



Parliamentary Service Commissioner

Senator the Hon Stephen Parry
President of the Senate
PO Box 6100
Senate
Parliament House
Canberra ACT 2600

The Hon Tony Smith MP
Speaker of the House of Representatives
PO Box 6022
House of Representatives
Parliament House
Canberra ACT 2600

Dear Presiding Officers

I submit for your consideration a report about the filling of the vacant position of Secretary of the Department of Parliamentary Services. My report is made pursuant to section 59(2) of the *Parliamentary Service Act 1999*.

Yours sincerely


John Lloyd PSM
23 October 2015

Confidential

Report
Secretary Department of Parliamentary Services
Filling of Vacancy

The vacancy was advertised on 28 and 29 August 2015 in the *Canberra Times*, the *Australian Financial Review* and *The Weekend Australian*.

The advertisements attracted 14 applications. I convened an Advisory Panel to consider the applications and to recommend a short list of candidates suitable for interview.

A Selection Committee comprising you and me considered the short list and decided to interview three applicants. [REDACTED]

Written applications, interview performance, and referee reports have been relied on as the basis of the Committee's consideration. The referee reports, where obtained, are at **Attachment A**.

The Committee assessed whether the applicants were able to demonstrate that they could perform the duties of the role to a high degree. Importantly candidates had to demonstrate an impressive record of leadership and delivery in complex operational environments, proven management skills, a focus on high performance, experience in engaging stakeholders effectively and exceptional representational and communication skills. Candidates were also required to have a well-developed understanding of the role and operations of the Parliament.

The Committee's conclusions on the candidates are:

[REDACTED]

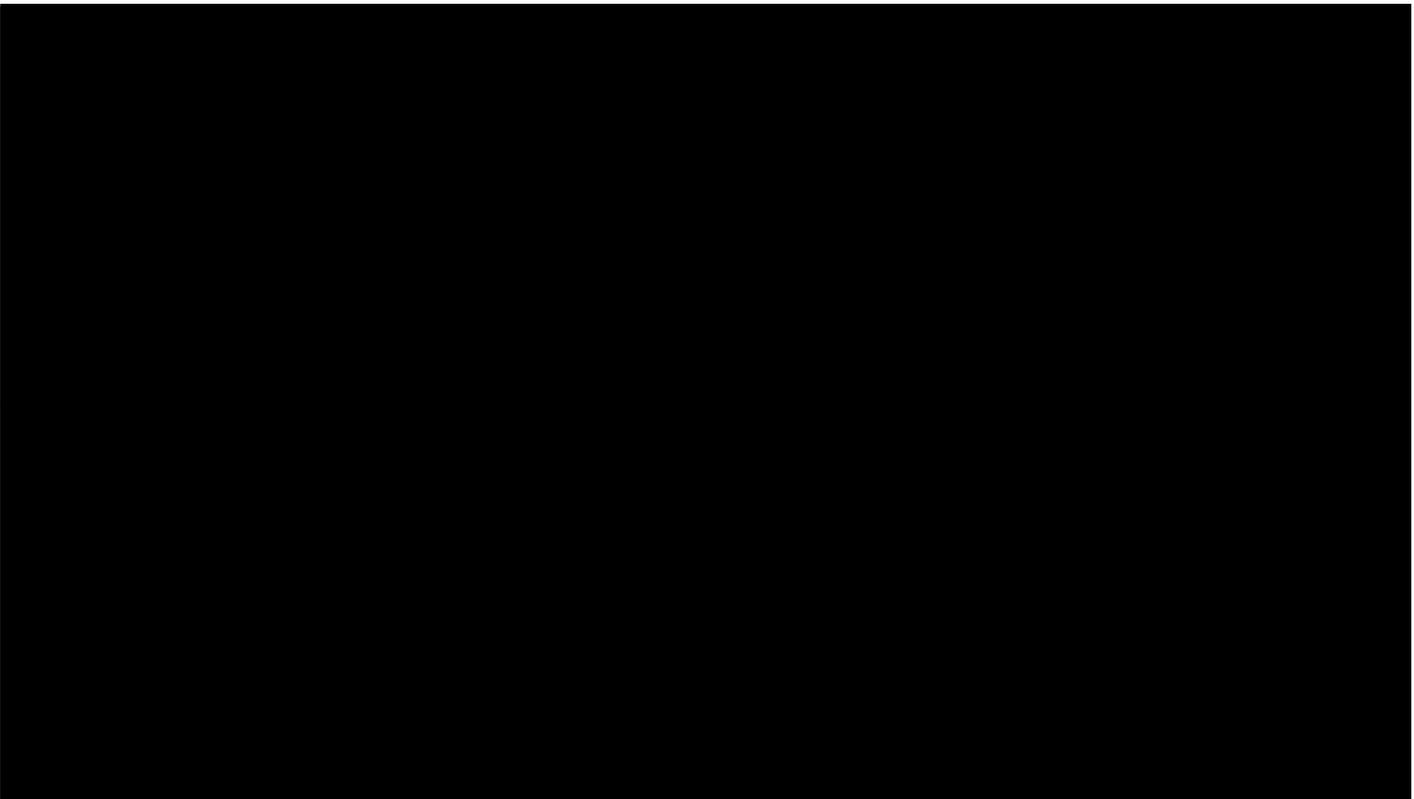
Summary of the Candidate Assessments

[REDACTED]



The Committee concluded that [REDACTED] for appointment to the role of Secretary, Department of Parliamentary Services.

Referees were not sought on this occasion.



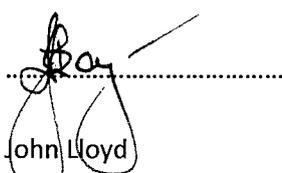
Referees were not sought on this occasion.

The Committee concluded that [REDACTED] [REDACTED] [REDACTED].

Conclusion

I have given careful consideration to the applications, the interviews and the references.

I consider that Mr Rob Stefanic is a highly suitable applicant. I recommend that you proceed to appoint Mr Stefanic to the position of Secretary, Department of Parliamentary Services.

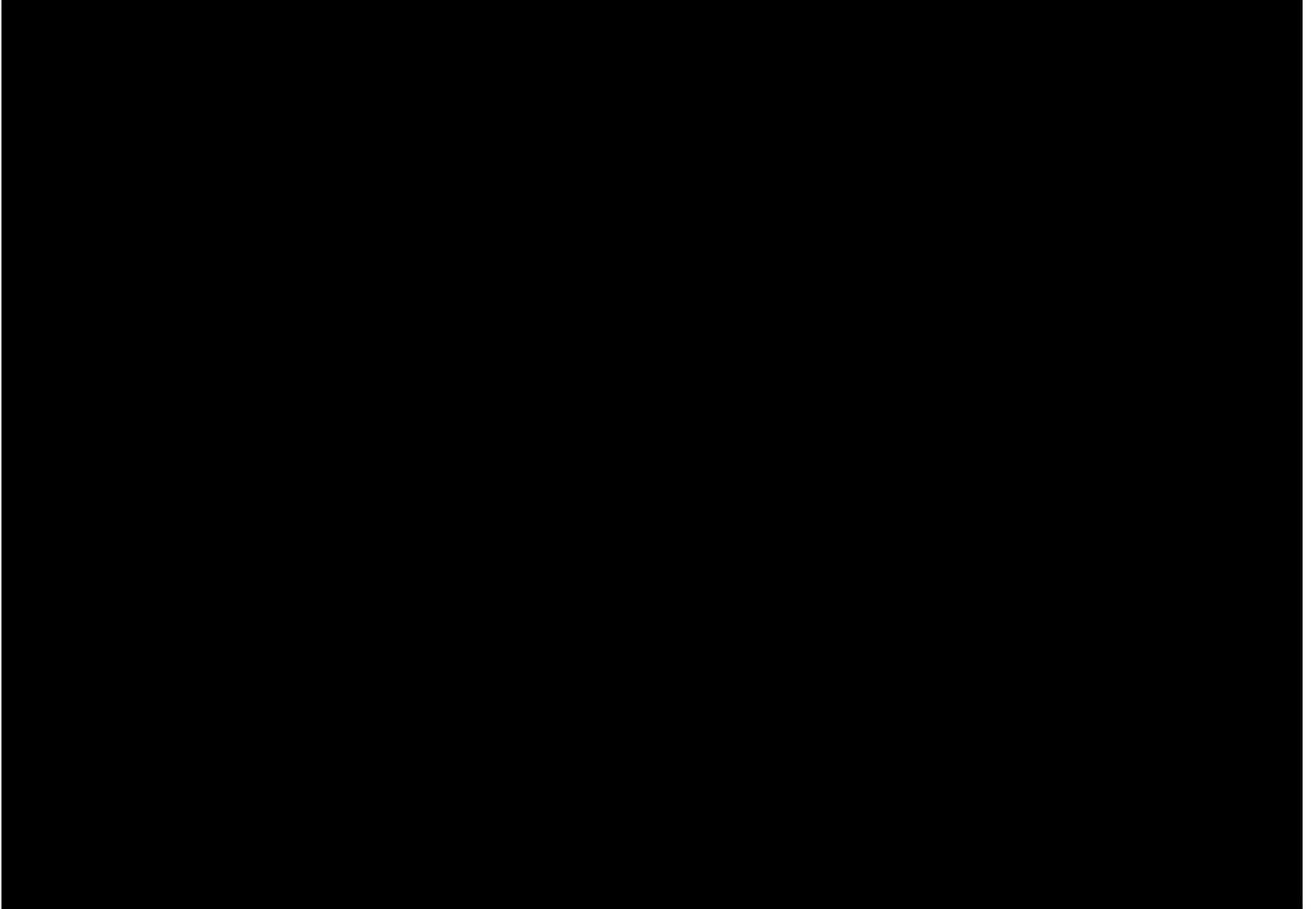


A handwritten signature in black ink, appearing to read 'John Lloyd', is written over a horizontal dotted line. The signature is stylized and somewhat cursive.

John Lloyd
Parliamentary Service Commissioner

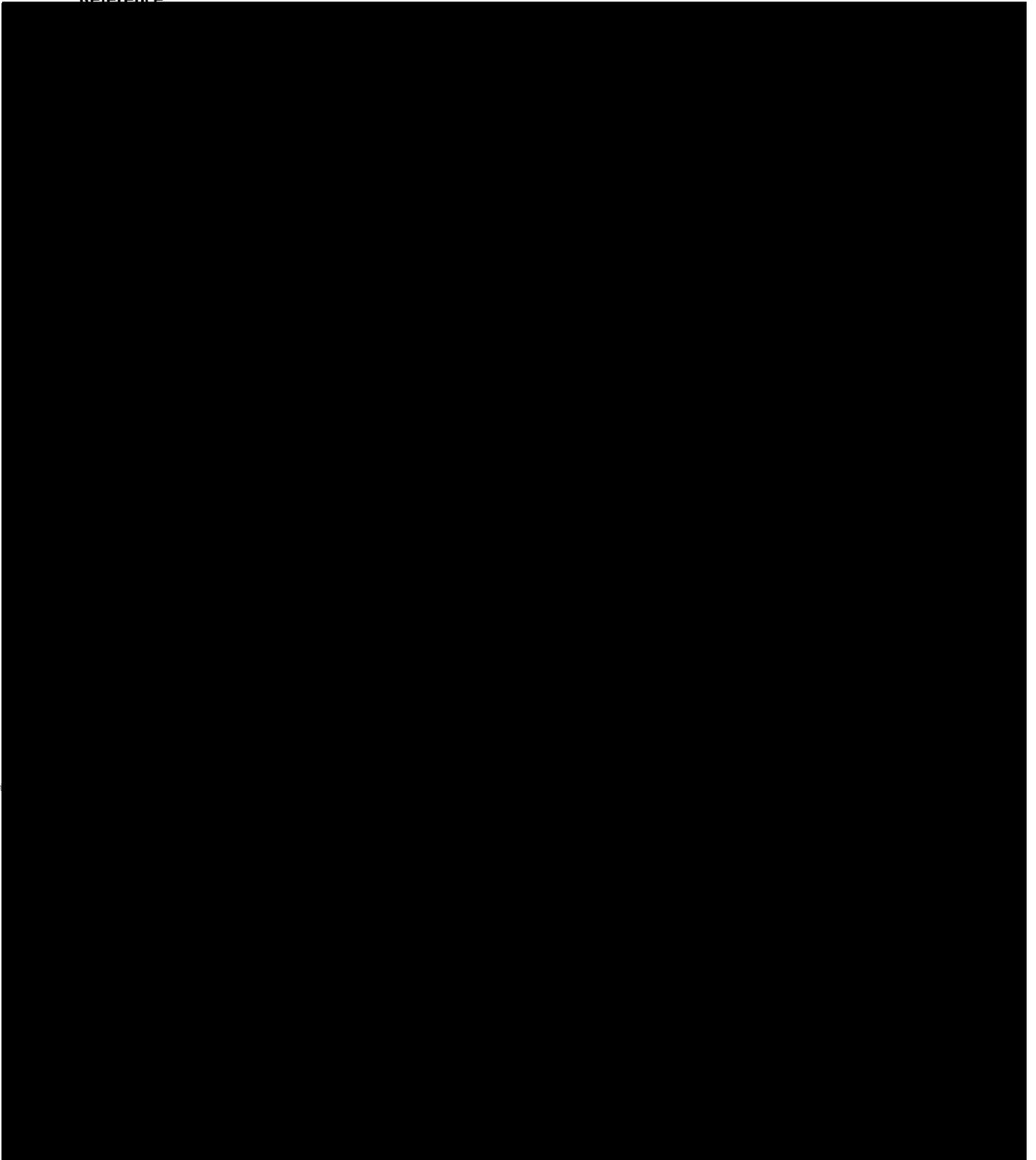
23/10/15

Reference



21 October 2015

Reference



21 October 2015

Reference



21 October 2015