collaborate on health project SET Evaluation support LT Contracts	In depth, external	Goal 1 Results 1a-d Indicators 1.1-1.6 Goal 2 Indicator 2.3 Goal 3 Results 3b, 3d Indicators 3.3-3.5 Goal 4 Result 4d Indicator 4.6	High: VHB Med: BURN SIC Children Cyberspace															
Capacity	List project team <table border="1"> <thead> <tr> <th>Grade</th> <th>FTE</th> <th>Capacity needed</th> </tr> </thead> <tbody> <tr> <td>EL2</td> <td>1.0</td> <td>0.5</td> </tr> <tr> <td>EL1</td> <td>1.0</td> <td>0.7 until February 2014</td> </tr> <tr> <td>APS5</td> <td>1.0</td> <td>0.5 until November 2013</td> </tr> <tr> <td>APS5</td> <td>1.0</td> <td>0.7</td> </tr> </tbody> </table>	Grade	FTE	Capacity needed	EL2	1.0	0.5	EL1	1.0	0.7 until February 2014	APS5	1.0	0.5 until November 2013	APS5	1.0	0.7				
Grade	FTE	Capacity needed																		
EL2	1.0	0.5																		
EL1	1.0	0.7 until February 2014																		
APS5	1.0	0.5 until November 2013																		
APS5	1.0	0.7																		
1st Strategic Advocacy Area <i>Racial hatred</i>	Mid-late 13 Web information/possible discussion paper on purpose and effect of racial hatred laws	LT Review	None/min		BURN															
Capacity	List staff members <table border="1"> <thead> <tr> <th>Grade</th> <th>FTE</th> <th>Capacity on this project</th> </tr> </thead> <tbody> <tr> <td>EL2</td> <td>1.0</td> <td>0.05</td> </tr> </tbody> </table>	Grade	FTE	Capacity on this project	EL2	1.0	0.05													
Grade	FTE	Capacity on this project																		
EL2	1.0	0.05																		

	██████████	EL1	1.0	0.1	
2nd Strategic Advocacy Area <i>Temporary migrant workers</i>	Mid-late 13 Internal discussion paper on migrant workers and racial equality to inform future Commission work				VHB
Capacity	List staff members	Grade	FTE	Capacity on this project	
	██████████	EL2	1.0	0.05	
	██████████	APS5	1.0	0.1	
Organisational business (working groups etc.)	List staff	Grade	FTE	Capacity allocated	
	██████████	EL2	1.0	0.1	
	██████████	EL1	1.0	0.1	
	██████████	APS5	1.0	0.2	
	██████████	APS5	1.0	0.1	
Total team capacity	List staff	Grade	FTE	Total capacity for projects/advocacy/org business	
	██████████	EL2	1.0	0.7	
	██████████	EL1	1.0	0.9	
	██████████	APS5	1.0	0.7	
	██████████	APS5	1.0	0.9	
Emerging issues	We hope that a new Race Discrimination Commissioner will be appointed in mid 2013 which will influence 2013-14 planning.				

(k) Sex Discrimination Team

Detailed plans for the following SDT projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team:	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level (Min, med, depth, external)	Relevant Strategic Goals/ Results/ Indicators	Contributes to: VHB* BARR* SIC, Children, Cyberspace	Commission comment
Program/ Project & Advocacy title:						
Project 1 Sexual harassment <ul style="list-style-type: none"> • resource • campaign 	Feb 2013: establish campaign partnership with ACCI and ACTU July 2013: finalise and launch revised employer resource Sept 2013: campaign planning, including designing campaign, developing campaign resources and creating a monitoring and evaluation plan Oct – Dec 2013: conduct 3-month workplace education campaign, including sexual harassment-free Christmas party and focus on sexual harassment during 16 days of activism on violence against women Feb 2014: project evaluation report	CT: publication and launch CET: promote through SIC SET: assist with M&E	Med	Goal: 1, 3 Results: 1(c), 2(c), 3(b), 3(d) Indicators: 1.2-1.3, 1.5, 3.1, 3.3	VHB BARR SIC	
Capacity	List project team (inc cross team staff if substantive) 1 x EL1 – 35% (until Feb 2014) 1 x EL2 – 5% (until Feb 2014) 1 x SET – 5% (until Feb 2014)	Grade	FTE	Capacity needed		
Project 2 Gender Stereotyping <ul style="list-style-type: none"> • Toolkit • Education resource 	May 2013: Project planning May – July 2013: Researching and drafting toolkit and resource August 2013 : Review and layout of toolkit and resource September- October 2013: Online launch of toolkit and resource; project evaluation	CET: development of human rights education resource; promote toolkit through SIC CT: publication	Med	Goal 1, 3 Results: 1(a), 3(b) Indicators: 1.1, 1.2, 3.1.	BARR	

		and launch of toolkit and education resource SET: assist with M&E				
Capacity	List project team (inc cross team staff if substantive) 1 x EL1 80% (May – October 2013) 1 x EL2 5% (May – October 2013)	Grade	FTE	Capacity needed		
Project 3 Pregnancy and return to work after parental leave research project • Survey • Roundtables and consultations • Report	Establishment of project and advisory group (Jun – Jul 2013) Prevalence Survey (Aug – Oct 2013) Roundtables and consultations (Oct 2013-Jan 2014) Report – due 31 May 2014	Potential impact on Legal and Complaints Potential impact on communications around announcement, consultations and launch of report.		Med	Goal 2, 3 Results: 2(c), 3(b) Indicators: 2.2, 2.3, 3.1	BURR
Capacity	List project team (inc cross team staff if substantive) 1 x EL2 30% 1 x EL1 100% 1 x APS 6 100% 1 x APS 4 30%	Grade	FTE	Capacity needed		
1st Strategic Advocacy Area: Increasing women's economic security	Valuing Unpaid Caring Work: ongoing advocacy for options for reform and continued promotion of reports and toolkit • Ongoing advocacy on Paid Parental Leave scheme (member of PPL Review Advisory Group) • Equal Pay Day: 1 September 2014			Low	Goal: 1, 3 Results: 1(d), 3(a) 3(b), 3(d) Indicators: 1.2 and 1.6, 3.1, 3.2, 3.3.	BURR
Capacity	List staff members 1 x EL2 – 15%	Grade	FTE	Capacity on this project		
2nd Strategic Advocacy Area: Promoting women's leadership	• Male Champions of Change: public launch in November 2014 (minimal ongoing involvement). • Women in male dominated industries project -	Janet Menzies has been engaged by the MCCs as the		Low	Goal: 1, 3 Results: 1(a) 1(d), 3(a), 3(d) Indicators: 1.2	BURR

	<p>moderating forums, promoting resource and ongoing advocacy.</p> <ul style="list-style-type: none"> CALD leadership project – advisory group 	<p>project manager and secretariat</p>	<p>and 1.6, 3.1, 3.3.</p>		
Capacity	<p>List staff members</p> <p>1 x EL2 – 15%</p>	<p>Grade</p>	<p>FTE</p>	<p>Capacity on this project</p>	
3rd Strategic Advocacy Area: Preventing violence against women and sexual harassment	<ul style="list-style-type: none"> Monitoring National Plan to Reduce Violence against women and their children, and the Centre of Excellence Ongoing advocacy on domestic violence as a workplace issue and a ground of discrimination 16 Days Campaign/ International day to Eliminate violence against women: 25 Nov– 10 December. Violence against women with disability project – advisory group; contributing to Commission’s advocacy on forced sterilization of women with disability Trafficking and slavery: ongoing representation in national forums, ongoing advocacy; and contribution to development of new national plan. Includes consideration of issues such as forced marriage. 	<p>Consultation with CRT and RDT on forced marriage; consultation with CRT on child trafficking and slavery.</p>	<p>Med</p>	<p>Goal: 1, 3 Results: 1(b) and 1(c), 3(b), 3(d) Indicators: 1.1 and 1.6, 3.1, 3.3.</p>	<p>VHB</p>
Capacity	<p>List staff members</p> <p>1 x EL2 – 15%</p> <p>1 x EL1 – 15%</p>	<p>Grade</p>	<p>FTE</p>	<p>Capacity on this project</p>	
4th Strategic Advocacy Area: Strengthening gender equality mechanisms and legal protections	<ul style="list-style-type: none"> Implementation of SDA amendments Ongoing advocacy on developments under WGEA Act and Fair Work Act CSW 58 2014 – unpaid caring: Sept 2013 – February 2014 planning and development. March/April 2014 participate in and report on CSW 58 International Women’s Day: 9 March 2014. CEDAW periodic report: January – June 2014 Contributing to development of APF training 		<p>Med</p>	<p>Goal: 1, 3 Results: 1(a) 1 (c) 1(d), 3(b) 3(d) Indicators: 1.1 and 1.6, 3.1, 3.2, 3.3, 3.5.</p>	<p>VHB BARR</p>

	manual and program on gender equality and women's human rights			
Capacity	List staff members 1 x EL2 – 15% 1 x EL1 – 30%	Grade	FTE	Capacity on this project
Organisational business (working groups etc.)	BURR Working Group - [redacted] EL1 – 10 hours / year Evaluation Interest Group - [redacted] EL1 – 10 hours / year EL1 Group - [redacted] EL1 – 6 hours / year VH&B Working Group - [redacted] EL2 – 10 hours / year Policy Managers Group - [redacted] EL2 – 30 hours / year RAP Committee - [redacted] EL2 – 10 hours/year Social Media Group - [redacted] – 5 hours/ year each			
Total team capacity	EL2 – FTE EL1 – FTE Plus staff/ consultants for pregnancy and return to work after parental leave research project			
Emerging issues	<ul style="list-style-type: none"> Defence Review – final reports on implementation to be tabled in February 2014. FGM Sexual harassment code 			

(l) Sexual Orientation Gender Identity and Intersex

Detailed plans for the following SOGII projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team:	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level (Min, med, depth, ext.)	Relevant Strategic Goals/ Results/ Indicators.	Contributes to: VHB, BURR SIC - Children, Cyberspace	Commission comment
Project 1 State of the nation LGBTI14	<ul style="list-style-type: none"> Dec - Feb 2014 – research and drafting March 2014 – consultation with LGBTI stakeholders on recommendations April 2014 – finalisation of draft and desktop publishing May 2014 – launch. 	Legal – potential review of legal aspects Comms – media release	Med	Results 1d, 2b, 3b Indicators 1.1, 2.3, 3.1	BURR	

		and news story			
Capacity	List project team (inc cross team staff if substantive)	Grade	FTE	Capacity needed	
	██████████	EL1	0.25		
Project 2 Homophobic bullying in schools	<ul style="list-style-type: none"> • May - July 2013 – scoping and research • June 2013 – call for input • July - Sept 2013 – consultation and drafting • Oct - Nov 2013 – finalisation & launch 	CET, CRT	Med	Results 1c Indicators 1.3	VBH
Capacity	List project team (inc cross team staff if substantive)	Grade	FTE	Capacity needed	
	██████████	EL1	0.25		
Project 3 Implementing SOGII Bill and related strategies	<ul style="list-style-type: none"> • May-October 2013 – implementation, education strategies • Ongoing – promotion and education, updating website 	Legal review. ICS updating complaints resources, staff training	Min	Results 1b Indicators 1.4, 1.5	BURR
Capacity	List project team (inc cross team staff if substantive)	Grade	FTE	Capacity needed	
	██████████	EL1	0.2		
Strategic Advocacy Area Improving Data Collection	<ul style="list-style-type: none"> • March 2013 – submission to ABS on Sex Standard • May 2013 – submission to ABS on Census • May-August 2013 – possible AGD/ABS/AHRC Roundtable and high level meetings • Ongoing advocacy 	SDT	Min	Results 2b Indicators 2.3	
Capacity	List staff members	Grade	FTE	Capacity on this project	
	██████████	EL1	0.1		
Organisational business (working groups etc.)	List staff	Grade	FTE	Capacity allocated	
	██████████	EL1	0.2		
Total team capacity		Grade	FTE	Total capacity used in projects/ advocacy/organisational business	Comments
	██████████	EL1	1.0		
Emerging issues					

(m) Social Justice Team

Detailed plans for the following SJT projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team: Social Justice Team (SJT)	Key Milestones & Timeline	Operational Factors (Include impact on other teams)	M&E Level (Min, Med, In-depth, External)	Will directly contribute to: Strategic Goals/Results/Indicators, Priority*	Commission Comment
Project / Program & Advocacy Title:					
Project 1 - Social Justice and Native Title Report 2013	<p>Feb-Mar 13 – Identify and confirm chapters for the report.</p> <p>Mar-Jun 13 – Undertake Community Consultations (Woorabinda, Bourke).</p> <p>Mar-Jul 13 – Research and write chapters.</p> <p>Jun 13 – Write to external organisations / govt seeking information on the 12/13 financial year.</p> <p>Aug 13 – First draft of report completed (subject to SJT review). Chapters finalised and comments sought from Legal (other contributors).</p> <p>Sept 13 – Draft Report to Commissioners (info). Draft Report to AGD and FaHCSIA (info).</p> <p>Sept-Oct 13 – Lay-out and print report, community guide and web version.</p> <p>Oct 13 – Transmit report to AGD.</p> <p>TBC – Table report in Parliament (final sitting day confirmed as 31 November 2013).</p> <p>TBC – Launch of report will occur within 1-2 days of tabling.</p>	<p>Cross-team implications:</p> <p>Legal (review report);</p> <p>Communications (launch and report promotion)</p> <p>Other resources: Nil</p>	Medium	Goals 1, 2 & 3 Priority - BURR	
Capacity	<p>Staffing [redacted] at 10%; [redacted] at 60%; [redacted] at (50% @ 3 d/pw – 80% @ 5 d/pw); [redacted] at 5%; [redacted] at 40%; [redacted] at 70%; [redacted] at 5%.</p>				
Project 2 - National Strategy - Declaration on the Rights of	<p>Jul-Dec 13 – Facilitate thematic dialogue meetings (with Aboriginal community, govt and business).</p> <p>February 14 – Finalise reports from each</p>	<p>Cross-team implications:</p> <p>Finance (management of grant funds);</p> <p>Communications (media)</p>	Medium	Goals 1, 2, 3 & 4 Priority - BURR	

Indigenous People	<p>dialogue meeting. Mar-Apr 14 – Convene a consolidated dialogue meeting to finalise agreed positions / identified strategies from each dialogue meeting. May-Jul 14 - Conduct targeted stakeholder consultation (on-line surveys, submission process). Jul-Oct 14 – Develop a framework for the implementation of the Declaration. Oct-Nov 14 – Convene a National Summit to deliver the implementation strategy.</p>	<p>Race Team LS contracts Other resources: Nil</p>	
Capacity	Staffing: [redacted] at 45%; [redacted] at 5%; [redacted] at 15%; [redacted] at 15%; [redacted] at 5%.		
Project – Close the Gap Secretariat	<p>Ongoing – Preparation and hosting CTG Steering Committee and NHLF meetings. Jul-Dec 13 – Advancing the development of the National Plan. Feb 14 - Prime Minister's CTG Report and CTG Steering Committee Shadow Report Mar 14 – National CTG Day Annual NRL Round</p>	<p>Cross-team implications: Legal (review chapters in shadow report); Finance (management of grant funds); Communications (campaign media) Other resources: Nil</p>	<p>Minimum Goal 3 Priority - BARR</p>
Capacity	Staffing: [redacted] at 5%; [redacted] at 95%.		
Project - Indigenous Peoples Organisation (IPO) Network	<p>Jun 13 – IPO Network Meeting (EMRIP Preparation). Jul-Sept 13 – Funding Reports (FaHCSIA) International Engagements Sept 13 – IPO Network Meeting (Sydney) Dec 13 – Election of Co-Chairs Dec 13 – Finalise MoU with FaHCSIA Feb 14 – IPO Co-Chairs and SJC funding meeting. Mar-Apr 14 – Funding Application Process opens April 2014 – IPO Network Meeting (UNPFII Preparation)</p>	<p>Cross-team implications: Legal (review MoU); Finance (management of grant funds). Other resources: Nil</p>	<p>Medium Goals 1 & 2 Priority - BARR</p>
Capacity	Staffing: [redacted] at 15%; [redacted] at 5%; [redacted] at 60%.		

Project - Indigenous Human Rights Network Australia (IHRNA)	Jul 13 – Transfer of Project to UNSW	Cross-team implications: Legal (contracts). Other resources: Nil	Medium	Goals 1 & 2 Priority - BURR
Capacity	Staffing: [redacted] at 15%; [redacted] at 5%			
Strategic Advocacy Area Justice Reinvestment	Research and respond to issues arising from JR issues, including the JR Campaign.	Cross-team implications: Children's Team Disability Rights Team (Access to Justice Project)	Minimum	Goals 1, 2 & 3 Priority BURR
Capacity	Staffing: [redacted] at 5%; [redacted] at 20%			
Strategic Advocacy Area Constitutional Recognition	Monitor and respond to issues relating to constitutional recognition.	Cross-team implications: Race Team LS as needed.	Minimum	Goals 1, 2 & 3 Priority - BURR
Capacity	Staffing: [redacted] at 5%; [redacted] at 15%			
Strategic Advocacy Area Native Title	Monitor and respond to issues relating to native title reform.	Cross-team implications: Legal (advice)	Minimum	Goals 1, 2 & 3 Priority - BURR
Capacity	Staffing: [redacted] at 30%			
TOTAL TEAM CAPACITY	Name	Level	Actual FTE	Total 12-13 Workplan FTE
	[redacted]	EL2	1.0	1.0
	[redacted]	EL1	1.0	1.0
	[redacted]	EL1	1.0	1.0
	[redacted]	EL1	1.0	1.0
	[redacted]	APS4	1.0	1.0
	[redacted]	APS4	1.0	1.0

(n) Human Rights Scrutiny Team (SET)

Detailed plans for the following SET projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section)

Team	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level Min, med, depth, ext	Relevant Strategic Goals/ Results/ Indicators	Contributes to: VHB, BARR, SIC, Children, Cyberspace	Commission comment
Program/Project & Coordination area title:						
Project 1 Integration and transparency of human rights scrutiny on new website	<p>April – end July 2013:</p> <ul style="list-style-type: none"> Review of all Commission reports and submissions (working back from present) Development of human rights scrutiny pages providing clearer “right by right” access to Commission work, PJCHR and international scrutiny mechanisms (including past and upcoming work; treaty bodies and UPR) Confirm AGD permission to use and adapt human rights guidance materials Preparation of summaries/headnotes including identifying rights engaged Development of model for ongoing production of public resources from submissions etc 	<p>Consultation with Comms, legal and other content owners on website; CET re SIC applications; link to cyberrights seminars; counter-terrorism and other issue based work</p> <p>Discuss with Comms options for digitisation of older content</p>	Min	Goal 3 Results 3b, 3c Indicators 3.1, 3.3, 3.5	BARR, SIC	
Capacity	<p>██████████ EL2 0.4 FTE ██████████ APS6/5 0.3 FTE</p> <p>Possible intern roles</p>					
Project 2 Human Rights occasional papers	<p>August 2013 –</p> <ul style="list-style-type: none"> Commence implementing series of short publications, events and online forums on ICCPR rights and issues 	Legal, Comms (inc cooperation with RightsTalk series), CET		Goal 1, 2	BARR, SIC	

		(including cooperation re cyberrights program), External participants		
Capacity	██████████ ██████████	EL2 0.4 FTE APS6/5 0.2 FTE Possible intern roles		
1st Strategic Coordination Area Joint Parliamentary Committee	<ul style="list-style-type: none"> Regular monitoring of new Bills: each session Maintenance of register Regular discussion with JPCHR on themes and priorities: each session 	Legal, policy teams input required according to subject. Rapid turnaround of submissions is required.	Min	Goal 3 Results 3b, 3c Indicators 3.1, 3.3, 3.5
Capacity	List staff members ██████████ ██████████ (alternating)	Grade FTE EL2 0.2 APS 5/6 0.5 Possible intern roles	Capacity on this project	
2nd Strategic Coordination Area Consolidation of discrimination and human rights law and related strategies	July 2013 - Work with business and other groups to pursue opportunities for co-operation in compliance strategies pending any progress with Bill	LS, ICS as needed	Med	Goal 3 Results 3b 3c Indicators: 3.3 3.5
Capacity	List staff members ██████████	Grade EL2	FTE 0.1	Capacity on this project
3rd Strategic Coordination area Monitoring of UPR implementation	May- August 2013 Dissemination to / feedback from civil society on mid-term UPR review (when released) based on NHRAP		SES 0.1 FTE, with IPU support	

including NHRAP	<p>July/November 2013: Input to AHRC/ACHRA annual reporting on UPR status</p> <p>December 2013 Commence processes for input to next UPR</p>			
Capacity	<p>List staff members</p> <p>██████████</p> <p>██████████</p> <p>██████████</p>	<p>SES1</p> <p>EL2</p> <p>APS 5/6</p>	<p>0.1 FTE</p> <p>0.2 FTE</p>	
4th Strategic Coordination Area International engagement program	<p>April – June 2013 Update calendar of events</p> <p>Participation in NHRI activities:</p> <ul style="list-style-type: none"> • Ongoing: member of the ICC and its Finance Committee and APF • Handover of role as Chair of the Commonwealth Forum of NHRIs <p>Engagement in regional and global mechanisms:</p> <ul style="list-style-type: none"> • Annually: Participation in the Commission on the Status of Women, Expert mechanism on the Rights of Indigenous Peoples, and Permanent Forum on Indigenous Issues • Manage programs for the participation of Indigenous peoples and also people with disabilities in international fora • specific regional workshops <p>Contribute to technical assistance programs:</p> <ul style="list-style-type: none"> • in China and Vietnam, as well as specific activities in the Philippines, Indonesia, and in the Pacific region • with the ASEAN Inter-governmental 	<p>Multiple teams responsible as follows:</p> <ul style="list-style-type: none"> • Executive, SET, IPU • SDT, SJT, DRT • IPU • IPU / Executive Director 	<p>Min</p>	<p>Goals 3 Results 3a 3b 3.c 3d</p> <p>Indicators 3.1 3.2 3.4 3.5</p> <p>Goals 4 Results 4a</p>

Commission on Human Rights(AIHR)
Management of relationship with DFAT and AusAID: including pursuing opportunities for Strategic Partnership and framing of our participation in activities through a programmatic approach

- DRT, CPRT, SDT, SET
- SET
- SET, IPU

Participation in human rights monitoring processes:

- Preparation for ICCPR reporting
- Preparation for CRPD reporting on progress is due to CEDAW
- Contributions to the work of the special procedures of the UN Human Rights Council may be required during the year.

Capacity	List staff members				Grade	FTE	Capacity on this project
Organisational business (working groups etc.)	List staff	Grade	FTE	Capacity allocated			
	██████████	EL2	0.1				
Total team capacity			FTE	Total capacity used in projects/ advocacy/organisational business	Comments		
	██████████	EL2	0.8		Working 4 day week to reduce excess leave		
	██████████		0.5				
	██████████		0.5				

(o) Policy Coordination and Evaluation (SET)

Detailed plans for the following SET projects are located here: http://intranet/CommissionWorkplan/2013_14/default.aspx (under the Project Plans section).

Team	Key milestones & timeline	Operational factors (Include impact on other teams)	M&E Level (Min, med, depth, external)	Relevant Strategic Goals/ Results/ Indicators	Contributes to: VFB, BARR, SIC, Children, Cyberspace	Commission comment
Strategic Coordination Area Strategic and annual planning coordination <i>Note this Coordination area is led by the Dir. of Policy and Programs</i>	Ongoing reporting and systems activity including: <ul style="list-style-type: none"> • Coordination of 6 Policy Commission Reports • Intern Coordination Program Strategic planning Jan – March 2014 <ul style="list-style-type: none"> • Jan/Feb 14 2015-18 Strategic Plan springboard review, • March – June 2014 Draft and consult. • July 14 submit to Attorney general • 2014-15 Annual Planning: • Dec/Feb Situational Analysis, Team planning, review and consultation, • June 14 Whole of Commission work plan, July 14 Our Agenda. 	All teams planning	Min	Goal 3 Result 3a Goal 4 Result 4a, 4d Indicator 4.1, 4.4, 4.6		
	List staff members Grade FTE Capacity on this area [REDACTED] EL1 0.9 0.4 TBC APS 4/5 0.6 TBC					

Project Monitoring and evaluation support and coordination	<ul style="list-style-type: none"> • Aug 2013 Evaluation • Sept 2013 Evaluation Capacity Building Sustainability Plan (& business case) • Sept 2013 Participation in AES conf. • Dec/Jan 2014 Policy Evaluation report <p>Ongoing</p> <ul style="list-style-type: none"> • 2013-14 Policy project evaluation support, 6-7 projects (inc. 'flagship' projects, 20/20, NARPS, Age stereotypes, Sexual Harassment, campaign) • Coordination of Evaluation consultants, • Capacity building activities: EIG coordination, inductions, training support • External promotion of evaluation work. 	All teams	In depth	Goal 4 Result 4d Indicator 4.6	NA															
Capacity	<table border="1"> <thead> <tr> <th>List staff members</th> <th>Grade</th> <th>FTE</th> <th>Capacity on this project</th> </tr> </thead> <tbody> <tr> <td>█</td> <td>EL1</td> <td>0.9</td> <td>0.4</td> </tr> </tbody> </table>	List staff members	Grade	FTE	Capacity on this project	█	EL1	0.9	0.4											
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Organisational business (working groups etc.)	<table border="1"> <thead> <tr> <th>List staff</th> <th>Grade</th> <th>FTE</th> <th>Capacity allocated</th> </tr> </thead> <tbody> <tr> <td>█</td> <td>EL1</td> <td>0.9</td> <td>0.05 (Incs SharePoint, WHS, EL1 Network)</td> </tr> </tbody> </table>	List staff	Grade	FTE	Capacity allocated	█	EL1	0.9	0.05 (Incs SharePoint, WHS, EL1 Network)											
List staff	Grade	FTE	Capacity allocated																	
█	EL1	0.9	0.05 (Incs SharePoint, WHS, EL1 Network)																	
Total team capacity	<table border="1"> <thead> <tr> <th></th> <th></th> <th>FTE</th> <th>Total capacity used in projects/ advocacy/organisational business</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>█</td> <td>EL1</td> <td>0.9</td> <td>1.5</td> <td>Currently providing capacity to CET for VHB & BURR Working Group management (0.05 of 0.9 FTE)</td> </tr> <tr> <td>TBC</td> <td></td> <td>0.3</td> <td>TBC</td> <td></td> </tr> </tbody> </table>							FTE	Total capacity used in projects/ advocacy/organisational business	Comments	█	EL1	0.9	1.5	Currently providing capacity to CET for VHB & BURR Working Group management (0.05 of 0.9 FTE)	TBC		0.3	TBC	
		FTE	Total capacity used in projects/ advocacy/organisational business	Comments																
█	EL1	0.9	1.5	Currently providing capacity to CET for VHB & BURR Working Group management (0.05 of 0.9 FTE)																
TBC		0.3	TBC																	
Emerging issues	For consideration: SET role regarding ACHRA relationships																			