

# PART A

## User Guide



## User Guide

### **INTRODUCTION**

The 2004-05 Portfolio Budget Statements (PBS) provides information to the Senate about the planned outcome of the Department of the Senate (the department) and the funding proposed in the appropriation bills.

### **STRUCTURE OF THE PORTFOLIO BUDGET STATEMENTS**

Each PBS is presented in three parts comprising this User Guide (Part A), a Departmental Overview (Part B), and Budgeted Statements (Part C). Part C includes three sections.

#### **Section 1: Appropriations and budget measures**

This section details the link between the resources appropriated and their application to the outputs which contribute to the achievement of the outcome and the impact of any Budget measures.

#### **Section 2: Outcomes and outputs information**

This section provides information on the planned outcome and the contributing administered items and departmental outputs.

#### **Section 3: Budgeted Financial Statements**

This section contains the three budgeted financial statements in accrual format covering budget year, previous year and the three out years for the department.

A glossary is provided at the end of the document.

## **STYLES AND CONVENTIONS USED**

(a) The following notation may be used:

NEC/nec	not elsewhere classified
AEST	Australian Eastern Standard Time
-	nil
..	not zero, but rounded to zero
na	not applicable (unless otherwise specified)
nfp	not for publication
\$m	\$ million
\$b	\$ billion

(b) Figures in tables and in the text may be rounded. Figures in text are generally rounded to one decimal place, whereas figures in tables are generally rounded to the nearest thousand. Discrepancies in tables between totals and sums of components are due to rounding.

## **INQUIRIES**

Should you have any inquiries regarding this publication please contact Mr Joe d'Angelo, Chief Finance Officer in the Department of the Senate on (02) 6277 3077.

A copy of this document can be located on the Budget website at: <http://www.budget.gov.au>