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<td></td>
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<td>Y 5</td>
<td>Authorised to act for and on behalf of the University in the administration of any right or interest of the University in any intellectual property (includes appointing such persons as s/he thinks fit as agents or attorneys to act for and on behalf of the University in the administration of any such right or interest)</td>
<td>DL</td>
<td>1/01/2021 DVCRI</td>
<td>DVC (Research &amp; Innovation)</td>
<td>EXEC</td>
<td>Executive</td>
<td>Power re-delegated by VC to DVCRI, along with the power to sub-delegate, in Delegation Change memo of July 2021 (effective 1/1/21)</td>
<td><a href="https://www.legislation.gov.au/Details/F2020L01355">https://www.legislation.gov.au/Details/F2020L01355</a></td>
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<td>Y 9</td>
<td>1/01/1946 COO</td>
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<td>Authority to sign MOUs and other agreements governing student exchanges</td>
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<td>1 Within University and government guidelines, between a Department, School, College or Centre of the University and an equivalent in another university</td>
<td>D2</td>
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<td>Banded Delegations</td>
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<td>2 Between the University and another equivalent institution</td>
<td>D1</td>
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<td>BANDED</td>
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<td>Authority to sign MOUs and other agreements where a degree, diploma or certificate program of the University is to be offered in whole or in part in association with or by a partner institution in Australia or overseas</td>
<td>DB</td>
<td>1/01/1946 D1</td>
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<td>BANDED</td>
<td>Banded Delegations</td>
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<td>Y 12</td>
<td>Authority to sign MOUs and other agreements to accept prior studies at another institution for status or exemption towards an ANU award for international students</td>
<td>Y 12</td>
<td>DB</td>
<td>27/06/2017</td>
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<td>Y 13</td>
<td>Authority to sign MOUs and other agreements between the University and other institutions in respect of exchanges, partnerships, collaborations and affiliations</td>
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<td>Where no financial commitments are present</td>
<td>D2</td>
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<td>2</td>
<td>Any MOUs and other agreements, with or without financial commitments</td>
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<td>Y 14</td>
<td>Authority to sign Deeds and legal agreements and contracts (except tenancy agreements and leases) on behalf of the University</td>
<td>Y 14</td>
<td>DB</td>
<td>12/12/2016</td>
<td>Delegation Band 3</td>
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<td>Within area of responsibility and available funds: Up to $500,000</td>
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<td>D3</td>
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<td>2</td>
<td>Within area of responsibility and available funds: Up to $1.5M</td>
<td>DB</td>
<td>D2</td>
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<td>3</td>
<td>For all of University: Up to $5M</td>
<td>DS</td>
<td>CFO</td>
<td>Chief Finance Officer</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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<tr>
<td>4</td>
<td>For all of University: Up to $10M; and authority for matters above $10M within already approved budgets, in behalf of, and reported back to, Council</td>
<td>DS</td>
<td>COO</td>
<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
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<td>Y 15</td>
<td>Authority to sign other legal documents on behalf of the University, including statutory declarations</td>
<td>Y 15</td>
<td>DB</td>
<td>1/01/1946</td>
<td>D1</td>
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<tr>
<td>N 16</td>
<td>Approve the registration of business names of University controlled entities, subject to Council-approved establishment of such an entity</td>
<td>N 16</td>
<td>DS</td>
<td>7/06/2019</td>
<td>Council Charter</td>
<td>(reserved power (r))</td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">https://www.anu.edu.au/files/committee/Council%20Charter.pdf</a></td>
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<td>1</td>
<td>Where the entity arises out of a commercialisation venture within portfolio responsibilities</td>
<td>DVCRI</td>
<td>DVC (Research &amp; Innovation)</td>
<td>EXEC</td>
<td>Executive</td>
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<tr>
<td>2</td>
<td>Any other entity</td>
<td>COO</td>
<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
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## Australian National University

**Delegations Category ID: EXEC01**  
**Category Description: Executive**

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<tr>
<td>COPY</td>
<td>Copyright</td>
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<td>Y 19</td>
<td>DL</td>
<td>1/01/2021</td>
<td>DSIS</td>
<td>Admin Director</td>
<td>Director, Scholarly Info Ser</td>
<td>Power re-delegated by VC to COO &amp; delegated by VC to DSIS, along with the power to sub-delegate, in Delegation Change memo of July 2021 (effective 1/1/21)</td>
<td><a href="https://www.legislation.gov.au/Details/F2020L01355">https://www.legislation.gov.au/Details/F2020L01355</a></td>
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</table>

### MISCOND Allegations of Misconduct in Research

| Y 22 | Authority to act for and on behalf of the University in relation to the role of CEO in the University’s procedures for dealing with allegations of misconduct in research. | DB | 1/01/1946 | D1 | Delegation Band 1 | BANDED | Sanded Delegations | Research Misconduct & Serious Research Misconduct Procedure | ANU Enterprise Agreement | https://policies.anu.edu.au/document/ANUP-000655 |

### LIQUOR Sale of Liquor on Campus

| Y 25 | Authority to administer the sale of liquor on campus | DL | 1/01/1946 | DFS | Director, Facilities & Services | AdminDir | Admin Director | Liquor 5.1 | https://www.legislation.gov.au/Details/F2015L00498 |

### UNI SEAL University Seal


### UNI LEGISL University Legislation


* Position/Committee does not have a delegations profile
<table>
<thead>
<tr>
<th>ORDERS</th>
<th>Orders</th>
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<tbody>
<tr>
<td>N 30</td>
<td>Accredit or reaccredit academic programs and changes to existing academic programs</td>
</tr>
<tr>
<td>N 464</td>
<td>Determine the degrees and other awards that the University may confer, other than honorary degrees</td>
</tr>
<tr>
<td>N 31</td>
<td>Determine matters relating to the establishment, disestablishment and variation of courses, including pre-requisites, co-requisites, assessment methods and requirements for completion of courses</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CRSEWRK</th>
<th>Coursework Programs</th>
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<tbody>
<tr>
<td>ACADREQ</td>
<td>Course and Program Requirements</td>
</tr>
<tr>
<td>N 32</td>
<td>Approve for publication as Orders in the Coursework Handbook, program and course requirements</td>
</tr>
<tr>
<td>N 294</td>
<td>Authorise release of Undergraduate and Graduate Handbooks</td>
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<thead>
<tr>
<th>FEES</th>
<th>Fees</th>
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<tbody>
<tr>
<td>Y 33</td>
<td>Set indicative fees for ISF, DTF and Non-award courses</td>
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<thead>
<tr>
<th>ADMISSION</th>
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<td>Y 35</td>
<td>Set ATAR</td>
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<tr>
<td>Y 42</td>
<td>Review of decisions to refuse admission to a coursework program or review of other reviewable decisions</td>
</tr>
<tr>
<td>Y 45</td>
<td>Determine number of students that may be admitted in any period to a program offered by an ANU College for a coursework award</td>
</tr>
<tr>
<td>N48</td>
<td>Approve adjustment of maximum period for a student to complete a program</td>
</tr>
<tr>
<td>N49</td>
<td>Approve variation of a coursework program outside requirements set by the University</td>
</tr>
<tr>
<td>N50</td>
<td>Authority to cancel enrolment of student in an undergraduate honours program</td>
</tr>
<tr>
<td>N53</td>
<td>Approve exclusion from undergraduate or graduate coursework for coursework students</td>
</tr>
<tr>
<td>N54</td>
<td>Determine appeal against exclusion from undergraduate or graduate coursework for coursework students</td>
</tr>
<tr>
<td>Y55</td>
<td>Determine the outcome of an appeal on procedural grounds only</td>
</tr>
<tr>
<td>N56</td>
<td>Authority to make Orders about academic progress of undergraduate students in the ANU Medical School</td>
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### ASSESSMENT - Coursework Awards

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<tr>
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<td>1 For students who have dealt with the Disability Support Centre in relation to the disability</td>
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<td><a href="https://www.legislation.gov.au/Details/F2020L01695">https://www.legislation.gov.au/Details/F2020L01695</a></td>
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<td>2 For all students other than under Assessment Rule 9</td>
<td>DA</td>
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<td>ACAD</td>
<td>Academic</td>
<td>CAR 60, 61</td>
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<td>SADRSS</td>
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<td>Student Administrator (DRSS)</td>
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<td>Academic</td>
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<td>N 62</td>
<td>Approve enrolment of a student in a course, pending result of supplementary assessment in a course which is a prerequisite for enrolment in that course</td>
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<td>1/08/2013 DA</td>
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<td>ACAD</td>
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<td>AR 18</td>
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<td>Determine an appeal on decision of Associate Dean on course results on procedural grounds only</td>
<td>DL</td>
<td>1/01/2016 CollDean</td>
<td>College Dean</td>
<td>ACAD Academic</td>
<td>AR 12(12)</td>
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<td>Determine limits within which credit may be granted for a particular award or course</td>
<td>DL</td>
<td>1/01/2021</td>
<td>AssocDean</td>
<td>College Dean</td>
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<td>Y 75</td>
<td>Review a decision to refuse admission to a research award program or review of other reviewable decision</td>
<td>DL</td>
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<td>CollDean</td>
<td>College Dean</td>
<td>ACAD Academic</td>
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<td>Approve variation of individual attendance requirements</td>
<td>DL</td>
<td>1/01/2016 DA</td>
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<td>ACAD</td>
<td>Academic</td>
<td>RAR 34, 35, 36, 37, 106</td>
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<tr>
<td>Y</td>
<td>Y 86</td>
<td></td>
<td></td>
<td></td>
<td>Appoint examiners of theses</td>
<td>DL</td>
<td>1/01/2021 AssocDean Associate Dean</td>
<td>ACAD    Academic</td>
<td>RAR 69, 70, 107, 109</td>
<td><a href="https://www.legislation.gov.au/Details/F2021L00996">https://www.legislation.gov.au/Details/F2021L00996</a></td>
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<td>N</td>
<td>N 89</td>
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<td>Approve extension (or further extension) of period for revising and resubmitting a thesis(up to 24 months as per RAR 85(5))</td>
<td>DL</td>
<td>1/01/2021 DA Delegated Authority</td>
<td>ACAD    Academic</td>
<td>RAR 85(5), 106</td>
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<td><a href="https://www.legislation.gov.au/Details/F2021L00996">https://www.legislation.gov.au/Details/F2021L00996</a></td>
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### RESULTS

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<tr>
<td>Y</td>
<td>Y 92</td>
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<td>Approve award of research degrees</td>
<td>DL</td>
<td>1/01/2021 AssocDean Associate Dean</td>
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<td>RAR 83, 107, 109</td>
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### APPEALS

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<tr>
<td>Y 93</td>
<td>Determine membership of Appeals Ctee to hear and determine an appeal of an appealable decision</td>
<td>1/01/2021</td>
<td>DL</td>
<td>Registrar</td>
<td>Registrar ADMINDIR Admin Director</td>
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### HIGHERDOC Higher Doctorates

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<td>College Dean</td>
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<tr>
<td>Y 103</td>
<td>Determine action to be taken following inquiry into alleged misconduct as per the Discipline Rule</td>
<td>DL</td>
<td>1/01/2016</td>
<td>Registrar</td>
<td>Registrar</td>
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<td>Y 434</td>
<td>Reconsider a reviewable decision made under the Discipline Rule if the decision is considered inappropriate</td>
<td>DL 1/01/2021 VC Vice-Chancellor EXEC Executive</td>
<td>DR 27</td>
<td><a href="https://www.legislation.gov.au/Details/F2020L01686">https://www.legislation.gov.au/Details/F2020L01686</a></td>
<td>GovS 66</td>
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<td>Y 104</td>
<td>Approve the reinstatement of a student excluded from the University due to misconduct</td>
<td>DL 23/12/2014 VC Vice-Chancellor EXEC Executive</td>
<td>DR 20</td>
<td><a href="https://www.legislation.gov.au/Details/F2020L01686">https://www.legislation.gov.au/Details/F2020L01686</a></td>
<td>GovS 66</td>
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<td>Y 435</td>
<td>Interim denial of student access to University facilities, premises or activities where an allegation of serious academic misconduct has been made under S16 of the Academic Misconduct Rule</td>
<td>DL 1/01/2021 DVCRI DVC (Research &amp; EXEC Innovation) Executive</td>
<td>AMR 10, 36</td>
<td><a href="https://www.legislation.gov.au/Details/F2015L02025">https://www.legislation.gov.au/Details/F2015L02025</a></td>
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<td>In cases of serious research misconduct</td>
<td>DVCRI</td>
<td>DVC (Research &amp; Innovation)</td>
<td>EXEC</td>
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<td>In cases of academic misconduct</td>
<td>CollDean</td>
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<td>ACAD</td>
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<tr>
<td>Y 114</td>
<td>Deny an applicant or a student access to all or any of University facilities, premises or activities</td>
<td>DL</td>
<td>1/01/1946</td>
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* Position/Committee does not have a delegations profile
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<td>All matters relating to the appointment of a Provost</td>
<td>DB</td>
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<td>Delegation Band 1</td>
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<td>Banded Delegations Council Charter</td>
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<td>Y 126</td>
<td>All matters relating to the appointment of a Deputy Vice-Chancellor</td>
<td>DB</td>
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<td>Banded Delegations Council Charter</td>
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<td>Y 127</td>
<td>All matters relating to the appointment of a Pro Vice-Chancellor or other member of the University Executive</td>
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**Category Description:** Human Resources

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<td></td>
<td><strong>Y 133</strong> Employ casual general staff</td>
<td>DB 12/06/2013 D4</td>
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<td>Banded Delegations (underlying delegation is in 1446/1998)</td>
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<td>ACADEMIC</td>
<td><strong>N 134</strong> Employ academic staff including approval for advertisement and composition of selection committee</td>
<td>DB 12/06/2013</td>
<td>Delegation Band 3 BANDED</td>
<td>Banded Delegations</td>
<td>Appointments Policy</td>
<td><a href="https://policies.anu.edu.au/ppl/document/ANUP_000373">https://policies.anu.edu.au/ppl/document/ANUP_000373</a></td>
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<td>2 Level E up to 12 months</td>
<td>D2</td>
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<td>3 Level E greater than 12 months</td>
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<td><strong>N 138</strong> Appoint a Deputy, Sub-, Associate Dean/Director</td>
<td>DB 12/06/2013 D2</td>
<td>Delegation Band 2 BANDED</td>
<td>Banded Delegations</td>
<td>Acn Staff Loadings &amp; Allowances Procedure</td>
<td><a href="https://policies.anu.edu.au/ppl/document/ANUP_012609">https://policies.anu.edu.au/ppl/document/ANUP_012609</a></td>
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<td>ACAD STAT</td>
<td><strong>N 139</strong> Approve or extend full, clinical and adjunct academic status</td>
<td>DB 12/06/2013</td>
<td>Delegation Band 3 BANDED</td>
<td>Banded Delegations</td>
<td>Honorary Status (Emeritus, Academic Status and Visitors) Policy</td>
<td><a href="https://policies.anu.edu.au/ppl/document/ANUP_000417">https://policies.anu.edu.au/ppl/document/ANUP_000417</a></td>
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<td>Y 141</td>
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<td>Employ casual sessional academic staff</td>
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<td>OFFERS EMP</td>
<td>Offers of employment</td>
<td>N 142</td>
<td>12/06/2013</td>
<td>Issue approved offers of employment within EA salary schedule</td>
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<td>General and academic staff</td>
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<td>All general and academic staff</td>
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<td>NOAD GEN</td>
<td>Employment without advertisement</td>
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<td>General staff offers (without advertisement) for positions where person is named in a grant for a period not exceeding the length of the grant</td>
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<td>Employ and extend the fixed term employment of general staff without advertisement, for a total period not exceeding 12 months employment (including any extensions)</td>
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<td>Extend (unlimited number of extensions or total period of employment) fixed term general staff employment where a 'normal competitive' selection process was undertaken initially</td>
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<td>12/06/2013 D3</td>
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<td>NOAD ACAD</td>
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<td>All academic staff (including Level E)</td>
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<td>Academic staff offers (without advertisement) for positions where person is named in a grant for a period not exceeding the length of the grant</td>
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<tr>
<td>Y 149</td>
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<td>Employ and extend the fixed term employment of academic staff without advertisement for a total period not exceeding 12 months employment, including any extensions</td>
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<td>12/06/2013</td>
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<td>Levels A-D</td>
<td>DB D3</td>
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<td>All academic staff (including Level E)</td>
<td>DS DHR</td>
<td>12/06/2013</td>
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<td>Y 150</td>
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<td>Extend (unlimited number of extensions or total period of employment) fixed term academic staff employment where a 'normal competitive' selection process was undertaken initially</td>
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<td>Levels A-D</td>
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<td>All academic staff (including Level E)</td>
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<tr>
<td>Y 151</td>
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<td>Convert fixed term appointment of academic staff to continuing (contingent funded) appointment of 12 months or more where a 'normal competitive' selection process was undertaken initially</td>
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<td>Employ, extend or convert to continuing contingent funded the fixed term employment of academic staff (including Level E) without advertisement beyond a total employment period of 12 months</td>
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<td>Convert casual employment to fixed term employment (at same classification level) for general and academic staff</td>
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<td>All general and academic staff (including Level E)</td>
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<td>Y 154</td>
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<td>Convert casual or fixed term employment to continuing employment of all general and academic staff (at same classification level) where a 'normal competitive' selection process was undertaken initially</td>
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<td>Payment of a Responsibility Loading for general staff in accordance with University procedure</td>
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<tr>
<td>N 155</td>
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<td></td>
<td>Approve general staff salary packages, loadings and allowances (excluding University motor vehicle) in accordance with University policy</td>
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<td>All general staff</td>
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<tr>
<td>N 157</td>
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<td></td>
<td>Approve University motor vehicle (or equivalent allowance) as part of general staff salary package</td>
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</table>

**CONVERS**

Conversion of General and Academic Staff Employment

Y 153 Convert casual employment to fixed term employment (at same classification level) for general and academic staff

1 General and academic staff (Levels A-D)  
2 All general and academic staff (including Level E)

Y 154 Convert casual or fixed term employment to continuing employment of all general and academic staff (at same classification level) where a 'normal competitive' selection process was undertaken initially

N 161 Payment of a Responsibility Loading for general staff in accordance with University procedure
<table>
<thead>
<tr>
<th>Sub-Category ID</th>
<th>Sub-Category Description</th>
<th>Section ID</th>
<th>Section Description</th>
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<th>Delegate Description</th>
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<th>Profile Type</th>
<th>Source/Reference Description</th>
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<td>ACADEMIC</td>
<td>Academic and General staff</td>
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<td>N 158</td>
<td>Approve academic staff salary packages in accordance with University policy including salary level, loadings and allowances (excluding motor vehicle) and employment expenditure</td>
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<td>D3</td>
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<td>1 Levels A-D</td>
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<td>All academic staff (including Level E)</td>
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<td>N 159</td>
<td>Approve University motor vehicle (or equivalent allowance) for Deans, Directors and other academic staff</td>
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<td>Y 160</td>
<td>Approve salary packages (salary level, packaging arrangements, employment expenditure) for Executive, College Dean or Director</td>
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<td>N 162</td>
<td>Authorise the payment of market loadings for academic staff in accordance with University policy</td>
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<td>D2</td>
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<td>Up to $30,000 p.a.</td>
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<td>Over $30,000 p.a. for all academic staff including a Director/DVC/ PVC</td>
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<td>Y 163</td>
<td>Approve payment of Academic Merit loadings for Level E2 staff and above in accordance with University policy</td>
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<td>PROBATION</td>
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<td>N 164</td>
<td>Approve changes to employment arrangements for general and academic staff such as change of hours, work pattern or supervisor</td>
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<td>Banded Delegations</td>
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<td>1 Staff within area of responsibility</td>
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<td>Y 165</td>
<td>Approve casual sessional academic payments</td>
<td>27/02/2017 D8</td>
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<td>Y 166</td>
<td>Approve casual timesheets for general staff</td>
<td>27/02/2017 D8</td>
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<td>D6</td>
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|                 |                          |           |                     | Y 167         | Confirm employment for an academic staff member at end of probation | 12/06/2013 D4 | D4        | BANDED     | Banded Delegations | http://hr.anu.edu.au/employment-at-anu/
|                 |                          |           |                     |               | DB                   |               | D4        |             |                                 |                     |
|                 |                          |           |                     | N 168         | Extend probation in respect of an academic staff member on a continuing appointment | 1/03/2012 D3  | D3        | BANDED     | Banded Delegations | http://hr.anu.edu.au/employment-at-anu/
|                 |                          |           |                     |               | DB                   |               | D3        |             |                                 |                     |
### Delegations Category ID: HR03

**Category Description:** Human Resources

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<th>Profile Type Description</th>
<th>Source/Reference Description</th>
<th>Source/Reference URL</th>
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<td>DB</td>
<td>General staff</td>
<td>Annul continuing academic employment prior to completion of probationary period</td>
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<td>Admin Director</td>
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<td><a href="http://hr.anu.edu.au/employment-at-anu/enterprise-agreement">http://hr.anu.edu.au/employment-at-anu/enterprise-agreement</a></td>
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<td>1446/1998 5.6.3</td>
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<td>Extend probation period, or annul employment prior to completion of probation period for all general staff</td>
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<td>12/06/2013 DHR</td>
<td>Director, Human Resources</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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### SUPPORT

**Supporting our Staff**

<table>
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<tr>
<th>Sub-Category ID</th>
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<td>N</td>
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<td>Approve incremental progression for academic and general staff in accordance with University procedure</td>
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<td>Staff under the direction of a nominated supervisor</td>
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### OVERPAY

**Salary Overpayments**

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<tr>
<td>N</td>
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<td>Approve additional salary by waiving salary overpayment instead of recovery for academic and general staff in accordance with procedures</td>
<td>DB</td>
<td>12/06/2013</td>
<td>ADHR</td>
<td>A/Director, Human Resources</td>
<td>ADMINOTHER</td>
<td>Admin Other</td>
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<td><a href="http://hr.anu.edu.au/employment-at-anu/enterprise-agreement">http://hr.anu.edu.au/employment-at-anu/enterprise-agreement</a></td>
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<td>A/Director, Human Resources</td>
<td>ADMINOTHER</td>
<td>Admin Other</td>
<td>ANU Enterprise Agreement</td>
<td><a href="http://hr.anu.edu.au/employment-at-anu/enterprise-agreement">http://hr.anu.edu.au/employment-at-anu/enterprise-agreement</a></td>
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### GEN CLASS

**Classification Level - General Staff**

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<td>Classification of new positions or reclassification of existing positions of general staff</td>
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### PROM ACAD

**Promotion - Academic Staff**

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<td>LWOP for periods of more than twelve months</td>
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<td>Director, Human Resources</td>
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<td>All staff, for any period</td>
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<td>Authority to approve changes to the ANU radiation licence(s) issued under the Australian Radiation Protection and Nuclear Safety Act 1998 for radiation sources, apparatus and facilities under the control of the relevant area</td>
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<td>Maintain and modify the relevant Source and Apparatus information for the following:</td>
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<td>Within the Human Resources Division (monitoring and calibration)</td>
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### Australian National University

**Delegations Category ID: HR03**

**Category Description:** Human Resources

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<td>Y 186</td>
<td>Authority to exercise the powers and functions of the University as a 'rehabilitation authority' as defined by the Safety, Rehabilitation and Compensation Act, 1988. NOTE: Only the Vice-Chancellor may delegate functions of the 'rehabilitation authority' under this delegation</td>
<td>DL</td>
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<td>Admin Director</td>
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<td>Rehabilitation Reconsid Delegate</td>
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<td>Approve an independent medical examination for staff members in accordance with the ANU Enterprise Agreement and relevant policy and procedures</td>
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<td>13/01/2020</td>
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<td>Director, Human Resources</td>
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### SEPARATNS - Separations

| N 188           | Approve termination/separation of general staff on any grounds including redundancy or medical retirement, and pre-retirement contracts | DS         | 1/01/1946 DHR | Director, Human Resources | ADMINDIR | Admin Director | ANU Enterprise Agreement | http://hr.anu.edu.au/employment-at-anu/enterprise-agreement |
| N 189           | Approve academic staff termination/separation on any grounds other than redundancy | DS         | 12/06/2013 | DHR | Director, Human Resources | ADMINDIR | Admin Director | ANU Enterprise Agreement | http://hr.anu.edu.au/employment-at-anu/enterprise-agreement |
| Y 190           | Approve redundancy for academic staff | DB         | 1/01/1946 D1 | Delegation Band 1 | BANDED | Banded Delegations | ANU Enterprise Agreement | http://hr.anu.edu.au/employment-at-anu/enterprise-agreement |
| Y 191           | Determine outcome of review of decision to terminate employment | 12/06/2013 |               |               |               |               |               | ANU Enterprise Agreement | http://hr.anu.edu.au/employment-at-anu/enterprise-agreement |
|                 | 1 All general staff | DS | DHR | Director, Human Resources | ADMINDIR | Admin Director |               |               | http://hr.anu.edu.au/employment-at-anu/enterprise-agreement |
|                 | 2 All academic staff | DB | D1 | Delegation Band 1 | BANDED | Banded Delegations |               |               | http://hr.anu.edu.au/employment-at-anu/enterprise-agreement |
### Australian National University

**Delegations Category ID: HR03**

**Category Description: Human Resources**

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<td>2 All staff including College Deans and Directors</td>
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<td>DS</td>
<td>DHR</td>
<td>Director, Human Resources</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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<td>3 All staff including DVCs/PVCs</td>
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<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
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<tr>
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<td>2 All academic staff</td>
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<td>DVCA</td>
<td>Deputy Vice-Chancellor (Academic)</td>
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<td>3 For VC</td>
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<td>DVCRI</td>
<td>DVC (Research &amp; Innovation)</td>
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<td>Appoint University representatives to the governing bodies of Affiliated Colleges, on the recommendation of the nominated officer</td>
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<td>1/01/1946</td>
<td>D1</td>
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<td>Approve overseas travel in accordance with current travel advice and University policy (travel advice refers to DFAT’s four levels of risk category assigned to overseas countries)</td>
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<td>1 Level 1, 2 and 3 countries: staff and students</td>
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<td>Admin Director</td>
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<td>Approve domestic travel in accordance with University policy</td>
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Delegation removed 08/06/2021

N 458 Approve domestic travel in accordance with requirements specified under the University’s COVID-19 response measures

1 Staff and students within area of responsibility

2 All staff and students

Delegation removed 08/06/2021
### Australian National University

**Delegations Category ID: HR03**  
**Category Description: Human Resources**

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<td>Approve Novated Lease Agreements on behalf of the University for staff salary sacrificing through designated service provider</td>
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<td>Appoint mediators or conciliators in respect of all industrial matters</td>
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<td>Approve access to HR Management System</td>
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<td>Purchase goods and services (including the signing of related purchasing contracts) within budget limit in one transaction or series of transactions (excluding GST)</td>
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<td></td>
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<td>DS</td>
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<td>ADMINDIR</td>
<td>Admin Director</td>
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<tr>
<td></td>
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<td>In relation to gas, electricity, cleaning and other campus-wide facilities management arrangements, as well as matters relating to the implementation of the approved Capital Management Plan; up to $2M</td>
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<td>Admin Director</td>
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<td></td>
<td>In relation to software and hardware licensing and maintenance agreements, network and telephony arrangements, and matters within approved ICT project budgets; up to $2M</td>
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<td>In relation to University Library subscriptions; up to $2M</td>
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<td>DS</td>
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<td>ADMINDIR</td>
<td>Admin Director</td>
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<td>Within available University funds, up to $5M</td>
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<td>EXEC</td>
<td>Executive</td>
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<td>Within available University funds, up to $10M; and authority for matters above $10M within already approved budgets, on behalf of, and reported back to, Council</td>
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<td>D1</td>
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# Delegations Category ID: FIN04

## Category Description: Finance

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<td>Y 227</td>
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<td>Purchase pool and research vehicles for the ANU Fleet</td>
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<td>Y 228</td>
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<td>Approve purchase of a vehicle with a private use component</td>
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<tr>
<td></td>
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<td>(except at the time of appointment) in accordance with:</td>
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<td>D3</td>
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<td>Up to $10,000</td>
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<td>1/08/2016</td>
<td>CFO</td>
<td>Chief Finance Officer</td>
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<td>N 238</td>
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<td>Declare debts irrecoverable and approve recovery of debts by instalment (excluding current staff)</td>
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<td>Accept gifts and bequests to the University in accordance with University legislation, policy and procedure</td>
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<td>Up to $5M</td>
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<td>VPADV</td>
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<td>Gifts-in-kind to the Library</td>
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<td>Gifts-in-kind to the University Art Collection</td>
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<td>VC</td>
<td>Vice-Chancellor</td>
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Australian National University

Delegations Category ID: FIN04
Category Description: Finance

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<th>Source/Reference Description</th>
<th>Source/Reference URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>SERVICES</td>
<td>Provision of Services by the ANU (excluding research/education tenders)</td>
<td>Respond to tenders for services</td>
<td>DB</td>
<td>12/06/2013</td>
<td>D3</td>
<td>Delegation Band 3</td>
<td>BANDED</td>
<td>Banded Delegations</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 For matters within area of responsibility</td>
<td>DB</td>
<td></td>
<td>D3</td>
<td>Delegation Band 3</td>
<td>BANDED</td>
<td>Banded Delegations</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>2 University-wide</td>
<td>DS</td>
<td></td>
<td>COO</td>
<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Approve provision of goods and services (including the signing of related contracts)</td>
<td>DB</td>
<td>12/06/2013</td>
<td>D3</td>
<td>Delegation Band 3</td>
<td>BANDED</td>
<td>Banded Delegations</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 For matters within area of responsibility</td>
<td>DB</td>
<td></td>
<td>D3</td>
<td>Delegation Band 3</td>
<td>BANDED</td>
<td>Banded Delegations</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 University-wide</td>
<td>DS</td>
<td></td>
<td>COO</td>
<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
</tbody>
</table>

* Position/Committee does not have a delegations profile
### Australian National University

**Delegations Category ID: F&S06**  
**Category Description:** Facilities and Services

<table>
<thead>
<tr>
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<th>Sub-Category Description</th>
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<th>Effective Date</th>
<th>Profile ID</th>
<th>Profile ID Description</th>
<th>Profile Type</th>
<th>Source/Reference Description</th>
<th>Source/Reference URL</th>
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<tbody>
<tr>
<td>N 260</td>
<td>Approve capital management plans of the University, including capital works, maintenance and other expenditures relating to the physical assets of the University</td>
<td></td>
<td>Delegation</td>
<td>12/12/2016</td>
<td>Council*</td>
<td>Chief Finance Officer</td>
<td>ADMINDIR</td>
<td></td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
</tr>
<tr>
<td>Y 266</td>
<td>Determine level of rental and lease fees applicable to all University buildings (excluding properties managed by Residential and Campus Communities and Investment portfolio), including the signing of related contracts</td>
<td></td>
<td>Delegation</td>
<td>12/06/2013</td>
<td>CFO</td>
<td>Chief Finance Officer</td>
<td>ADMINDIR</td>
<td></td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
</tr>
<tr>
<td>N 267</td>
<td>Acquisition and disposal of University land and assets, including demolition of buildings (excluding lands and buildings held as part of University investment portfolio)</td>
<td></td>
<td>Delegation</td>
<td>7/06/2019</td>
<td>Council*</td>
<td>Delegation Band 1 BANGED</td>
<td>Banded Delegations</td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Land and buildings excluding those on, or adjoining, the Acton campus: up to $10M</td>
<td></td>
<td>Delegation Band 1</td>
<td>DB</td>
<td>D1</td>
<td>Delegation Band 1 BANGED</td>
<td>Banded Delegations</td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Land and buildings including those on, or adjoining, the Acton campus, and all land and buildings of significance on other campuses; no limit</td>
<td></td>
<td>Delegation Band 1</td>
<td>Council*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
</tr>
<tr>
<td>N 268</td>
<td>Approve the naming, re-naming or de-naming of buildings or significant University infrastructure</td>
<td></td>
<td>Delegation</td>
<td>7/06/2019</td>
<td>Council*</td>
<td></td>
<td></td>
<td></td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
</tr>
<tr>
<td>Y 270</td>
<td>Approve the closure of University buildings for a planned event scheduled during normal operating hours</td>
<td></td>
<td>Delegation</td>
<td>12/06/2013</td>
<td>DFS</td>
<td>Director, Facilities &amp; Services</td>
<td>ADMINDIR</td>
<td></td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
</tr>
<tr>
<td>N 271</td>
<td>Authorised to declare an emergency</td>
<td></td>
<td>Delegation</td>
<td>12/06/2013</td>
<td>DFS</td>
<td>Director, Facilities &amp; Services</td>
<td>ADMINDIR</td>
<td></td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
</tr>
<tr>
<td>Y 272</td>
<td>Authorised to maintain good order on campus, including the issue of eviction notices and calling in AFP</td>
<td></td>
<td>Delegation</td>
<td>12/06/2013</td>
<td>DFS</td>
<td>Director, Facilities &amp; Services</td>
<td>ADMINDIR</td>
<td></td>
<td><a href="https://www.anu.edu.au/files/committee/Council%20Charter.pdf">URL</a></td>
</tr>
</tbody>
</table>
Exercise the functions of the Designated Authority, including as administering authority for infringement notice offences, under the ANU (Parking and Traffic) Statute (including applied ACT parking and traffic legislation). NOTE: Only the Vice-Chancellor or his/her nominated delegate may sub-delegate functions of the Designated Authority under this legislation.

<table>
<thead>
<tr>
<th>Sub-Category ID</th>
<th>Sub-Category Description</th>
<th>Transferrable</th>
<th>Role</th>
<th>Delegation Description</th>
<th>Delegation Type</th>
<th>Effective Date</th>
<th>Profile ID Description</th>
<th>Profile Type Description</th>
<th>Profile Type</th>
<th>Source/Reference Description</th>
<th>Source/Reference URL</th>
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<tbody>
<tr>
<td>275</td>
<td></td>
<td>Y</td>
<td>DL</td>
<td>Exercise the functions of the designated authority under the following provisions of the ANU (Parking &amp; Traffic) Statute: S10 (Issue of parking permits); S12 (Replacement of lost etc. parking permits); and S14 (Cancellation of parking permits).</td>
<td>DL</td>
<td>1/01/2018</td>
<td>PARKADMIN Parking Administrator</td>
<td>ADMINOTHER Admin Other</td>
<td>PARKADMIN</td>
<td>Parking &amp; Traffic Statute</td>
<td><a href="https://www.legislation.gov.au/Details/F2019L01596">https://www.legislation.gov.au/Details/F2019L01596</a></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>DL</td>
<td>Exercise the functions of the administering authority under the following provisions of the Road Transport (General) Act 1999 (ACT) as those provisions apply under the ANU (Parking and Traffic) Statute: S29 (Extension of time to do things); S35 (Application for Withdrawal – decision); and S36 (Infringement notice – withdrawal)</td>
<td>DL</td>
<td></td>
<td>PARKADMIN Parking Administrator</td>
<td>ADMINOTHER Admin Other</td>
<td>PARKADMIN</td>
<td>Parking &amp; Traffic Statute</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td>DL</td>
<td>Laying informations in the ACT Magistrates Court for offences against the ANU (Parking and Traffic) Statute and taking other actions in relation to prosecutions for those offences</td>
<td>DL</td>
<td></td>
<td>T&amp;SADMIN Traffic &amp; Statute Administrator</td>
<td>ADMINOTHER Admin Other</td>
<td>T&amp;SADMIN</td>
<td>Parking &amp; Traffic Statute</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td>DL</td>
<td>All functions of the Designated Authority</td>
<td>DL</td>
<td></td>
<td>VC Vice-Chancellor</td>
<td>EXEC Executive</td>
<td>VC Vice-Chancellor</td>
<td>Parking &amp; Traffic Statute</td>
<td></td>
</tr>
</tbody>
</table>

* Position/Committee does not have a delegations profile
### Australian National University

**Delegations Category ID: RSS07**  
**Category Description: Registrar and Student Services**

<table>
<thead>
<tr>
<th>Sub-Category ID</th>
<th>Sub-Category Description</th>
<th>Transferrable</th>
<th>Delegation ID</th>
<th>Delegation Description</th>
<th>Delegation Type</th>
<th>Effective Date</th>
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<th>Profile ID Description</th>
<th>Profile Type</th>
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<tr>
<td>SYSTEMS</td>
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<tr>
<td>Y 279</td>
<td>Approve access to ESP Students System</td>
<td></td>
<td></td>
<td></td>
<td>DS</td>
<td>12/06/2013 Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td></td>
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<tr>
<td>Y 280</td>
<td>Authorise data changes/minor modifications to ESP Students System</td>
<td></td>
<td></td>
<td></td>
<td>DS</td>
<td>12/06/2013 Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td></td>
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<tr>
<td>N 281</td>
<td>Authorise major modifications or system changes to ESP Students System</td>
<td></td>
<td></td>
<td></td>
<td>DB</td>
<td>1/01/1946 D1</td>
<td>Delegation Band 1</td>
<td>BANDED</td>
<td>Banded Delegations</td>
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<td>ADMISSION</td>
<td>Admission</td>
<td></td>
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<td>DL</td>
<td>1/01/2021 Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td></td>
<td></td>
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<tr>
<td>Y 285</td>
<td>Approve application forms for admission</td>
<td></td>
<td></td>
<td></td>
<td>DL</td>
<td>1/01/2021 Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td></td>
<td></td>
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</table>
### Power re-delegated by VC to Registrar for CAR, along with the power to sub-delegate in Delegation Change memo of July 2021 (effective 1/01/2021)
<table>
<thead>
<tr>
<th>Sub-Category ID</th>
<th>Sub-Category Description</th>
<th>Transferrable</th>
<th>Delegation Description</th>
<th>Delegation Type</th>
<th>Effective Date</th>
<th>Profile ID</th>
<th>Profile ID Description</th>
<th>Profile Type</th>
<th>Profile Type Description</th>
<th>Source/Reference</th>
<th>Source/Reference URL</th>
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<tbody>
<tr>
<td>Y 289</td>
<td></td>
<td></td>
<td>Cancel the enrolment of students who are in breach of their fees obligations</td>
<td>DL</td>
<td>1/01/2021</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td>FR 23</td>
<td><a href="https://www.legislation.gov.au/Details/F2017L01617">https://www.legislation.gov.au/Details/F2017L01617</a></td>
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<tr>
<td>Y 291</td>
<td></td>
<td></td>
<td>Where fees remain unpaid, disallow enrolment or re-enrolment in a program or course, withhold transcript of academic records, withhold results of any assessment &amp;/or grant of an award</td>
<td>DL</td>
<td>1/01/2021</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td>FR 26</td>
<td><a href="https://www.legislation.gov.au/Details/F2020L01355">https://www.legislation.gov.au/Details/F2020L01355</a></td>
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<tr>
<td>Y 293</td>
<td>Grant Diplomat Tuition Fee Concession</td>
<td>DS</td>
<td>12/06/2013</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td>VC's Ugrad Scholarship for Dip Corp in Aust</td>
<td><a href="https://www.anu.edu.au/study/scholarships/find-a-scholarship/vice-chancellors-undergraduate-scholarship-for-the-diplomatic">https://www.anu.edu.au/study/scholarships/find-a-scholarship/vice-chancellors-undergraduate-scholarship-for-the-diplomatic</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>N 294</td>
<td>Approve fee waivers for scholarship purposes (including partial and full tuition waivers but excluding Co-tutelle arrangements):</td>
<td>DS</td>
<td>15/02/2013</td>
<td>AssocDean</td>
<td>Register</td>
<td>ACAD</td>
<td>Academic</td>
<td>Admin Director</td>
<td><a href="https://www.legislation.gov.au/Details/F2020L01355">https://www.legislation.gov.au/Details/F2020L01355</a></td>
<td>GovS 67</td>
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**SCHOLARSHIP**

<table>
<thead>
<tr>
<th>SCHOLARSHIP</th>
<th>Scholarships, Prizes and Awards</th>
<th>*Y 296*</th>
<th>Administer scholarships and prizes and execute decisions of the relevant scholarship committee</th>
<th>DS</th>
<th>13/05/2022</th>
<th>Registrar</th>
<th>Registrar</th>
<th>ADMINDIR</th>
<th>Admin Director</th>
<th>DVCA</th>
<th>EXEC</th>
<th>Executive</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>*Y 297*</td>
<td>Deputise for the relevant scholarship committee</td>
<td>DS</td>
<td>01/01/1995</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td>DVCRI</td>
<td>EXEC</td>
<td>Executive</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Y 298*</td>
<td>Carry out the responsibilities of the relevant scholarship committee</td>
<td>DS</td>
<td>01/01/1996</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
<td>DVCIS</td>
<td>EXEC</td>
<td>Executive</td>
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</table>
### Australian National University

#### Delegations Category ID: RSS07

**Category Description:** Registrar and Student Services

<table>
<thead>
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<th>Sub-Category Description</th>
<th>Category Delegation ID</th>
<th>Delegation Description</th>
<th>Delegation Type</th>
<th>Effective Date</th>
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<th>Profile Type Description</th>
<th>Profile Type</th>
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<th>Source/Reference URL</th>
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</thead>
<tbody>
<tr>
<td>N 297</td>
<td></td>
<td></td>
<td>Accept prizes and scholarships on behalf of the University from external and internal donors</td>
<td>DB</td>
<td>12/06/2013</td>
<td>D3</td>
<td>Delegation Band 3</td>
<td>DB</td>
<td>Banded Delegations</td>
<td>200002519</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td>Up to total value of $5,000</td>
<td>DB</td>
<td></td>
<td>Registrar</td>
<td>Registrar ADMINDIR Admin Director</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>Up to total value of $10,000 for all areas of the University</td>
<td>DS</td>
<td></td>
<td>Registrar</td>
<td>Registrar ADMINDIR Admin Director</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td>No limit</td>
<td>DS</td>
<td></td>
<td>DVCA</td>
<td>Deputy Vice-Chancellor (Academic)</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>N 298</td>
<td></td>
<td></td>
<td>Approve terms and conditions of award for prizes and scholarships</td>
<td>DS</td>
<td>1/01/1946</td>
<td>Registrar</td>
<td>Registrar ADMINDIR Admin Director</td>
<td>EXEC</td>
<td>Executive</td>
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<tr>
<td>N 299</td>
<td></td>
<td></td>
<td>Determine number of Postgraduate scholarships to be awarded each year</td>
<td>DS</td>
<td>1/01/1946</td>
<td>DVCA</td>
<td>Deputy Vice-Chancellor (Academic)</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>Y 300</td>
<td></td>
<td></td>
<td>Release information on University scholarships and prizes</td>
<td>DS</td>
<td>12/06/2013</td>
<td>Registrar</td>
<td>Registrar ADMINDIR Admin Director</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>N 301</td>
<td></td>
<td></td>
<td>Award College specific prizes and scholarships</td>
<td>DS</td>
<td>12/06/2013</td>
<td>Registrar</td>
<td>Registrar ADMINDIR Admin Director</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td>For own College</td>
<td>AssocDean Registrar</td>
<td>AssocDean Registrar</td>
<td>Academic</td>
<td>Academic</td>
<td>Academic</td>
<td>Academic</td>
<td>Academic</td>
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<tr>
<td>2</td>
<td></td>
<td></td>
<td>For all Colleges</td>
<td>Registrar</td>
<td>Registrar</td>
<td>Registrar</td>
<td>Registrar ADMINDIR Admin Director</td>
<td>EXEC</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>N 302</td>
<td></td>
<td></td>
<td>Offer University scholarships, following appropriate rankings</td>
<td>DS</td>
<td>12/06/2013</td>
<td>DoS</td>
<td>Dean of Students</td>
<td>Academic</td>
<td>Academic</td>
<td>Academic</td>
</tr>
<tr>
<td>N 303</td>
<td></td>
<td></td>
<td>Suspend or terminate a scholarship where scholars do not achieve at the appropriate level</td>
<td>DS</td>
<td>12/06/2013</td>
<td>DoS</td>
<td>Dean of Students</td>
<td>Academic</td>
<td>Academic</td>
<td>Academic</td>
</tr>
<tr>
<td>N 304</td>
<td></td>
<td></td>
<td>Award University Medals and Prizes (including Tillyard Prize)</td>
<td>DS</td>
<td>12/06/2013</td>
<td>DoS</td>
<td>Dean of Students</td>
<td>Academic</td>
<td>Academic</td>
<td>Academic</td>
</tr>
</tbody>
</table>

#### STDT LOANS

**Student Loans and Grants**

| Y 305 | Approve annual funding for the Student Loans Scheme and appoint committees to consider loans and grants | DB | 1/01/1946 | D1 | Delegation Band 1 | BANDED | Banded Delegations Financial Assistance for Students policy | https://policies.anu.edu.au/ppl/document/ANU_P_000415 |
| Y 306 | Approve student loans and grants | DS | 1/01/1946 | Registrar | Registrar ADMINDIR Admin Director | Executive | Admin Director | Academic Statements Procedure | https://policies.anu.edu.au/ppl/document/ANU_P_004421 |

#### TRANSCRIPT

**Academic Transcripts**

<p>| Y 308 | Print and sign academic transcripts | DS | 12/06/2013 | Registrar | Registrar ADMINDIR Admin Director | Executive | Admin Director | Academic Statements Procedure | <a href="https://policies.anu.edu.au/ppl/document/ANU_P_004421">https://policies.anu.edu.au/ppl/document/ANU_P_004421</a> |</p>
<table>
<thead>
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<th>Sub-Category ID</th>
<th>Sub-Category Description</th>
<th>Transferrable</th>
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<th>Delegation Type</th>
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<th>Profile ID</th>
<th>Profile ID Description</th>
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<th>Source/Reference</th>
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<tbody>
<tr>
<td>313</td>
<td>RECRUIT PR Recruitment program</td>
<td>Y</td>
<td>Approve arrangements for cooperative recruitment ventures</td>
<td>DS</td>
<td>7/06/2019</td>
<td>ADSR</td>
<td>Associate Director (Student Recruitment)</td>
<td>ADMOTHER Admin Other</td>
<td>DS 7/06/2019 ADSR</td>
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<td>314</td>
<td>INTNL ED International education</td>
<td>N</td>
<td>Sign contracts on behalf of the University in respect of arrangements relating to student recruitment with external agencies</td>
<td>DS</td>
<td>13/05/2022</td>
<td>ADSR</td>
<td>Associate Director (Student Recruitment)</td>
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<td>Council 888/2015, Item 8</td>
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<td>1 Up to $500,000</td>
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<td>2 Up to $1.5M</td>
<td>DS</td>
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<td></td>
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<td></td>
<td>3 Up to $10M</td>
<td>DS</td>
<td>VC</td>
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<td>VC</td>
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<tr>
<td>315</td>
<td>INTNL ED International education</td>
<td>Y</td>
<td>Appoint and manage domestic and international recruitment agents, including authorising level and payment of commissions</td>
<td>DS</td>
<td>13/05/2022</td>
<td>ADSR</td>
<td>Associate Director (Student Recruitment)</td>
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<td>Council 888/2015, Item 8</td>
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<td>1 Up to $500,000</td>
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<td>ASR</td>
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<tr>
<td>316</td>
<td>INTNL ED International education</td>
<td>Y</td>
<td>Approve and release incentives schemes and other activities, eg scholarship and prize programs, student placements, with schools and colleges</td>
<td>DS</td>
<td>7/06/2019</td>
<td>ADSR</td>
<td>Associate Director (Student Recruitment)</td>
<td>ADMOTHER Admin Other</td>
<td>DS 7/06/2019 ADSR</td>
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<td>318</td>
<td>INTNL ED International education</td>
<td>N</td>
<td>Sign contracts with DFAT on behalf of the University in respect of international students</td>
<td>DS</td>
<td>13/05/2022</td>
<td>DVCIS</td>
<td>Deputy Vice-Chancellor (International Strategy)</td>
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<tr>
<td>320</td>
<td>INTNL ED International education</td>
<td>Y</td>
<td>Authorise exchange programs and accept exchange students on behalf of the University</td>
<td>DS</td>
<td>13/05/2022</td>
<td>DVCIS</td>
<td>Deputy Vice-Chancellor (International Strategy)</td>
<td>EXEC Executive</td>
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<tr>
<td>321</td>
<td>ISFA International Student Financial Assistance</td>
<td>Y</td>
<td>Approve grants and loans for International Student Financial Assistance (ISFA) in accordance with the scheme’s Guidelines and Procedures</td>
<td>DS</td>
<td>12/06/2013</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR Admin Director</td>
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<tr>
<td>322</td>
<td>ISFA International Student Financial Assistance</td>
<td>N</td>
<td>Determine outcome of an appeal made under the International Student Financial Assistance Scheme</td>
<td>DS</td>
<td>12/06/2013</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR Admin Director</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>1 For Emergency Grant Scheme</td>
<td>DS</td>
<td>Registrar</td>
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# Australian National University

**Delegations Category ID: RMRS09**

**Category Description: Research Management and Research Services**

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<th>Profile Type Description</th>
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<tbody>
<tr>
<td>Y 326</td>
<td>Grant and consultancy applications</td>
<td>Yes</td>
<td>Submit applications for grants, research contracts or consultancies on behalf of the University to any funding agency</td>
<td>DB</td>
<td>20/08/2013</td>
<td>D2</td>
<td>Delegation Band 2</td>
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<td>DS</td>
<td>DRO</td>
<td>Director, Research Office</td>
<td>ADMINDIR</td>
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## AGREEMENTS

**Agreements and contracts**

<table>
<thead>
<tr>
<th>N 327</th>
<th>Sign all grant agreements and research contracts (excluding contracts involving the commercialisation of IP)</th>
<th>1/01/2021</th>
<th>External project funding and agreements procedure</th>
<th><a href="https://policies.anu.edu.au/ppl/document/ANUP_012818">https://policies.anu.edu.au/ppl/document/ANUP_012818</a></th>
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<tr>
<td></td>
<td>1 Up to $1 million</td>
<td>DB</td>
<td>D3</td>
<td>Delegation Band 3</td>
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<td>2 No limit</td>
<td>DS</td>
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<td>DVCRI</td>
<td>DVC (Research &amp; Innovation)</td>
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<td>DS</td>
<td>DBEC</td>
<td>Director, Business Engagement &amp; Commercialisation</td>
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<table>
<thead>
<tr>
<th>N 328</th>
<th>Sign consultancy agreements</th>
<th>1/01/2021</th>
<th>External project funding and agreements procedure</th>
<th><a href="https://policies.anu.edu.au/ppl/document/ANUP_001228">https://policies.anu.edu.au/ppl/document/ANUP_001228</a></th>
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<td>D3</td>
<td>Delegation Band 3</td>
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<td>2 No limit</td>
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<td>DVCRI</td>
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<td>Director, Business Engagement &amp; Commercialisation</td>
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<table>
<thead>
<tr>
<th>N 329</th>
<th>Determine the level and extent of the University’s involvement in a CRC, partnership, joint venture or other formal research collaboration where the University contributes cash or in-kind</th>
<th>1/01/2021</th>
<th>Council 888/2015, Item 8</th>
<th><a href="https://policies.anu.edu.au/ppl/document/ANUP_001228">https://policies.anu.edu.au/ppl/document/ANUP_001228</a></th>
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<td>2 Up to $5M</td>
<td>DS</td>
<td>DVCRI</td>
<td>DVC (Research &amp; Innovation)</td>
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<td>Y 330</td>
<td>Sign contracts involving the commercialisation of IP within portfolio responsibilities</td>
<td>Y</td>
<td>DL 1/01/2021</td>
<td>DVCRI</td>
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<td>Y 331</td>
<td>Sign non-disclosure agreements relating to ANU Intellectual Property</td>
<td>Y</td>
<td>DL 1/01/2021</td>
<td>DVCRI</td>
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<tr>
<td>Y 332</td>
<td>Sign materials transfer agreements relating to ANU Intellectual Property</td>
<td>Y</td>
<td>DL 1/01/2021</td>
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<td>LEGAL Legal matters</td>
<td></td>
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<td>Commence, oversee and manage any litigation where the University is a plaintiff or a defendant including accepting service of court processes or subpoena on behalf of the Uni; appointment of external lawyers to represent University; and authorisation of payment of legal accounts</td>
<td>DS</td>
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<td>3</td>
<td>Up to $10M</td>
<td>Y</td>
<td>Appoint external lawyers for any University business or purpose including managing the briefing of external lawyers and determination of the source of payment for external lawyers (including from any central Uni account established for that purpose)</td>
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### Delegations Category ID: INVT12
#### Category Description: Investment

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<td>INVESTMENT</td>
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<td>Y 346</td>
<td>Buy, sell and subscribe for Cth Bonds and Treasury Notes: Up to $250,000 for Student Managed Fund</td>
<td>DS</td>
<td>15/12/2017</td>
<td>SMFFC</td>
<td>SMF Fund Convenor</td>
<td>ADMINOTHER</td>
<td>Admin Other</td>
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<td>Y 348</td>
<td>Place/withdraw investments in negotiable certificates of deposit and interest-bearing bank deposits: Up to $500,000 for Student Managed Fund</td>
<td>DS</td>
<td>15/12/2017</td>
<td>SMFFC</td>
<td>SMF Fund Convenor</td>
<td>ADMINOTHER</td>
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<td>Y 350</td>
<td>Buy and sell accepted bank bills: Up to $500,000 for Student Managed Fund</td>
<td>DS</td>
<td>15/12/2017</td>
<td>SMFFC</td>
<td>SMF Fund Convenor</td>
<td>ADMINOTHER</td>
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<td>Y 351</td>
<td>Buy and sell listed fixed interest securities: Up to $250,000 for Student Managed Fund</td>
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<td>SMFFC</td>
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<td>Y 356</td>
<td>Buy, sell and subscribe for equity securities and options: Up to $500,000 for Student Managed Fund</td>
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<td>SMF Fund Convenor</td>
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<tr>
<td>Y 357</td>
<td>Buy, sell and subscribe units in property trusts listed on the Australian Stock Exchange: Up to $250,000 for Student Managed Fund</td>
<td>DS</td>
<td>15/12/2017</td>
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<td>Y 448</td>
<td>Buy, sell and subscribe for Cth Bonds and Treasury Notes: Up to $250,000 for Student Managed Fund</td>
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<td>27/06/2017</td>
<td>SMFFC</td>
<td>SMF Fund Convenor</td>
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<td>N 449</td>
<td>Execute investment transactions (subject to investment policy &amp; procedures)</td>
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<tr>
<td></td>
<td>1 In assigned portfolio, not exceeding 10% of portfolio asset value in any one day</td>
<td></td>
<td></td>
<td>InvestOff</td>
<td>Investment Officer</td>
<td>ADMINOTHER</td>
<td>Admin Other</td>
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<td></td>
<td>2 Within funds available across all investment portfolios</td>
<td></td>
<td></td>
<td>InvestDir</td>
<td>Investment Director</td>
<td>ADMINOTHER</td>
<td>Admin Other</td>
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<td>N 450</td>
<td>Execute a term deposit (subject to investment policy &amp; procedures)</td>
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<td></td>
<td>1 Up to $20 million in one term deposit</td>
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<td>InvestOff</td>
<td>Investment Officer</td>
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<td>Admin Other</td>
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<td>2 Within funds available across all investment portfolios</td>
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<td>N 461</td>
<td>Execute foreign currency hedge transactions (subject to investment policy &amp; procedures)</td>
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<td>Council Mtg Feb 2021</td>
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<td>1 Initial hedge position, not exceeding 10% of underlying currency exposure in any one day</td>
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<td>Investment Director</td>
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<td>Admin Other</td>
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<td></td>
<td>2 Variance of +/- 10% in the target hedge position established by Finance Committee</td>
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<td>CFO</td>
<td>Chief Finance Officer</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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<td></td>
<td>3 No limit</td>
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<td></td>
<td><strong>Finance Committee</strong>*</td>
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<td>Y 362</td>
<td>Buy and sell investment property, subject to Finance Committee endorsement</td>
<td>DS</td>
<td>15/12/2017</td>
<td>COO</td>
<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
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<td>N 451</td>
<td>Execute management contracts, lease and other agreements in relation to the management of investment properties (subject to investment policy &amp; procedures)</td>
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<tbody>
<tr>
<td>N 452</td>
<td>Authorise expenditure in relation to maintenance &amp; capital improvements of investment properties within budget</td>
<td>DS</td>
<td>1 Up to 10% of property value, per transaction</td>
<td>InvestDir</td>
<td>15/12/2017</td>
<td>InvestDir</td>
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<td>Admin Other</td>
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<td>2 Up to 20% of property value, per transaction</td>
<td>CFO</td>
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<td>CFO</td>
<td>Chief Finance Officer</td>
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<td>3 No limit</td>
<td>COO</td>
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<td>Chief Operating Officer</td>
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<tr>
<td>N 453</td>
<td>Appoint investment consultants</td>
<td>DS</td>
<td>1 Up to $50,000 per consultancy agreement</td>
<td>InvestDir</td>
<td>15/12/2017</td>
<td>InvestDir</td>
<td>Investment Director</td>
<td>ADMINOTHER</td>
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<td>N 454</td>
<td>Appoint fund managers, subject to endorsement by Finance Committee</td>
<td>DS</td>
<td>1 Up to $50 million per fund manager agreement</td>
<td>COO</td>
<td>15/12/2017</td>
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<td>EXEC</td>
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<td>N 455</td>
<td>Appoint investment custodian</td>
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<td>InvestDir</td>
<td>15/12/2017</td>
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<td>Investment Director</td>
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* Position/Committee does not have a delegations profile
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<tr>
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<th>Relevant Cluster</th>
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<th>Delegation Type</th>
<th>Effective Date</th>
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<th>Profile Type Description</th>
<th>Source/Reference Description</th>
<th>Source/Reference URL</th>
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<tbody>
<tr>
<td>INFRA SERV INFRA SERV</td>
<td>Information Infrastructure and Services - access and use</td>
<td>Y 382</td>
<td>Apply conditions additional to those in the II&amp;S Rule to the use of a service</td>
<td>DL 1/01/2021</td>
<td>RO Responsible Officer</td>
<td>ADMINOTHER Admin Other</td>
<td>II&amp;SR 15(1)</td>
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<td><a href="https://www.legislation.gov.au/Details/F2020L01675#Toc58428818">https://www.legislation.gov.au/Details/F2020L01675#Toc58428818</a></td>
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<tr>
<td>INFRA SERV INFRA SERV</td>
<td>Information Infrastructure and Services - access and use</td>
<td>Y 383</td>
<td>Appoint person(s) to examine information stored on information infrastructure</td>
<td>DL 1/01/2021</td>
<td>COO Chief Operating Officer</td>
<td>EXEC Executive</td>
<td>II&amp;SR 25(1)</td>
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<td><a href="https://www.legislation.gov.au/Details/F2020L01675#Toc58428818">https://www.legislation.gov.au/Details/F2020L01675#Toc58428818</a></td>
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### Delegations Category ID: IIS15
#### Category Description: Information Infrastructure and Services

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**RECORDS**

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#### Category Description: Information Infrastructure and Services

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<th>Profile Type</th>
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<td>1</td>
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<td>Make all decisions and exercise all functions or powers of the agency pursuant to applications under S15 and S48 of the FOI Act, and in relation to charging decisions under the FOI Charges Regulations</td>
<td>FOIO</td>
<td>FOI Officer</td>
<td>ADMINOTHER</td>
<td>Admin Other</td>
<td>FOI (Charges) Regulations 2019</td>
<td><a href="https://www.legislation.gov.au/Details/F2019L00348">https://www.legislation.gov.au/Details/F2019L00348</a></td>
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<td>Make all decisions and exercise all functions or powers pursuant to applications under S54B of the FOI Act</td>
<td>DSIS</td>
<td>Director, Scholarly Info Ser</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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<td>Director, Scholarly Info Ser</td>
<td>REFORMED.PDF</td>
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<td>3</td>
<td></td>
<td></td>
<td>All powers and functions of the Principal Officer of an agency under the Act</td>
<td>COO</td>
<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
<td>COO</td>
<td>Chief Operating Officer</td>
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<td>Delegation removed</td>
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<td>Determine outcome of appeal against decisions made in respect of requests made under the Freedom of Information Act</td>
<td>COO</td>
<td>Chief Operating Officer</td>
<td>EXEC</td>
<td>Executive</td>
<td>COO</td>
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### Delegations Category ID: UA16

**Category Description:** University Accommodation

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<td><strong>VAL&amp;FEES</strong></td>
<td>Valuations, fees, levies</td>
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<tr>
<td>N 401</td>
<td>Commission annual market valuations</td>
<td></td>
<td></td>
<td>Of properties within portfolio of Accommodation Services</td>
<td>DS</td>
<td>18/09/2015</td>
<td>Registrar</td>
<td>Registrar</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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<td></td>
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<td></td>
<td></td>
<td>Of all University accommodation properties within portfolio</td>
<td>DFS</td>
<td></td>
<td>Director, Facilities&amp;Services</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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<td>N 402</td>
<td>Determine and authorise the release of fees and tariffs</td>
<td></td>
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<td>For properties within portfolio of Accommodation Services</td>
<td>DB</td>
<td>18/09/2015</td>
<td>D1</td>
<td>Delegation Band 1</td>
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<td>For University House</td>
<td>DS</td>
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<td>MasterUH</td>
<td>Master, Uni House/Grad House</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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<td>For Graduate House</td>
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<td>For all University accommodation properties within portfolio</td>
<td>DS</td>
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<tr>
<td>N 403</td>
<td>Determine service fees and charges in respect of cleaning, electricity, phone rates, application fee and all other fees and charges in respect of University accommodation within area of responsibility</td>
<td></td>
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<td>MasterUH</td>
<td>Master, Uni House/Grad House</td>
<td>ADMINDIR</td>
<td>Admin Director</td>
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</table>

### TENANCY

**Tenancy agreements and rental schemes**

| Y 404          | Sign tenancy agreements and leases on behalf of the University and in respect of University accommodation within area of responsibilities (except for properties in investment portfolio) | DS | 18/09/2015 | DFS | Director, Facilities&Services | ADMINDIR | Admin Director |                            |                   |
| Y 405          | Operate student rental guarantee scheme including guaranteeing of rental payments of students, payment of defaulters’ rent to external landlords or their agents, creation of defaulters as debtors, follow-up collection action including initiation of court proceedings | DS | 7/06/2019 | Registrar | Registrar | ADMINDIR | Admin Director |                            |                   |