

# Reader's guide



This is the Secretary's report to the Attorney-General and the Minister for Justice and Customs for the financial year 2004–05.

The report meets the Department's formal reporting obligations under the Department of the Prime Minister and Cabinet's *Requirements for annual reports for departments, executive agencies and FMA Act bodies* of June 2005, as approved by the Joint Committee of Public Accounts and Audit.

The report sets out progress the Department made towards fulfilling its mission of *achieving a just and secure society*.

## Structure of the report

The report is in six parts.

### Part 1: Overviews

- Secretary's review: achievements and challenges for the Department during the reporting period, and prospects for the future
- Highlights: list of significant achievements during 2004–05
- Portfolio overview: structure and responsibilities
- Departmental overview: role, functions, mission, outcomes and outputs framework, organisation structure, financial and staffing snapshots

### Part 2: Performance reports

- Reports on performance against the framework of planned outcomes and related outputs published in the 2004–05 Portfolio Budget Statements and Portfolio Additional Estimates Statements

### Part 3: Management and accountability

- Reports on corporate governance and management of finances, human resources, information and knowledge, and on social equity and environment obligations

### Part 4: Financial statements

### Part 5: Appendixes

- Useful additional information and reports under specific legislation

### Part 6: Glossaries and indexes

- Glossary, abbreviations and acronyms; compliance and alphabetical indexes

## Further information

- About the Department:  
<<http://www.ag.gov.au>>
- About the annual report:  
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As soon as possible after its tabling in Parliament, the annual report will be accessible on the Department's web site, <<http://www.ag.gov.au>>.