

**Department of Education
(Office of Industrial Relations)**

Instrument of Authorisation

**Powers, Functions, Authorities and
Duties of the Public Authority and
Executive Officer
under**

Public Records Act 2002

(Version 1 – November 2018)

INSTRUMENT OF AUTHORISATION

Public Records Act 2002

I, Tony Cook, Director-General of the Department of Education, AUTHORISE the persons who are from time to time the holders of the positions outlined below to perform on behalf of the Office of Industrial Relations, Department of Education, as a public authority and on my behalf as executive officer of the Department of Education, those powers, functions, authorities and duties, conferred or imposed on the Office of Industrial Relations, Department of Education, as a public authority and on me as executive officer of the Department of Education, under the provisions of the *Public Records Act 2002*:

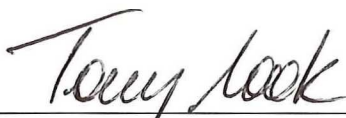
- Deputy Director-General
- Executive Director

Performance of the powers, functions, authorities and duties by the authorised officers must be documented in a manner compliant with the *Public Records Act 2002*, the Queensland Government's *Records Governance Policy*, and the *Records governance policy implementation guideline*.

This Instrument of Authorisation is comprised of this page only. No other material forms part of the Instrument.

This Instrument of Authorisation revokes any Instrument of Delegation or Authorisation concerning the Office of Industrial Relations previously issued with respect to the powers, functions, authorities and duties of the Director-General under the *Public Records Act 2002* and/or *Information Standard 31: Retention and disposal of public records (IS31)* except as hereinafter provided.

This Instrument of Authorisation does not revoke or replace any Instrument of Authorisation to Officers of the Department of Education, not employed within the Office of Industrial Relations, previously issued with respect to the powers, functions, authorities and duties of the Director-General under the *Public Records Act 2002*.



TONY COOK
DIRECTOR-GENERAL
DEPARTMENT OF EDUCATION

SIGNED AT BRISBANE THIS 2nd day of November, 2018.