














































# 2022 Government information held by the department






Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
<b>Economic Group</b>		<b>Advice</b>			
Economic Group	Census	Preparation for Census, analysis and advice on Census data.	No		By Application according to Public Interest
Economic Group	Contingent Liabilities	Approvals are sought from the Treasurer or Delegate and information relating to the approval.	No		By Application according to Public Interest
Economic Group	Council for Federal Financial Relations (CFFR)	Briefs and working documents prepared for CFFR, committee and working group meetings.	No		By Application according to Public Interest
Economic Group	Council of Australian Governments (COAG) Reforms	Briefs, correspondence and submissions.	No		By Application according to Public Interest
Economic Group	Commercial issues and major projects	Communication, tender information and briefs on commercial issues and major projects in the NT.	Yes		By Application according to Public Interest
Economic Group	Board of Treasurers (BoT)	Briefs and working documents prepared for BoT, committee and working group meetings.	No		By Application according to Public Interest
Economic Group	Commonwealth Budget	Briefs and correspondence.	No		By Application according to Public Interest
Economic Group	Commonwealth Grants Commission	Reviews, reports, submissions, briefs and correspondence.	No	 	By Application according to Public Interest Annual update submission available to: Public
Economic Group	Competitive neutrality	Advice and complaints handling.	Yes		By Application according to Public Interest











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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Economic Group	Economic Analysis	Briefs, correspondence and research.	No		By Application according to Public Interest
Economic Group	Economic Briefs	Various economic briefs providing an overview and analysis of economic indicators in the NT.	No		Format: Electronic via the DTF website
Economic Group	Hydraulic Fracturing	Briefs, correspondence and advice.	No		By Application according to Public Interest
Economic Group	Economic Policy	Briefs, correspondence and submissions on general economic policy issues.	No		By Application according to Public Interest
Economic Group	Electricity	Briefs, correspondence and reports on electricity issues, legislation, regulations, reforms and reviews.	No		By Application according to Public Interest
Economic Group	Electricity, Water and Sewerage Price Regulation	Determinations, pricing orders, advice, briefs and correspondence.	No		By Application according to Public Interest
Economic Group	Financial Interests	Information on financial interests held by the Territory, in accordance with the Treasurer's Directions.	Yes	 	By Application according to Public Interest
Economic Group	Foreign Investment Review Board	Proposals, briefs and correspondence.	No		By Application according to Public Interest
Economic Group	Fuel Prices	Briefs, research, correspondence and reports, development of the MyFuel NT project.	No		By Application according to Public Interest
Economic Group	Gas issues and reforms	Briefs, correspondence and reports.	No		By Application according to Public Interest
Economic Group	Grocery Price Survey	Quarterly reports – discontinued in late 2012.	No		By Application according to Public Interest
Economic Group	GST	Reports, reviews, submissions, briefs and correspondence.	No		By Application according to Public Interest

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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Economic Group	Indemnities and guarantees	Briefs and advice.	No		By Application according to Public Interest
Economic Group	Indigenous Essential Services	Briefs, correspondence and reports.	No		By Application according to Public Interest
Economic Group	Indigenous Expenditure	Briefs, correspondence, reports and reviews.	No		By Application according to Public Interest
Economic Group	Insurance	Briefs, correspondence and submissions.	No		By Application according to Public Interest
Economic Group	Intergovernmental relations	Intergovernmental relations briefs, reports, reviews and correspondence.	No		By Application according to Public Interest
Economic Group	Jacana Energy	Reports, correspondence and briefs regarding financial performance, corporate governance, and the Jacana Energy board.	No		By Application according to Public Interest
Economic Group	Motor Accidents Compensation Commission	Reports, correspondence and briefs regarding regulatory issues, corporate governance and prudential supervision.	No		By Application according to Public Interest
Economic Group	National Agreements, National Partnership Agreements and Federation Funding Agreements	Briefs and advice.	No	 	By Application according to Public Interest Signed agreements available to: Public
Economic Group	Northern Territory Electricity Market	Design and implementation, briefs correspondence and advice.	No		By Application according to Public Interest
Economic Group	Northern Australia Infrastructure Facility	Briefs, correspondence and advice.	Yes		By Application according to Public Interest











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Economic Group	NTPS Workers Compensation Insurance	Briefs, advice, procurement documents, claims management determinations.	No		By Application according to Public Interest
Economic Group	National Disaster Relief and Recovery Arrangements	Reviews, briefs and correspondence.	No		By Application according to Public Interest
Economic Group	Population Projections	Projections, research and methodology.	No	 	By Application according to Public Interest projections and output files Available to: Public Format: Electronic via the DTF website
Economic Group	Power Water Corporation (PWC)	Reports, correspondence and briefs regarding financial performance, corporate governance, and the PWC board.	No		By Application according to Public Interest
Economic Group	Productivity Commission	Reports, briefs, submissions and correspondence.	No		By Application according to Public Interest
Economic Group	Regulation Impact Certificates	Correspondence, briefs and certificates.	No		By Application according to Public Interest
Economic Group	Social Indicator brief	Monthly release of social indicator brief.	No		Available to: Public Format: Electronic via the DTF website
Economic Group	Territory Generation	Reports, correspondence and briefs regarding financial performance, corporate governance, and the Territory Generation board.	No		By Application according to Public Interest
Economic Group	Territory Insurance Office (TIO)	Reports, correspondence and briefs regarding regulatory issues, corporate governance, TIO board and prudential supervision. Documents prior to 2015.	No		By Application according to Public Interest








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Economic Group	Utilities Market Reform	Briefs, advice, reports, correspondence, legislation, regulations and rules.	No		By Application according to Public Interest
Economic Group	Unsolicited Proposals	Reports, briefs, submissions and correspondence. Documents prior to 2018.	No		By Application according to Public Interest
Economic Group	Regulatory Reform	Briefs, correspondence, advice and reports.	No		By Application according to Public Interest
Economic Group	Water Reform	Briefs, correspondence and reports.	No		By Application according to Public Interest
<b>Economic Group</b>	<b>Boards, committees and councils</b>				
Economic Group	Australian Bureau of Statistics (ABS) and related statistical committees	Meeting papers.	No		By Application according to Public Interest
Economic Group	COAG Councils (various)	Meeting papers and briefings.	No		By Application according to Public Interest
Economic Group	Council for Federal Financial Relations	Meeting papers, briefs and reports.	No		By Application according to Public Interest
Economic Group	COAG Energy Council	Meeting papers, voting forms and briefs.	No		By Application according to Public Interest
Economic Group	Board of Treasurers (BoT)	Meeting papers, briefs and reports.	No		By Application according to Public Interest
Economic Group	GST Administration Sub-Committee (GSTAS) / GST Policy and Administration Sub-group (GPAS)	Meeting papers, briefs and reports.	No		By Application according to Public Interest








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


Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Economic Group	Corporation Participation - Committees	Historical copies of brief papers, minutes of meetings, agenda papers for Corporation Committee Meetings of which the Northern Territory Government has an interest.	No		By Application according to Public Interest
Economic Group	Heads of Treasuries	Meeting papers and briefings.	No		By Application according to Public Interest
Economic Group	Deputy Heads of Treasuries	Meeting papers and briefings.	No		By Application according to Public Interest
Economic Group	National Disability Insurance Scheme	Working Groups meeting papers.	No		By Application according to Public Interest
Economic Group	National Injury Insurance Scheme	Working Groups meeting papers.	No		By Application according to Public Interest
<b>Economic Group</b>		<b>Agreements</b>			
Economic Group	Consultants	Various consultancy agreements.	No		By Application according to Public Interest
Economic Group	Memorandum of Understanding (MOU) between NTG and ABS re Statistical Liaison	MOU, briefs and meeting papers.	No		By Application according to Public Interest
Economic Group	National Agreements, National Partnership Agreements, Federation Funding Agreements	Agreements, briefs, correspondence and reports.	No	 	By Application according to Public Interest Signed agreements available to: Public
Economic Group	Partnership Agreement for the Professor of Economics at CDU	Agreement and meeting papers.	No		By Application according to Public Interest

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Economic Group	Private Public Partnership Agreements	Advice, briefs and submissions.	No		By Application according to Public Interest
<b>Economic Group</b>		<b>Research</b>			
Economic Group	NT Budget Economy Book chapters	Research and drafts.	No		By Application according to Public Interest
<b>Economic Group</b>		<b>Policy</b>			
Economic Group	Statement on Competitive Neutrality	Policy.	No		Available to: Public Format: Hard copy & Electronic via the NTG website
Economic Group	Government Owned Corporations Corporate Governance and Reporting Framework	Policy.	No		Available to: Public Format: Electronic via the NT Parliament website
<b>Executive</b>		<b>Audit</b>			
Executive	Annual Audit Reporting	DTF's Annual Audit, including Letters, Memos and Reports.	No	  \$	Publication: Auditor-General's Report to the Legislative Assembly / DTF's Annual Report Available to: Public Format: Hard copy & Electronic via the DTF website
Executive	Audit - Management	Faxes, letters, memos relating to Risk Management and the Internal Audit.	No		By Application according to Public Interest







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<b>Executive</b> <b>Boards, committees and councils</b>					
Executive	Australian Loan Council	Outcomes reports, Uniform Presentation Framework and Loan Council allocations.	No		By Application according to Public Interest
Executive	Australian Statistical Advisory Council	Papers, correspondence and notes.	No		By Application according to Public Interest
Executive	Estimates Committee	Answers to questions from members of the Estimates Committee and the Government Owned Corporations Scrutiny Committee in scrutinising the Government's expenditure proposals for each government agency and Authorities.	No		Publication: Estimates Committee Public Hearing Transcripts. Available to: Public Format: Electronic via DTF the website
Executive	Executive Council	Submissions that go before the Executive Council on matters such as making regulations and the transferring of funds pursuant to the <i>Financial Management Act</i> .	No		By Application according to Public Interest
Executive	Executive Council Submissions Register	Green hard cover book listing DTF Executive Council Submissions. Executive Council Secretariat issue block numbers to all agencies which are to be allocated to every Executive Council submission.	No		By Application according to Public Interest
<b>Executive</b> <b>Briefs</b>					
Executive	Legislative Assembly Briefs	Briefing papers to advise Treasurer/Minister(s) and Ministerial Advisers of relevant issues that may be discussed in the Legislative Assembly.	No		By Application according to Public Interest
Executive	Estimates Committee Briefs	Briefing papers to advise Treasurer and the Estimates Committee Board of relevant issues that may be discussed in the Estimates Committee Hearings.	No		By Application according to Public Interest







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<b>Executive</b>		<b>Cabinet</b>			
Executive	Cabinet Decisions	Cabinet Decisions on DTF matters.	Yes		By Application according to Public Interest
Executive	Cabinet Submissions - Final	Cabinet Submissions on DTF matters - Final.	Yes		By Application according to Public Interest
Executive	Draft Cabinet Submissions for DTF and for Comment	Draft Cabinet submissions from other agencies for DTF comment, and those created by DTF.	Yes		By Application according to Public Interest
<b>Executive</b>		<b>Information technology, systems and registers</b>			
Executive	Statutory Bodies Database	DTF's entries on the register of Northern Territory Government Boards and Committees database managed by the Department of the Chief Minister.	No		By Application according to Public Interest
Executive	Election Commitment Database	DTF's entries on the register of Northern Territory Election Commitments for the government of the day, database managed by the Ministerial Liaison Unit within the Department of the Chief Minister. The information from the register is used to prepare progress updates on Commitment outcomes for Cabinet.	No		By Application according to Public Interest
<b>Executive</b>		<b>Ministerial</b>			
Executive	Ministerials - General and Personal/Under Treasurer's Minutes	Correspondence initiated by the Minister's office in the form of general correspondence for our information or action by DTF. This could be either requests for background briefings, letters for the Minister's signature etc. Briefings for the Treasurer initiated by DTF.	No		By Application according to Public Interest







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<b>Executive</b>		<b>Reports</b>			
Executive	DTF Annual Report	Annual report describing DTF's achievements, developments and operational outcomes during the year. This meets CE accountability requirements.	No	 	Publication: DTF Annual Report Available to: Public Format: Hard copy or Electronic via DTF website
<b>Executive Services</b>		<b>Administration</b>			
Executive Services	Executive Administration	Information relating to the administration of the Executive Support Unit, including procedure manuals, contact listings and general correspondence.	No		By Application according to Public Interest
Executive Services through DCDD shared services	Fleet Management	Management, maintenance, repairs and disposal of department vehicles. Includes accidents, arrangements, compliance with Fringe Benefit Tax (FBT), leasing, liaison and inspections.	Yes		By Application according to Public Interest
Executive Services	Procurement	Records relating to the development and issue of tender documents, evaluation of tenders received, post offer negotiations and due diligence checks (includes statements of requirements, expressions of interest, Request For Information (RFI), Request For Quotation (RFQ), draft contracts, evaluation reports, recommendations, final reports and gazettal/public notices).	Yes		By Application according to Public Interest
Executive Services	Property Management	Management of working and storage space within premises rented or leased by the department. Includes fitting-out, maintenance and security (including authorisation and access to premise). Also includes leasing, liaison and tendering information.	Yes		By Application according to Public Interest








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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Executive Services	Risk and Audit	Implementation and coordination of internal and external risk and audit programs and strategies. Includes compliance, reporting and audit.	No		By Application according to Public Interest
Executive Services	Telecommunications	Telephone acquisition, relocations, audit and disposal.	Yes		By Application according to Public Interest
Executive Services through CM&C Shared Services	Work Health and Safety (WHS)	Accidents, advice, audit, compliance, implementation, inspections, liaison, meetings and standards. Includes coordination of DTF Work Health and Safety Management System and its associated policies, procedures and terms, incident/accident reports and internal investigations, and WHS committee meeting agendas and minutes.	Yes	 	By Application according to Public Interest
<b>Executive Services</b>		<b>Communications</b>			
Executive Services	Publications	Document editing and review for external and internal communications. Includes project/campaigns, marketing material, advertising and template management. Publications include Budget papers and Annual Reports.	No		By Application according to Public Interest
Executive Services	Training	Advice and training material provided to DTF staff for basic formatting and editing of DTF documents.	No		By Application according to Public Interest
Executive Services	Website	Administration, review and maintenance of DTF websites: InSite (DTF staff only) and Internet (publically available).	No		By Application according to Public Interest
<b>Executive Services</b>		<b>Finance</b>			
Executive Services through CM&C shared services	DTF Financial Management	Financial Management – accounting, banking, reports, receipts, reconciliations, financial statements, forward estimates, expenditure, monthly reporting, Excel spreadsheets, requisitions.	No		By Application according to Public Interest

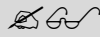






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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Executive Services	Natural Disasters Relief and Recovery Arrangements	Reviews, advice, reviews, submissions, reports and correspondence.	No		By Application according to Public Interest
Executive Services	Natural Disasters in Australia	A report to the Council of Australian Governments or National Cabinet by a high level officials' group.	No		By Application according to Public Interest
Executive Services	Natural Disaster Relief Arrangements	COAG or National Cabinet Review of Natural Disaster Relief and Mitigation arrangements. Northern Territory will be providing information to Council of Australian Governments COAG or National Cabinet as requested.	No		By Application according to Public Interest
<b>Executive Services Information and records management</b>					
Executive Services through CM&C shared services	Information Policy	Applications and questions relating to the <i>Information Act</i> . Includes applications for access to government information, access to and correction of personal information and request for reviews of decisions made. Includes policies, procedures, compliance, training material, correspondence, audits and advice in relation to Freedom of Information.	Yes		By Application according to Public Interest
Executive Services through CM&C shared services	TRM System Administration	System administration records (including security allocation, system configuration, authorisations, audits and reviews), policies and procedures, training material and correspondence for DTF.	No		By Application according to Public Interest
Executive Services through CM&C shared services	Records Management	Policies, procedures, training material, correspondence, audit and compliance, Notices of Destruction (NODs), record disposal schedules, management of internal and external mail and courier services, record storage facilities, newspaper distribution and subscription services.	No		By Application according to Public Interest









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<b>Executive Services</b>		<b>Information technology, systems and registers</b>			
Executive Services through DCDD	Information Management	Information systems other than TRM, requisitions, policy and notes of administration, minutes of meetings, correspondence, training documentation templates and Information Policy.	No		By Application according to Public Interest
Executive Services through DCDD	DTF Information Technology	Information management, technology and telecommunications, publishing and production, security access forms, software licences, purchase of computers and equipment, warranties, procedures and projects (i.e. performance agreements).	Yes		By Application according to Public Interest
<b>Executive Services</b>		<b>Personnel</b>			
Executive Services	DTF Employment Programs	Information relating to the early career programs and opportunities such as the graduate program, Work Integrated Learning Scholarship (WILS), Indigenous Cadetship Support (ICS), Indigenous Employment Program (IEP), Apprenticeships, vacation employment program and work experience.	No	 	DTF Employment Programs Available to: Public Format: Electronic via the DTF website
Executive Services	DTF Employment Programs	Personnel records related to early career programs and opportunities such as the graduate program, Work Integrated Learning Scholarship (WILS), Indigenous Cadetship Support (ICS), Indigenous Employment Program (IEP), Apprenticeships, vacation employment program and work experience.	Yes	 	By Application according to Public Interest
Executive Services through DCDD shared services	Workforce Management	Employee records and reporting in relation to Performance Management and statistical reporting.	Yes		By Application according to Public Interest






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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Executive Services through DCDD shared services	Training and Development	Employee records, databases and reporting in relation to ROADmap's (i.e. performance agreements). Leadership and Professional Development Key Performance Indicators (KPI's).	Yes		By Application according to Public Interest
Executive Services through DCDD shared services	Workforce Planning	Workforce Plans, strategies and frameworks including Policies, Procedures, staff surveys, reports and key performance indicators.	No		By Application according to Public Interest Format: Electronic via the DTF intranet website only
Executive Services through DCDD shared services	Workforce Planning	Recruitment, advertising and appointment outcomes; general HR enquiries and professional development opportunities.	Yes		By Application according to Public Interest
Executive Services	Marketing and Promotion	Information relating to recruitment campaigns run by DTF (including representation at career expos, Treasury Forums) and sponsorship of awards at various local high schools and Charles Darwin University.	Yes		By Application according to Public Interest
<b>Financial Management Group</b>			<b>Briefs</b>		
Financial Management Group	Legislative Assembly and Estimates Briefs	Brief papers to advise Treasurer/Minister(s) and Ministerial Advisers of relevant issues that may be discussed in the Legislative Assembly and at Estimates Committee hearings.	No		By Application according to Public Interest
<b>Financial Management Group</b>			<b>Budget</b>		
Financial Management Group	Financial Management Agency Budget Variations	Budget Variation documents.	No		By Application according to Public Interest
Financial Management Group	Financial Management Agency Specific Budget Information	Includes all communications to and from the agency or the Minister responsible for the agency, agency divisional files (agency budget and forward estimates data), Audit Trails, working documents.	No		By Application according to Public Interest

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Financial Management Group	Northern Territory Budget Papers	Northern Territory Annual Budget Papers.	No	 	Publication: Northern Territory Budget Available to: Public Format: Hard copy or Electronic via the DTF website
Financial Management Group	Budget Cabinet Documentation	Budget Cabinet Documentation.	Yes		By Application according to Public Interest
Financial Management Group	Financial Management Budget Cabinet Documentation	Documentation prepared for Budget Cabinet Meetings.	No		By Application according to Public Interest
Financial Management Group	Cabinet Decisions	Cabinet Decisions.	Yes		By Application according to Public Interest
Financial Management Group	Charter of Budget Discipline	Principles under which the Northern Territory Government allocates its resources through the budget development and Cabinet submission processes.	No		Available to: Public Format: Electronically via the DTF website
Financial Management Group	Budget Repair Office	Documentation about the implementation, monitoring and reporting of the Fiscal Strategy Panel's recommendations.	No		By Application according to Public Interest
Financial Management Group	Financial Management Fiscal Repair Standing Committee and Budget Review Subcommittee Documentation	Documentation prepared for Fiscal Repair Standing Committee and Budget Review Subcommittee meetings including quarterly and annual reports on the NT Government's progress pertaining to the Fiscal Strategy Panel's recommendations.	No		By Application according to Public Interest

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<b>Financial Management Group</b>		<b>Financial management and accountability framework</b>			
Financial Management Group	Treasury Circulars	Instructions and assistance with: government accounting issues; budget cycle and associated processes to assist agencies and government business divisions to account for transactions and prepare financial accounts; updates and announcements relating to the Financial Management and Accountability Framework, including the Financial Management Act, Treasurer's Determinations, Treasurer's Directions and Treasurer's Delegations.	No		By Application according to Public Interest
Financial Management Group	Treasurer's Directions, Policy Briefs, Financial Management Principles	Instructions on how to account for financial transactions and other general financial principles that agencies and government business divisions are required to follow.	No		Available to: Public Format : Electronic via the DTF website
Financial Management Group	Treasurer's Determinations	Sets out determinations made by the Treasurer under powers provided in the Financial Management Act, including determinations on: Accountable Officers and exemptions, Accountable Officer's trust accounts, government business divisions, and equity investments.	No		By Application according to Public Interest
Financial Management Group	Treasurer's Delegations	Specifies the persons or office holders on whom the Treasurer has delegated specific Financial Management Act powers and functions.	No		By Application according to Public Interest
<b>Financial Management Group</b>		<b>Information technology, systems and registers</b>			
Financial Management Group	Capital Works Database	Includes information used to develop, monitor and manage the Northern Territory infrastructure program, including program details by agency, project variations and supporting approvals.	No		By Application according to Public Interest






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Financial Management Group	Fraud Notifications and Risk Register	Includes fraud notifications received by the Under Treasurer from agency accountable officers as required by the Treasurer's Direction – Fraud control, including risk assessment and response from a whole of government perspective.	Yes		By Application according to Public Interest
<b>Financial Management Group</b>			<b>Ministerials</b>		
Financial Management Group	Ex-Gratia payments	Ministerials and responses regarding requests to pay monies where there is no legal obligation, however, a moral obligation may exist.	Yes		By Application according to Public Interest
Financial Management Group	Gifts	Ministerials and responses regarding the gratuitous donation of public assets.	No		By Application according to Public Interest
Financial Management Group	Waivers, Write Offs, and Postponements	Ministerials and responses to request a waiver, write off or postponement of debts owed to the Territory.	Yes	 	By Application according to Public Interest
Financial Management Group	Equity investments	Ministerials and responses with regards to proposals for the Territory to enter into equity investments.	No		By Application according to Public Interest
Financial Management Group	Treasurer's Advance	Ministerials and responses with regards to general government sector agencies seeking a Treasurer's Advance.	No		By Application according to Public Interest
Financial Management Group	Transfer of Appropriation	Ministerials and responses to transfer appropriation between types of appropriation, and between agencies.	No		By Application according to Public Interest
<b>Financial Management Group</b>			<b>Reports</b>		
Financial Management Group	Agency Year to Date Actual Financial Statements	Financial information obtained in specific periods from agencies which is used in preparation of whole government reports.	No		By Application according to Public Interest







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Financial Management Group	Annual Actuary Reports	Reports obtained from actuaries on the valuation of the Territory's long-term liabilities, such as workers compensation, superannuation, and National Redress Scheme.	Yes		By Application according to Public Interest
Financial Management Group	Mid-Year Report	Updated published budget estimates, published yearly.	No	 	Publication: Mid-Year Report Available to: Public Format: Electronic via the DTF website
Financial Management Group	Treasurer's Quarterly and Annual Financial Reports	Quarterly and annual consolidated whole of government financial statements; published quarterly in the Government Gazette, comparing year-to-date outcomes against pro-rata budget; and presented annually to the Legislative Assembly in accordance with the Financial Management Act and Australian Accounting Standards.	No		Available to: Public Format: Electronic via the DTF website
Financial Management Group	Treasurer's Annual Financial Report (TAFR)	An annual report for the Treasurer describing the Northern Territory Government's developments, operational, economic and financial outcomes during the financial year.	No	 	Publication: DTF Annual Report Available to: Public Format: Hard copy or Electronic via DTF website
Financial Management Group	Pre-Election Fiscal Outlook	A report published prior to a Northern Territory general election including information about non-policy changes, policy decisions made or commitments entered into since the previous Budget, unaudited outcomes, projections and forward estimates.	No		Available to: Public Format : Electronic via the DTF website
Financial Management Group	Fiscal Strategy Panel Final Report	An independent assessment of the NT's fiscal outlook.	No		Available to: Public Format: Electronically via the DTF website
Financial Management Group	Budget Repair Office	Implementation status report.	No		Available to: Public Format: Electronically via the DTF website









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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Financial Management Group	Whole of Government Financial Statements for Budget and Actual	Consolidated Financial Statements for internal and external whole of government reporting purposes.	No		By Application according to Public Interest
Financial Management Group	Minister Related Party Disclosures	Disclosures obtained annually from ministers that held a portfolio for that financial year, which is used in the preparation of the related party note to the Treasurer's Annual Financial Report.	Yes		By Application according to Public Interest
Financial Management Group	Audits	Documentation and workings to facilitate and support the interim audit and annual audit of the Central Holding Authority and the Treasurer's Annual Financial Statements.	Yes		By Application according to Public Interest
Financial Management Group	Classifications of Functions of Government - Australia	Details of Northern Territory expenditure classified by Classifications of Functions of Government - Australia, provided to the Australian Bureau of Statistics and Commonwealth Grants Commission, and reported in Northern Territory Budget Papers and the Treasurer's Annual Financial Report.	No		By Application according to Public Interest
Financial Management Group	Contingent Liabilities	Details of significant contingent liabilities are disclosed in the Treasurer's Annual Financial Report; further details are disclosed within the notes to financial statements of each respective agency.	No	 	Publication: DTF Annual Report Available to: Public Format: Hard copy or Electronic via DTF website
<b>Financial Management Group</b>		<b>Whole of Government</b>			
Financial Management Group	Appropriation	Documents related to formal tracking of appropriations and Output Revenue transfers.	No		By Application according to Public Interest











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


Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Financial Management Group	Central Holding Authority (CHA)	CHA work papers – daily bank reconciliations, reconcile and monitor CHA revenue collected by agencies; long service leave, superannuation transactions between agencies and CHA, workers compensation, National Redress Scheme, Territory borrowings and investments.	Yes		By Application according to Public Interest
<b>Financial Management Group</b>		<b>Program evaluation and organisational review</b>			
Financial Management Group	Program evaluation schedule, master list and internal register of evaluations and monitoring reports	Information about the program evaluation schedule, master list and an internal register of evaluations and monitoring reports not otherwise published on the DTF website.	No		By Application according to Public Interest
Financial Management Group	Program evaluation toolkit and framework	Framework and toolkit to guide the Northern Territory Government's policy and budget development processes.	No		Format: Electronic via the DTF website
Financial Management Group	Published evaluations and monitoring reports	Evaluations and monitoring reports.	No		Format: Electronic via the DTF website
Financial Management Group	Agency organisational review framework and documentation	Framework and other documents to guide the Northern Territory Government's agency organisational review process.	No		Format: Electronic via the DTF website
Financial Management Group	Agency organisational reviews	Completed agency organisational reviews and reports.	No		By Application according to Public Interest






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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
<b>NT Treasury Corporation</b>			<b>Administration</b>		
NT Treasury Corporation	Procurement	Records relating to the development and issue of tender documents, evaluation of tenders received, post offer negotiations and due diligence checks (includes statements of requirements, expressions of interest, Request For Information (RFI), Request For Quotation (RFQ), draft contracts, evaluation reports, recommendations, final reports and gazettal/public notices).	Yes		By Application according to Public Interest
NT Treasury Corporation	Financial Management	Financial Management – accounting, banking, reports, reconciliations, financial statements, journals, payments, receipts and monthly reporting.	Yes		By Application according to Public Interest
NT Treasury Corporation	Budgets	NTTC budget estimates and supporting documentation.	No		By Application according to Public Interest
NT Treasury Corporation	Risk and Audit	Internal and External audit papers and advice provided to the Corporation and its Advisory board.	No		By Application according to Public Interest
NT Treasury Corporation	NTTC Annual Reports	Annual report describing NTTC's developments and operational outcomes during the year including audited annual financial statements.	No		Available to: Public Format: Electronic via the DTF website
NT Treasury Corporation	Taxation	FBT, GST and BAS returns including policy, payments, reconciliation and reporting.	No		By Application according to Public Interest
NT Treasury Corporation	Policy	NTTC specific policies.	No		By Application according to Public Interest
NT Treasury Corporation	Boards	Meeting papers and minutes.	No		By Application according to Public Interest









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


Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
<b>NT Treasury Corporation</b>			<b>Investing</b>		
NT Treasury Corporation	Investments in money market securities	Financial investments issued in the Australian financial markets from the Government's pool of surplus cash balances.	No		By Application according to Public Interest
NT Treasury Corporation	Segregated pool of investment funds held within CHA	Details of performance returns and asset allocation of funds managed by external fund managers.	No		By Application according to Public Interest
<b>NT Treasury Corporation</b>			<b>Lending</b>		
NT Treasury Corporation	Loans	Details of loans to NT Government, its Agencies, Government Business Divisions (GBDs), Government Owned Corporations (GOCs) and approved local authorities.	No		By Application according to Public Interest
<b>NT Treasury Corporation</b>			<b>Borrowings</b>		
NT Treasury Corporation	Designated Investments	Bonds issued to migrants to comply with Department of Immigration and Border Protection (DIBP) visa requirements.	Yes	 	By Application according to Public Interest
NT Treasury Corporation	Territory Bonds	Personal contact details and related information held on NTTC's retail investors in Territory Bonds.	Yes	 	By Application according to Public Interest
NT Treasury Corporation	Territory Bonds rates and related forms	Latest Territory Bonds rates and related forms such as Prospectus and Application form, Sale, Change of Details and Transfer forms and the Designated Investment forms available for download to the public.	No		Available to: Public Format: Electronic via the DTF website
NT Treasury Corporation	Wholesale Fixed Interest Securities	Debt raised by NTTC from financial institutions through private placements or syndicated issuance.	No		By Application according to Public Interest
NT Treasury Corporation	Promissory Notes	Short-term debt raised by NTTC from selected financial institutions through private placements or wholesale tender.	No		By Application according to Public Interest

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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
<b>Superannuation Office</b>		<b>Administration</b>			
Superannuation Office	Member Records	<p>Contains records of members belonging to the following NT Public Sector schemes:</p> <ul style="list-style-type: none"> <li>Northern Territory Government Public Authorities Superannuation Scheme (NTGPASS);</li> <li>Northern Territory Superannuation Supplementary Scheme (NTSSS);</li> <li>Northern Territory Police Supplementary Benefit Scheme (NTPSBS);</li> <li>Legislative Assembly Members' Superannuation Scheme (LAMS);</li> <li>Northern Territory Administrators Pension Scheme; and</li> <li>Northern Territory Government Death and Invalidity Scheme (NTGDIS).</li> </ul> <p>Includes all correspondence to and from members and may contain legal and medical documents.</p>	Yes	 	By Application according to Public Interest
Superannuation Office	Complaints	All records of complaints received by the Superannuation Office. Includes all information relating to the implementation of the complaints procedure including correspondence with the complainant, investigation of complaint and decisions made.	Yes		By Application according to Public Interest
Superannuation Office	Service providers	Agreements, leases, service level agreement and pricing.	No		By Application according to Public Interest
<b>Superannuation Office</b>		<b>Boards, committees and councils</b>			
Superannuation Office	Superannuation Trustee Board (STB)	STB relating to NTGPASS, NTPSBS and LAMS superannuation schemes Meetings, Agendas, papers and minutes. The STB ceased to exist on 26 June 2019.	Yes		By Application according to Public Interest






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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Superannuation Office	NTGPASS Review Board	Review Board relating to NTGPASS and NTGDIS schemes (note NTCAT now presides; Review Board ceased to exist on 1 July 2015).	Yes		By Application according to Public Interest
<b>Superannuation Office</b>			<b>Member education</b>		
Superannuation Office	Information Sessions and Seminars	Presentations to members of superannuation schemes administered by the NT Superannuation Office.	No	 	Available to: Public Format: Hard copy or Electronic via the DTF website (presentations only)
Superannuation Office	Fact Sheets, forms and Information Books	Information material provided by the Superannuation Office.	No	 	Available to: Public Format: Hard copy or Electronic via the DTF website
<b>Superannuation Office</b>			<b>Legislation</b>		
Superannuation Office	Legislation for Superannuation schemes	The development of or the amendment to existing legislation for schemes NTGPASS, NTSSS, NTPSBS, LAMS, Administrators and NTGDIS.	No	 	Available to: Public Format: Hard copy or Electronic via the DTF website (legislation only)
<b>Superannuation Office</b>			<b>Policy</b>		
Superannuation Office	Policy for schemes	Policy analysis and development for the governance of NTGPASS, NTSSS, NTPSBS, LAMS, Administrators and NTGDIS.	No		Additional information By Application according to Public Interest






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<b>Superannuation Office</b>			<b>Reports</b>		
Superannuation Office	Reports/Publications	DTF Reporting Requirements, Commissioner of Superannuation Reporting Requirements, other statutory reporting requirements, Web site publications and maintenance.	No	  	Available to: Public Format: Hard copy or Electronic via the DTF Website Additional information By Application according to Public Interest
Superannuation Office	Actuarial services for the NT Public Sector Superannuation Schemes	Reports, reviews and certificates for superannuation schemes as required under Commonwealth (taxation) and NT governing legislation ( <i>Superannuation Act 1986</i> , <i>Superannuation Guarantee (Safety Net) Act 1993</i> , <i>Legislative Assembly Members' Pensions Act 1979</i> , <i>NTPSBS Trust Deed and Rules</i> , <i>Administrators Pensions Act 1981</i> , <i>Supreme Court (Judges Pensions) Act 1980</i> ).	No		Publication: Triennial actuarial reviews available on DTF website Available to: Public Format: Hard copy or Electronic via the DTF Website Additional information By Application according to Public Interest
Superannuation Office	Actuarial services for the NT Public Sector Superannuation Schemes	Working papers for the above reports, reviews and certificates.	Yes		By Application according to Public Interest
Superannuation Office	Compliance Reporting	Record of various statistical data reports to: - APRA (annual and quarterly returns for NTGPASS, LAMS and NTSSS) - ATO - Austrac (annual compliance and other AML/CTF reports and information provided on NTSO designated services)	No		By Application according to Public Interest
Superannuation Office	Compliance Reporting	Working papers for the above APRA and Austrac data.	Yes		By Application according to Public Interest
Superannuation Office	Compliance Reporting	Record of various member data reports to ATO (member contribution statements and lost member reports).	Yes		By Application according to Public Interest

















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<b>Superannuation Office</b>		<b>Financial records</b>			
Superannuation Office	Accounting Records	Various financial transaction records of the NT Public Sector Superannuation Schemes to comply with reporting, accounting standards, audit requirements and for legislative accountability. Includes all pension/benefit payments (including surcharge and Division 293 Tax), contributions from both employee and employer, rollovers to and from other funds, and investment rates of return.	Yes		By Application according to Public Interest
Superannuation Office	NT Superannuation Office Accounting Records	Various accounting records and reports in respect of the Central Holding Authority (Org 18) and the Superannuation Office (Org 25).	No		By Application according to Public Interest
Superannuation Office	Audit	Record of Auditor-General audit opinions on Financial Statement and Operating Standard (Compliance) Audits for NTGPASS, LAMS and NTPSBS.	No		By Application according to Public Interest
<b>Territory Revenue Office</b>		<b>Administration</b>			
Territory Revenue Office	Audits	Information related to the conduct of audits for Royalty Purposes.	Yes		By Application according to Public Interest
Territory Revenue Office	Business Administration	Office procedures and information, workflows, organisational charts, project plans, status reports, staff meetings, staff development, budget, strategic plan, benchmarking, performance indicators, risk management, procurement management.	No		By Application according to Public Interest
Territory Revenue Office	Community Liaison	Consultation and enquiries from key stakeholders and other interested parties (including members of the royalty payer or taxpayer community).	Yes	 	By Application according to Public Interest

















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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Territory Revenue Office	Data Administration	Datasets and referrals provided by the Australian Taxation Office and other bodies to assist in data matching, budget analysis, revenue forecasting, routine spreadsheets and reports.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Government Liaison	Reciprocal powers, requests for information, liaison with government Departments and other agencies, provision to and receipt of information between government agencies.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Lodgements – Finalised and Pending	Contracts, Transfers (Property & Shares), Deeds, Leases, Home Incentive Scheme Applications, Birth Certificates, Passports, Finance Approval Letters, Family Court Orders, Profit & Loss, Balance Sheet, Trust Deeds, Objections, Recovery Action documents, Bank Account details, Valuations.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Royalty Payer Files	Royalty payer correspondence files. Includes Royalty returns and Audits.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Return Documents	Return forms lodged as a part of being registered for returns based taxes.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Taxpayer Inquiries	Inquiry letters forwarded to businesses querying potential liabilities under taxation legislation.	Yes	 	By Application according to Public Interest
Territory Revenue Office	General Inquiries	Requests for information or advice in relation to a real or potential liability to stamp duty or payroll tax, or eligibility for a home incentive scheme.	Yes	 	By Application according to Public Interest















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


Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Territory Revenue Office	Taxpayer Registration Files	Registration files for Payroll Tax, Hiring Arrangements, Insurance Duty, Debits Tax, Mineral Royalties, Conveyance By Return, Life Insurance, and Electronic Debits Duty.	Yes	 	By Application according to Public Interest
<b>Territory Revenue Office</b>		<b>Grants, subsidies, schemes and exemptions</b>			
Territory Revenue Office	Eligible Exploration Expenditure Certificate (EEC) Applications	Eligible Exploration Expenditure applications, issue of Eligible Exploration Certificates.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Payroll Tax Exemption	Information relating to applications for exemption from payroll tax.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Payroll Tax Exclusion from Grouping	Application for exclusion from grouping, including supporting documentation, submissions and correspondence.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Stamp Duty Exemption	Applications for stamp duty exemption including supporting documentation, submissions and correspondence.	Yes	 	By Application according to Public Interest
Territory Revenue Office	First Home Owners Grant (FHOG)	Application for FHOG; and associated supporting documentation.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Household Goods Grant Scheme (HGGS)	Application for HGGS; and associated supporting documentation.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Hiring Arrangements - Exempt Lender	Application to be exempt Lender.	Yes	 	By Application according to Public Interest









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


Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Territory Revenue Office	Liquor Subsidy	Application Form containing required information including bank account details.	Yes	 	By Application according to Public Interest
Territory Revenue Office	MVR Stamp Duty Exemptions	Correspondence/Application for exemption and other supporting documents.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Quickstart 1 and 2	Applications for Quickstart, supporting documentation and correspondence.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Solar Hot Water Subsidy	Application Form, Invoices, Certificate of Occupancy and other supporting documents.	Yes	 	By Application according to Public Interest
Territory Revenue Office	BuildBonus	Applications for BuildBonus, supporting documentation and correspondence.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Buildstart	Applications for Buildstart, supporting documentation and correspondence.	Yes	 	By Application according to Public Interest
Territory Revenue Office	First Home Owner Boost	Applications for First Home Owner Boost, supporting documentation and correspondence.	Yes	 	By Application according to Public Interest
Territory Revenue Office	First Home Owner Bonus	Applications for First Home Owner Bonus, supporting documentation and correspondence.	Yes	 	By Application according to Public Interest











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Territory Revenue Office	First Home Owner Discount	Applications for First Home Owner Discount, supporting documentation and correspondence.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Corporate reconstruction	Applications for ruling and exemption for corporate reconstructions, supporting documentation and correspondence.	Yes	 	By Application according to Public Interest
<b>Territory Revenue Office</b>		<b>Information technology, systems and registers</b>			
Territory Revenue Office	Objections Database	Contains details of all objections handled by Territory Revenue Office.	Yes		By Application according to Public Interest
Territory Revenue Office	TAXAD Database	Taxpayer records.	Yes	 	By Application according to Public Interest
Territory Revenue Office	INTRA Database	Taxpayer records.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Compliance Database	Records relating to past, current and future audits.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Unclaimed Money	Records relating to general unclaimed money and unclaimed superannuation held by the Territory Revenue Office.	Yes	 	By Application according to Public Interest
<b>Territory Revenue Office</b>		<b>Legal</b>			
Territory Revenue Office	Legal Services	Territory Revenue Office - advice, appeals, objections.	No		By Application according to Public Interest

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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Territory Revenue Office	Prosecutions	Prosecution information in relation to royalties, taxation and home owner incentive grants in the Northern Territory.	Yes	 	By Application according to Public Interest
<b>Territory Revenue Office</b>			<b>Personnel</b>		
Territory Revenue Office	Personnel	Interview reports, performance development plan, identification cards and authorisations and special arrangements.	Yes	 	By Application according to Public Interest
<b>Territory Revenue Office</b>			<b>Policy</b>		
Territory Revenue Office	Policy	Policy information in relation to administration of royalties and taxation in the Northern Territory.	No	 	Available to: Public Format: Electronic via the DTF website
<b>Territory Revenue Office</b>			<b>Reference and education material</b>		
Territory Revenue Office	Client Education	Circulars, booklets, brochures, fact sheets, forms for taxes, royalties and grants. Includes the Commissioner's Guidelines, Rulings, Petroleum Royalty Overview and Mineral Royalty Act Overview and Guidelines.	No	 	Publication: Circulars, Information sheets and brochures, Payroll Tax Guide, Payroll Tax Rulings, Stamp duty lodgement guide CBR User Guide, Petroleum Royalty Overview and Mineral Royalty Act Overview and Guidelines. Available to: Practitioners and taxpayers Format: Hard copy or Electronic via the DTF website






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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
Territory Revenue Office	Reference Material	Territory Revenue Office information used as reference points. Includes internal procedures, past CPI rates, Capital Recognition Deduction (CRD) and documents to assist future assessments (leases, trusts, franchise agreements).	Yes	 	By Application according to Public Interest
<b>Territory Revenue Office</b>			<b>Relations</b>		
Territory Revenue Office	Community Relations	Marketing and advertising strategies and materials, stakeholder surveys, liaison, consultation processes and requests for information.	No		By Application according to Public Interest
Territory Revenue Office	Government Relations	Ministerial correspondence, legislative amendments, proposed budget measures, policy advice, Legislative Assembly Briefs, conferences and committees.	Yes		By Application according to Public Interest
<b>Territory Revenue Office</b>			<b>Tax</b>		
Territory Revenue Office	Agreements - Royalty	Agreements between royalty payers and DTF.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Debits Tax Exemptions	Application for Exemption - Debits Tax.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Taxpayer Compliance/Audit	Taxpayer audit and compliance investigations for all taxes and duties for the NT.	Yes	 	By Application according to Public Interest







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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
<b>Territory Revenue Office</b>		<b>Unclaimed monies</b>			
Territory Revenue Office	Unclaimed Superannuation Benefits	Details of unclaimed superannuation monies that have been forwarded to the Government from the NT Public Sector Super Funds.	Yes	 	By Application according to Public Interest
Territory Revenue Office	Unclaimed Companies Money	Details of unclaimed companies money that have been received by the NT Government and associated applications and supporting documentation relating to claims.	Yes		Available to: Public Format: Hard copy
<b>Utilities Commission</b>		<b>Administration</b>			
Utilities Commission	Utilities Commission Correspondence	Correspondence.	Yes	 	By Application according to Public Interest
Utilities Commission	Utilities Commission Working papers	Internal working papers.	No		By Application according to Public Interest
Utilities Commission	Utilities Commission Record of Commission meetings	Records, such as minutes of Commission meetings.	No		By Application according to Public Interest
Utilities Commission	Information Circulars	Information circulars issued from time to time to specific stakeholder groups such as contestable customers or on-suppliers.	No	 	Available to: Public Format: Hard copy or Electronic via the Utilities Commission website
<b>Utilities Commission</b>		<b>Information technology, systems and registers</b>			
Utilities Commission	Data Supporting Register	Supplementary information about licence, exemption holders and their activities held by the Utilities Commission, but not made publicly available.	Yes	 	By Application according to Public Interest

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Utilities Commission	Utilities Commission Register of Contestable Customers	Names, addresses, contact details and date from which customer is contestable (to March 2010 – Commencement of Full Retail Contestability).	Yes	 	By Application according to Public Interest
Utilities Commission	Utilities Commission Register of Licence and Exemption Holders	Register of parties holding licences or exemptions for operations in the NT electricity supply market (as required under the <i>Electricity Reform Act</i> ) or water supply and sewerage services (as required under the <i>Water Supply and Sewerage Services Act</i> ).	Yes	   	Available to: Public Format: Hard copy or Electronic via the Utilities website
<b>Utilities Commission</b>		<b>Legislation</b>			
Utilities Commission	Utilities Commission Decision Papers	Decision papers accompanying determinations and approvals, setting out the Commission's reasons for its decision.	No	 	Available to: Public Format: Hard copy or Electronic via the Utilities website
Utilities Commission	Utilities Commission Determinations and Approvals	Determinations and approvals made by the Commission under relevant industry regulation Acts.	No	 	Available to: Public Format: Hard copy or Electronic via the Utilities website
<b>Utilities Commission</b>		<b>Reference and education material</b>			
Utilities Commission	Guidelines	Guidelines issued by the Utilities Commission to assist stakeholders.	No	 	Available to: Public Format: Hard copy or Electronic via the Utilities website
Utilities Commission	Utilities Commission Issues Papers	Papers published by the Commission seeking input from stakeholders and the general public.	No	 	Available to: Public Format: Hard copy or Electronic via the Utilities website

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Division	Information set	Description of information set	Includes personal information?	Access	Methods of availability
<b>Utilities Commission</b>		<b>Reports</b>			
Utilities Commission	Utilities Commission Confidential Reports	Reports requested from time to time by Government to assist in decision making (such as costing of Power Water community service obligations).	No		By Application according to Public Interest
Utilities Commission	Utilities Commission Reports	Reports required by legislation (such as annual power system review) and reports requested from time to time by Government to assist in decision making processes (such as review of network access code).	Yes	  	Publication: Reports Available to: Public Format: Hard copy or Electronic via the Utilities website
<b>Utilities Commission</b>		<b>Submissions</b>			
Utilities Commission	Confidential Submissions	Confidential submissions received from interested parties to issues papers published by the Commission.	No		By Application according to Public Interest
Utilities Commission	Submissions	Submissions received from interested parties to issues papers published by the Commission.	No	 	Publication: Submissions Available to: Public Format: Hard copy or Electronic via the Utilities website

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