

INSTRUMENT OF DELEGATION

DELEGATION OF POWERS OF THE HEAD OF THE STATE SERVICE UNDER THE *STATE SERVICE ACT 2000* TO DEPARTMENT OF POLICE, FIRE AND EMERGENCY MANAGEMENT (the Agency)

I, Jenny Gale, being and as the person appointed as the Head of the State Service in accordance with section 20(1) of the *State Service Act 2000* ("the Act"), pursuant to section 21(a) of the Act, hereby delegate such of the Employer's powers vested in me by section 20(2) of the Act as are described (by reference to the relevant provision(s) of the Act and generally) in columns 1 and 2 to each of the persons holding the offices or positions specified in Column 3, subject to the general limitations specified in Column 4 and any specific limitations specified in Column 5.

Section	Description	Offices	General limitation	Specific limitation
37(1)	Appoint employee or promote permanent employee	Secretary	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of employees in the Agency
37(1)	Appoint employee or promote permanent employee	Director, People and Culture Inspector, Employment Conditions and Strategy Chief Officer Tasmania Fire Service Deputy Secretary Business and Executive Services	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of appointments and promotions to positions classified up to and including Tasmanian State service Award Band 8 or equivalent in the Agency
37(1)	Appoint employee or promote permanent employee	Manager Employment Advisory Services	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of appointments and promotions to positions classified up to and including Tasmanian State service Award Band 4 or equivalent in the Agency
37(3)	Appoint permanent or fixed term employee	Director, People and Culture	To be exercised in accordance with any current Employment	To be exercised only in respect of appointments to

		Inspector, Employment Conditions and Strategy Chief Officer Tasmania Fire Service Deputy Secretary Business and Executive Services	Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	positions classified up to and including Tasmanian State service Award Band 8 or equivalent in the Agency
37(3)	Appoint permanent or fixed term employee	Manager Employment Advisory Services	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of appointments to positions classified up to and including Tasmanian State service Award Band 4 or equivalent in the Agency
37(4)	Change employment status of employee from fixed term to permanent	Secretary	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of employees in the Agency
37(6)	Determine probation conditions	Director, People and Culture Inspector, Employment Conditions and Strategy Chief Officer Tasmania Fire Service Deputy Secretary Business and Executive Services	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of appointments to positions classified up to and including Tasmanian State service Award Band 8 or equivalent in the Agency
37(6)	Determine probation conditions	Manager Employment Advisory Services	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of appointments to positions classified up to and including Tasmanian State service Award Band 4 or equivalent in the Agency
37(7)	Determine permanent employee not on probation	Director, People and Culture Inspector, Employment Conditions and Strategy	To be exercised in accordance with any current Employment Direction issued under	To be exercised only in respect of appointments to positions classified up

		Chief Officer Tasmania Fire Service Deputy Secretary Business and Executive Services	section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	to and including Tasmanian State service Award Band 8 or equivalent in the Agency
37(7)	Determine permanent employee not on probation	Manager Employment Advisory Services	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of appointments to positions classified up to and including Tasmanian State service Award Band 4 or equivalent in the Agency
Section 45(1)	Terminate employment of fixed- term employee	Secretary Director, People and Culture Chief Officer Tasmania Fire Service Deputy Secretary Business and Executive Services	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of employees in the Agency
Section 48(1)(a)- (e)	Take action(s) re employee found unable to perform duties (except termination)	Secretary	To be exercised in accordance with any current Employment Direction issued under section 17 of the Act and any practices, procedures or standards determined under section 15(1)(b) of the Act	To be exercised only in respect of employees in the Agency

Dated at HOBART this 7th day of July 2022

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Jenny Gale
Head of the State Service

