

DA	DEFENCE FORCE RESERVES – STAFF PARTICIPATION	AFCS4
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DELEGATED AUTHORITY CODE:	AFCS4
DIRECTORATE:	Finance & Corporate Services
BUSINESS UNIT:	Corporate Services
SERVICE UNIT:	Human Resources
RESPONSIBLE OFFICER:	Manager, Human Resources
FILE NO.:	HR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	14 June 2012
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	24 May 2012
OCM:	9 April 2009

FUNCTION DELEGATED:

To consider and approve if appropriate, requests from City of Cockburn employees for time off from duties to attend formal Defence Force Reserve activities, as required.

CONDITIONS/GUIDELINES:

- (1) As provided in Council Policy AFCS4.
- (2) All transactions utilising this delegation are to be recorded in the Delegated Authority Portal System by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

AUTONOMY OF DISCRETION:

As provided in Council Policy AFCS4.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Defence Force Reserve Service (Protection) Act, 2001, refers.

DELEGATE:

Nil.

DELEGATE/S AUTHORISED:

Manager, Human Resources