

Office of the Premier

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30 JUL 2014

Mr Ian Hanke



Dear Ian

Engagement as Principal Adviser

I am pleased to confirm your engagement as a Principal Adviser to provide policy and media advice to the Premier.

This engagement is on the following basis:

- 1 Because of the precarious nature and uncertain duration of political office and recognising the necessity for Members of Parliament to be able to repose the utmost personal trust and confidence in their advisers, the engagement will continue during the pleasure of the Premier but otherwise until the resignation or termination of the Government, or the requirement for the appointment ceases;
- 2 You will work on a periodic (daily) basis and undertake duties to provide policy and media advice on request by the Chief of Staff, Premier's Office;
- 3 Your remuneration will at the rate of \$934.50 per day (exclusive of GST) the equivalent of a SES 4 rate, as appropriate, calculated on the basis of tax invoices submitted by you or on your behalf and approved by the Chief of Staff, Premier's Office (this rate is all-inclusive and paid leave entitlements or payment for public holidays is not applicable to this arrangement);
- 4 As an independent contractor you may also hold an office of profit or engage in any occupation for reward outside of the duties of this engagement provided that such activities neither detract from the your ability to undertake this appointment nor place you at risk of conflict between your work as Principal Adviser and any personal or other work interest of yours;
- 5 The Chief of Staff, Premier's Office may terminate this engagement at any time without cause by the giving of fourteen (14) days' notice in writing to you;
- 6 The engagement may be terminated by you upon the giving of fourteen (14) days' notice in writing to the Chief of Staff, Premier's Office;

- 7 While undertaking the duties of Principal Adviser you are required to maintain the standard of conduct necessary to ensure that the integrity and ethical standards expected generally of ministerial staff. As such you are required to:
- a behave honestly and with integrity;
 - b act with care and diligence;
 - c treat everyone with respect and without harassment, victimisation or discrimination;
 - d comply with all applicable Australian law;
 - e comply with any lawful and reasonable direction given by a person having authority to give the direction;
 - f maintain appropriate confidentiality about dealings of, and information acquired;
 - g disclose, and take reasonable steps to avoid, any conflict of interest;
 - h use Tasmanian Government resources in a proper manner;
 - i not knowingly provide false or misleading information;
 - j not make improper use of information gained in the course of employment or of the status, power or authority derived from the employment in order to gain, or seek to gain, a gift, benefit or advantage for themselves or for any other person;
 - k declare a gift received in the course of employment or in relation to their appointment to Chief of Staff, Premier's Office; and
 - l Comply with the Lobbying Code of Conduct; and

- 8 You are not to disclose or use for personal advantage or for the advantage of any other person or entity any information gained during and in consequence of the duties undertaken as a result of this engagement except as required for the purposes of your work as Principal Adviser or by law. [Note that this provision will continue to apply to you following the termination of this engagement until such time as the information has been released by or with the approval of the Crown into the public domain].

This letter formalises your engagement as a Principal Adviser to the Premier which commenced on the 31 March 2014 and restates the terms and conditions of that engagement.

I have attached a letter of acceptance for you to sign and return to the Premier's office accordingly.

If you have any queries regarding the above please do not hesitate to contact me.

Yours sincerely



Brad Stansfield
Chief of Staff to the Premier