



# Endmatter

**154 Glossary**

**157 Contacting the Tribunal**

## Glossary

AASB	Australian Accounting Standards Board
AAT	Administrative Appeals Tribunal
AAT Act	<i>Administrative Appeals Tribunal Act 1975</i>
AAT Regulations	<i>Administrative Appeals Tribunal Regulations 1976</i>
AATCAMS	The Tribunal's computerised case management system
ACT	Australian Capital Territory
ADJR Act	<i>Administrative Decisions (Judicial Review) Act 1977</i>
Affirm	The Tribunal may affirm a decision under review. This means that the original decision still stands.
ALD	Administrative Law Decisions
ANAO	Australian National Audit Office
Applicant	Person who has lodged an application for review with the Tribunal.
Application for extension of time	Applications must be made to the Tribunal within a certain time limit. However, an application may be made to the Tribunal to ask for an extension of time in which to lodge an application.
APS	Australian Public Service
ARC	Administrative Review Council
ASIC	Australian Securities and Investments Commission
ASIO	Australian Security Intelligence Organisation
ATSI	Aboriginal and Torres Strait Islander
AWA	Australian Workplace Agreement
COAT	Council of Australasian Tribunals
Conference	Also called a preliminary conference. A conference is conducted by a Tribunal Member or Conference Registrar with both parties present. The purpose of the conference is to identify issues in dispute, to negotiate a settlement of the case or, if settlement is not possible, to prepare a matter for a hearing.
Confidentiality order	The Tribunal may make an order directing that a hearing or part of a hearing be held in private and/or prohibiting or restricting the publication of the names of a party or witnesses. The Tribunal may also give directions prohibiting or restricting the publication of evidence or documents lodged with the Tribunal.
Directions hearings	Directions hearings may be held to deal with procedural matters such as the exchange of statements or documents, or, to clarify issues for a hearing. They may also be held to give directions to ensure progress in a matter in which there has been delay by a party.
Dismissal of application	In certain circumstances, an application may be dismissed by the Tribunal without proceeding to review the decision. An application may be dismissed, for example, by consent, or if the applicant fails to appear, or if the Tribunal is satisfied that the application is frivolous or vexatious.
EL	Executive Level officer of the Australian Public Service

EMS	Environmental Management System
FCA	Federal Court of Australia
FMO	Finance Minister's Orders
FOI	Freedom of information
Hearing	Appearance of parties and witnesses before the Tribunal to determine a matter. A hearing will proceed before a one-member, two-member or three-member Tribunal.
IFRS	International Financial Reporting Standards
Interlocutory application	An application to resolve procedural matters before a hearing, such as an application for a confidentiality order or an application for an extension of time to lodge an application.
Mediation	With the consent of the parties, mediation can be conducted to resolve an application.
MP	Member of Parliament
MRT	Migration Review Tribunal
NAATI	National Accreditation Authority for Translators and Interpreters
NESB	Non-English-speaking background
NNTT	National Native Title Tribunal
NSW	New South Wales
NT	Northern Territory
OH&S	Occupational health and safety
Outcome	The result, impact or consequence of actions by the Australian Government on the Australian community.
Output groups	The aggregation based on homogeneity, type of product or beneficiary target group, of outputs.
Outputs	The goods or services produced by agencies on behalf of government for external organisations or individuals.
Outreach	A Tribunal program to help and inform self-represented applicants about Tribunal practices and procedures.
Party	A party is the applicant or the respondent.
Party joined	Where a person has applied to the Tribunal for review of a decision, any other person whose interests are affected by the decision may apply to be made a party to the proceeding, and the Tribunal may grant that application. This person is a party joined.
PBS	Portfolio Budget Statements
Portfolio Agency Budget Statements	Statements prepared by portfolio agencies to explain the budget appropriations in terms of outcomes and outputs.
PSRT	Professional Services Review Tribunal
PWD	People with disabilities

Qld	Queensland
Remit	The Tribunal may set aside a decision and send it back (remit it) to the original decision maker to be reconsidered in accordance with any directions or recommendations of the Tribunal.
Respondent	The party who responds to or answers an application. This is usually the Minister, official or agency which made the original decision.
RRT	Refugee Review Tribunal
SA	South Australia
Section 29 notice	A notice by the Tribunal to the agency that made the decision against which an application for review has been made, advising the agency of the application.
Section 37 documents	The statement and documents produced by an agency under section 37 of AAT Act, known generally as 'T documents'. They include the reasons for the decision against which an appeal is being made to the Tribunal, and other relevant documents.
SES	Senior Executive Service
Set aside	The Tribunal may set aside a decision under review. The effect is that the Tribunal disagrees with the original decision and makes a new decision.
SSAT	Social Security Appeals Tribunal
Stay order	An order of the Tribunal to suspend the implementation of the decision under review until the matter is determined or resolved.
Summons	A notice issued by the Tribunal calling a person to appear before it or to produce documents to it.
Tas	Tasmania
Taxation Division	Taxation Appeals Division
T documents	See 'Section 37 documents'.
Tribunal	Administrative Appeals Tribunal
Vary	The Tribunal may vary a decision under review. This means that the Tribunal changes or alters the original decision.
Vic	Victoria
VRB	Veterans' Review Board
WA	Western Australia