

Executive Director, Professional Standards and Conduct

School Education Act 1999

Minister's Instrument of Delegation and Chief Executive Officer's Instrument of Sub-delegation

When exercising a delegated function, power or duty, reference must be made to the full legislative provision via the [Western Australian Legislation website](#).

Part 6A - Student residential colleges						
Division 3 - Administration of student residential colleges						
Subdivision 1 - Operation and management						
s213E(2)(e)	Enter into any contract or arrangement.	Chief Executive Officer	Enter into any contract or arrangement with a financial implication			
			Executive Director	Up to \$5,000,000 in value, GST inclusive.		
			Accept grant funding (non-Commonwealth)			
			Executive Director	Up to \$500,000 in value, GST exclusive.		
Part 6 - Administration						
Division 1 - The Minister						
s216(2)(e)	Enter into any contract or arrangement	Chief Executive Officer	Enter into any contract or arrangement with a financial implication.			
			Executive Director	Up to \$5,000,000 in value, GST inclusive.		
			Grant funds to not-for-profit organisations			
			Executive Director	Up to \$100,000 in value, GST exclusive.		
			Accept grant funding (non-Commonwealth)			
			Executive Director	Up to \$500,000 in value, GST exclusive.		
Part 7 — Miscellaneous						
s242(1)(d)	Authorise disclosure of information.	Chief Executive Officer	Executive Director, Professional Standards and Conduct	Nil		

School Education Act 1999

Chief Executive Officer's Instrument of Delegation

When exercising a delegated function, power or duty, reference must be made to the full legislative text via the [Western Australian Legislation website](#).

Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
Part 6 - Administration			
Division 3 - Staff employed in the department			
s240	Order an employee to leave school premises if it is suspected that a person employed at a government school is guilty of an act or omission as referred to in s 80 of the PSMA and the continued presence of the person at the school constitutes a risk to the safety or welfare of students on the premises. Ensure that written reasons for issuing an order under subsection (1) are provided with the order.	Executive Director, Professional Standards and Conduct	Only in an emergency situation where there is a risk to the safety or welfare of students and the CEO is unavailable.

School Education Act 1999

Chief Executive Officer's Instrument of Delegation

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School Education Regulations 2000

Minister's Instrument of delegation and Chief Executive Officer's Instrument of Sub-delegation

When exercising a delegated function, power or duty, reference must be made to the full legislative text via the [Western Australian Legislation website](#)

Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Sub-delegate	Column 5 Condition, limitation or restriction
Part 3 - Management of government schools				
Division 7 - Advertising and sponsorship				
r50	Enter into a sponsorship arrangement within the limitations stated in regs 51, 52 and 53 of the School Education Regulations 2000.	Chief Executive Officer	Executive Director	For sponsorship agreements that have effect for no more than two years and up to a total value of \$200,000.

Public Sector Management Act 1994

Chief Executive Officer's Instrument of Delegation

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Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
Part 3B – Chief executive officers and chief employee			
s29(1)(g)	To manage and direct employees of the Department and to be responsible for the recruitment, selection, appointment and deployment of employees.	Line managers	For the imposition and initial extension of probation within their work area or unit.
s29(1)(o)	To perform such other functions as are conferred or imposed on the chief executive officer or chief employee under this Act or any other Act.	Executive Director, Professional Standards and Conduct Division	For sections 19U, 19V, 19W, 19X, 19Y, 19Z, 19ZA, 19ZG and 19ZH of the <i>Parliamentary Commissioner Act 1971</i> only.
Part 3 - Public Service			
Division 2 - Senior Executive Service			
s55	Assess the performance of a senior executive officer.	Executive Director	For Senior Executive Service officers in their division.
Division 3 - Public service officers other than executive officers			
s64	Appoint a person as a public service officer.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions. Subject to the position being approved within the organisational structure by the Director General as per s 36(1)(a).

Public Sector Management Act 1994
Chief Executive Officer's Instrument of Delegation

When exercising a delegated function, power or duty, reference must be made to the full legislative text via the [Western Australian Legislation website](#).

Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
s65	Transfer a public service officer at the same level of classification.	Line Managers	For public service officers in their work area or unit up to and including Level 8 positions. Subject to the position being approved within the organisational structure by the Director General as per s 36(1)(a).
s66	Enter into an arrangement in writing with another department or organisation or with an employer outside the Public Sector for the secondment of a public service officer.	Line Managers	For public service officers in their work area or unit up to and including Level 8 positions.
Part 5 - Substandard performance and disciplinary matters			
Division 3 - Disciplinary matters			
s81(1)(a)	Decide whether a suspected breach of discipline should be dealt with as a disciplinary matter or whether it is appropriate to take improvement action or whether to take no action.	Executive Director, Professional Standards and Conduct	Nil
s81(1)(b)	Decide that it is appropriate to take improvement action with respect to the employee or to take no action.	Executive Director, Professional Standards and Conduct	Nil
s82A	Deal with disciplinary matters.	Executive Director, Professional Standards and Conduct	To make determinations under section 80A(a) and 80A(b) of a Reprimand or Fine for employees up to but not including principals, Directors, and above.
ss82(3)-(4)	Remove or vary the terms of the suspension at any time. Otherwise direct that pay withheld under subsection (1) be forfeited to the State.	Executive Director, Professional Standards and Conduct	Only when; (a) the Director General is absent; or (b) it is necessary or appropriate to exercise the power in the Director General's absence because of time pressures; or (c) there is no one acting in the Director General's position.
Part 8 - Miscellaneous			
s100	Engage a person under a contract for services. Appoint a person on a casual employment basis.	Line Managers	In their work area or unit.
s103	Reappoint a public service employee who resigned to stand for election and failed to be elected.	Line Managers	For all public service positions in their work area or unit up to and including Level 8 positions.
s107(1)	To direct an employee to perform the functions, obligations and rights during any vacancy in that office, post or position or during the temporary absence or incapacity of the incumbent, as the case requires	Executive Director	To direct an employee to act in a position within their division (for up to and including Director level positions).

Public Sector Management (Redeployment and Redundancy) Regulations 2014
Chief Executive Officer's Instrument of Delegation

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Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
Part 2 - Registrable employees			
r8(2)	Give the employee written notice of all relevant information relating to the determination.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions or equivalent. <i>School Education Act 1999</i> staff up to and including Principals.
r8(4)	Consult with the employee in relation to the matters set out in the notice.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions or equivalent.

Public Sector Management (Redeployment and Redundancy) Regulations 2014

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Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
r8(8)	If the determination is revoked, give the employee written notice of the revocation.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions or equivalent.

Children And Community Services Act 2004

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Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
Part 3 - Administrative Matters			
Division 6 - Information Sharing			
28B(1), (2)	Disclose information to, or request information from, the CEO of another prescribed authority or an authorised entity if of the opinion that the information is relevant information.	Executive Director, Professional Standards and Conduct	Information must relate to the wellbeing of students.