



DEPARTMENT OF JUSTICE

INFORMATION STATEMENT

2004

Information Statement

Department of Justice

This information Statement contains the following information:

- How to access information held by the Department
- How to correct information held by the Department
- The structure and functions of the various Divisions of the Department
- Whether that information may be inspected, whether a fee is necessary, whether the information may be purchased or is distributed without a fee and how it may be inspected or obtained.

Accessing and correcting information

Accessing information

The *Information Act* creates a general right of access to government information held by the Department of Justice limited only in those circumstances where the disclosure of certain information would be contrary to the public interest.

If you wish to access information held by the Department, please complete an application form which can be found on our website at <http://www.justice.nt.gov.au>.

Please send the application form to:

The Information Coordinator
The Department of Justice
GPO Box 1722
DARWIN NT 0801

Application forms are also available in all areas of the Department that are accessible to the public such as the Magistrates Court, Supreme Court and at the main reception area at the Darwin office, 45 Mitchell Street, and the Alice Springs office, first floor of Belvedere House, Parsons Street. The staff in these areas should also be able to assist you should you need help in completing the forms.

If you are not able to visit any of the above areas, you can telephone the Information Coordinator on 8999 6294 and request an application form to be sent to you.

If you wish to access personal information about yourself, there is no application fee. If you wish to access government information, that is non-personal information, there is an application fee of \$30. You can pay your money at any RTM. If you prefer, you can send a \$30 money order or cheque with your application.

If you do not have the \$30, and are unable to find the \$30, it may be possible to have the fee waived. An application form to have the fee waived is also available with the application forms.

When the Information Coordinator has received your application, and application fee if necessary, a letter will be sent to you informing you which Information Officer will be processing your application. In most circumstances, you should receive the information within 30 days. If the Information Officer believes that it is not in the public interest to release the information, the Information Officer will explain why it is not in the public interest to release it.

Correcting information

You may also apply to have personal information held by the Department corrected. Application forms for correcting information are also available as indicated above. The details and procedures in relation to accessing information also apply to correcting information.

A SUMMARY OF THE WORK DONE BY THE VARIOUS SECTIONS OF THE DEPARTMENT

SOLICITOR-GENERAL

The Solicitor-General is a statutory officer appointed pursuant to the *Law Officers Act* and is a source of legal advice to the Attorney-General which is separate to, and independent from, Government. The functions of the Solicitor-General include:

- providing legal representation for the Northern Territory of Australia and for other persons as requested by the Attorney-General;
- performing other duties of counsel as directed by the Attorney-General; and
- exercising powers and performing functions conferred on the Solicitor-General by any law of the Northern Territory or the Commonwealth.

LEGAL SERVICES

The Legal Services output group delivers legal advice, representation and documentation in respect of Aboriginal Land, Litigation, Commercial and Policy development matters and an independent effective prosecutorial service. The Legal Services output group comprises the following:

SOLICITOR FOR THE NORTHERN TERRITORY

The Solicitor for the Northern Territory provides legal advice, representation and documentation to Government and is made up of the following divisions.

- The Aboriginal Land Division provides legal services to Government and client agencies in respect of Aboriginal land and native title matters. A significant proportion of the work involves representing the Northern Territory in matters before the High Court, Federal Court, Aboriginal Land Commissioner and the National Native Title Tribunal.
- The Commercial Division provides legal advice in areas such as mining, land management, revenue, development and infrastructure and any other related matters which have a significant impact on the interests of the Territory. The Division remains engaged with various major developments in the Northern Territory including the AustralAsia Railway and the waterfront development.
- The Litigation Division protects and advances the interests of the Northern Territory by providing legal services including documentation and representation in respect of whole of government strategic or sensitive matters.

AGENCY LEGAL SERVICES

Agency Legal Services oversees the contracting out of litigation and commercial legal services to private practitioners.

POLICY

The Legal Policy Division develops, reviews and implements legislative change, advises the Attorney-General and Government on law and justice issues and provides Parliamentary and Ministerial support services to the Minister.

COMMUNITY JUSTICE CENTRE

The Community Justice Centre provides an alternative legal action by offering a fast and free dispute resolution service to the community.

OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS*

The Director of Public Prosecutions acts independently and reports separately to the Attorney-General pursuant to section 33 of the *Director of Public Prosecutions Act*. The Office of the Director of Public Prosecutions initiates, prepares and conducts criminal prosecutions on behalf of the Crown before the Courts of Summary Jurisdiction, the Supreme Court of the Northern Territory and the High Court of Australia and provides support to victims, witnesses and their families.

COURT SERVICES

Courts Services provides judicial support services to the Courts to enable the delivery of justice to the community.

HIGHER COURT SERVICES

Higher Court services provide:

- support services to the Supreme Court, the Court of Appeal and the Court of Criminal Appeal;
- case processing by the registries;
- caseload management and enforcement of judgements of the Courts through the Sheriff's Office;
- jury management;
- library services; and
- custodial services.

LOWER COURT SERVICES

Lower Court services provides support services to the:

- Court of Summary Jurisdiction;
- Local Court;
- Small Claims Court;
- Juvenile Court;

- Work Health Court;
- Office of the Coroner;
- Mental Health Review Tribunal; and
- Lands and Mining Tribunal.

Services include case processing, appropriate case flow management and enforcement of judgements of the Court, Tribunal or other statutory offices, in all Courthouses including premises designated for Circuit Courts in regional and remote communities.

OFFICE OF THE TERRITORY CORONER*

The role of the Territory Coroner is governed by the *Coroners Act*. The Coroner oversees and coordinates all coronial services throughout the Northern Territory and ensures, on behalf of the community, that all deaths and suspected deaths over which a coroner has jurisdiction are thoroughly investigated.

The Coroner's role is to enquire into the circumstances surrounding all "reportable" deaths and to:

- determine the identity of the deceased.
- determine the time, place, cause and manner of death.
- comment on matters, including public health, safety or the administration of justice connected with the death.

In addition to deaths, a Coroner may inquire into disasters where public safety is substantially endangered.

MENTAL HEALTH REVIEW TRIBUNAL*

The Tribunal is established under the *Mental Health and Related Services Act* and is an independent statutory body that has the power to make decisions about the care and treatment of people who have a mental illness or mental disturbance.

The majority of Tribunal hearings are held to decide whether a person needs to be treated as an involuntary patient, either in hospital or in the community, in accordance with the Act. Decisions made by the Tribunal are enforceable by law.

The Tribunal sits as a 3-member panel. It comprises a legal member (a qualified lawyer or magistrate), a medical member (a qualified psychiatrist), and a member with special interest or expertise in the area of mental health, who represents the general community.

LANDS AND MINING TRIBUNAL*

The Lands and Mining Tribunal is an independent statutory body established under the *Lands and Mining Tribunal Act*. The Tribunal currently has jurisdiction in respect of compulsory land acquisitions made under the *Lands Acquisition Act 1978*. The Tribunal is also the ultimate appeal body for appeals under the *Planning Act*.

FINES RECOVERY UNIT

The objective of the Fines Recovery Unit is to provide a cost efficient recovery service and to ensure that Court imposed fines and infringement notices are complied with. The aim of the Unit is to reduce the number of fine defaulters who are imprisoned.

The Unit manages all aspects of fine recovery including the taking of payments, the making of time to pay arrangements and providing information to the public about the enforcement when no other solution can be found. These enforcement orders range from licence and registration suspension through to civil enforcement and community work orders.

ANTI-DISCRIMINATION COMMISSION*

The Northern Territory Anti-Discrimination Commission promotes equality of opportunity in the Northern Territory by protecting people from unlawful discrimination and from sexual harassment. The Commission also provides community education which aims to improve community understanding of discrimination, equal opportunity and harassment issues.

The Anti-Discrimination Committee is an independent statutory authority which aims to eliminate discrimination and promote equal opportunity and human rights.

CORRECTIONAL SERVICES

Correctional Services is made up of the following units.

- The function of **Custodial Services** is to provide safe and secure custodial services including rehabilitation, reintegration and care of adult prisoners.
- Community Corrections provides administrative support and secretariat services to a number of statutory Boards and Committees including, the Parole Board of the Northern Territory, the Juvenile Justice Boards of Management and Community Work Advisory Committees based in Alice Springs, Katherine and Darwin.

It also administers the following programs Territory wide:

- Court Services;
- Community Work Orders;
- Home Detention;
- Juvenile Approved Programs;
- Parole; and
- Probation.

Its officers attend urban and circuit courts to provide any assessments, reports or advice which may be requested in relation to clients or programs of the service.

JUVENILE JUSTICE

Correctional Services operates three juvenile detention centres: the Don Dale Juvenile Detention Centre, the Alice Springs Juvenile Holding Centre and the Wilderness Camp at Wildman River.

COMMUNITY SERVICES

REGISTRAR-GENERAL

The Registrar-General is appointed pursuant to the *Registration Act*.

The Office:

- maintains a secure system of Torrens title including search facilities;
- maintains information about all interests in land including units plan subdivision and land titles;
- registers and issues certificates in relation to births, deaths and marriages, adoptions and changes of name; and
- provides statistical services for medial and government research.

Please note that the Land Titles Office is open to the public and searches may be conducted for a fee. The Office of Births, Deaths and Marriages has a very strict access policy. Details about the policy may be obtained by calling 8999 6063.

PUBLIC TRUSTEE

The Public Trustee:

- administers the estates of deceased persons;
- administers trust accounts which have been established:-
 - through the Courts;
 - as payouts from motor vehicle accidents;
 - as beneficial legacies to minors;
 - as a result of Aged and Infirm Persons Property Orders.
- takes will instructions and drafts wills;
- drafts Deeds for enduring Powers of Attorney and administers those accounts where the Public Trustee is appointed as Attorney;
- administers funds and assets resulting from Crime Forfeiture; and
- drafts other Deeds as required.

CONSUMER AND BUSINESS AFFAIRS

The Commissioner of Consumer Affairs reports separately to the Minister pursuant to section 12 of the *Consumer Affairs and Fair Trading Act*.

Consumer and Business Affairs provides a regulatory framework where the community is informed on consumer rights and responsibilities and promotes responsible business conduct. The Office of Consumer and Business Affairs includes the following:

Consumer Affairs protects and promotes consumers' rights to safety, freedom of choice, information and a fair hearing whilst providing a range of services to the community to achieve a fair and equitable marketplace for consumers and traders.

Fair Trading and Investigation Officers educate consumers and traders about their rights and responsibilities and also provide dispute resolution and conciliation services.

Business Affairs administers the *Business Names Act* including maintaining the Business Names Register, providing advice on suitability of names and compliance issues.

Business Affairs officers also register and monitor Incorporated Associations and Co-operatives.

The **Property Agents Licensing Group** is responsible for the licensing, regulation and monitoring of activities within the real estate, conveyancing and auctioneer industries to ensure statutory compliance. The Group also provides secretariat services to the Agents Licensing Board.

OFFICE OF CRIME PREVENTION

The role of the Office of Crime Prevention is to act as the 'lead agency' for driving crime prevention, both for Government and the community across the Northern Territory. The major functions are to:

- provide evidence based advice to Government and the community;
- develop and support effective crime prevention activities; and
- support community partnerships and initiatives.

The Office of Crime Prevention administers the Northern Territory Crime Prevention Grant Scheme, which provides \$400,000 each year to community groups for crime prevention activities.

The Research and Statistics team independently collect, analyse and collate crime and criminal justice statistics.

The Policy and Community Liaison team stimulate and sustain community involvement in crime prevention.

The Community Justice team provides support to targeted remote Aboriginal communities in the development and implementation of community justice plans.

OFFICE OF THE INFORMATION COMMISSIONER*

The Office of the Information Commissioner promotes fairness and justice in the way that government organisations grant access to information and protect the privacy of personal information they hold.

The Information Commissioner reports separately to the Minister pursuant to section 98 of the *Information Act*.

NOTE:

* Statutory offices, whilst they are reported within this Information Statement, are independent of the Department as stipulated by their respective Acts.

LEGISLATION ADMINISTERED BY THE DEPARTMENT

LEGISLATION	DESCRIPTION
<i>Absconding Debtors Act</i>	An Act to make provision for and in respect of the apprehension of certain debtors
<i>Accommodation Providers Act</i>	An Act to regulate the liabilities and rights of accommodation providers
<i>Administration and Probate Act</i>	An Act relating to the administration of the estates of deceased persons
<i>Age of Majority Act</i>	An Act relating to the age of majority
<i>Aged and Infirm Persons' Property Act</i>	An Act to make provision for the protection of the property of persons suffering certain disabilities
<i>Agents Licensing Act</i>	An Act to provide for the licensing of real estate, business and conveyancing agents, including the registration of representatives of those Licensed Agents and for related purposes
<i>Amendments Incorporation Act</i>	An Act to provide for incorporating amendments in amended Acts and regulations
<i>Anglican Church of Australia Act</i>	An Act relating to the Anglican Church of Australia
<i>Anti-Discrimination Act</i>	An Act to promote equality of opportunity by protecting persons from unfair discrimination in certain areas of activity and from sexual harassment and certain associated objectionable conduct, to provide remedies for persons discriminated against, and for related purposes
<i>Associations Act</i>	An Act to provide for the incorporation of Associations, and for related purposes.
<i>Auctioneers Act</i>	An Act to regulate sales by auction
<i>Auctioneers Act Repeal Act</i>	An Act to repeal the <i>Auctioneers Act</i> (not commenced as at 29 July 2004)
<i>Bail Act</i>	An Act to provide for the granting of bail to accused persons in or in connection with criminal proceedings

<i>Births, Deaths and Marriages Registration Act</i>	An Act to provide for the registration of births, deaths and marriages and related matters
<i>Business Names Act</i>	An Act to consolidate and amend the law relating to business names, and for other purposes
<i>Business Tenancies (Fair Dealings) Act</i>	An Act to make provision in relation to leases of certain retail shops and other business premises, the rights and obligations of landlords and tenants of those shops and premises, to repeal the <i>Commercial Tenancies Act</i> and for other purposes
<i>Catholic Church in the Northern Territory Act</i>	An Act to provide for the establishment of property trusts in respect of the Catholic Church and for other purposes
<i>Choice of Law (Limitation Periods) Act</i>	An Act relating to limitation periods for choice of law purposes
<i>Classification of Publications, Films and Computer Games Act</i>	An Act to provide for the classification of publications including films for public release and video tapes or video discs and for other purposes
<i>Commercial and Private Agents Licensing Act</i>	An Act to provide for the licensing of commercial and private agents
<i>Commercial Arbitration Act</i>	An Act to make provision for and in relation to the arbitration of certain disputes, and for other purposes
<i>Companies (Trustees and Personal Representatives) Act</i>	An Act to enable certain companies to act as trustees and personal representatives, and for other purposes
<i>Companies (Unclaimed Assets and Moneys) Act</i>	An Act relating to unclaimed assets in the hands of liquidators of companies and unclaimed moneys held by companies
<i>Compensation (Fatal Injuries) Act</i>	An Act relating to compensation to relatives of persons whose deaths are caused by wrongful act, neglect or default
<i>Consumer Affairs and Fair Trading Act</i>	An Act to make provision with respect to product safety and product information, to prohibit unfair practices in consumer transactions and promote the development of codes of practice for fair dealing in consumer transactions

<i>Consumer Credit (Northern Territory) Act</i>	An Act to regulate the provision of consumer credit
<i>Contracts Act</i>	An Act relating to the making and execution of contracts affecting the Northern Territory
<i>Co-operatives Act</i>	An Act to provide a legislative framework for the formation, registration and management of co-operatives
<i>Coroners Act</i>	An Act to provide for the holding of inquests into the manner and cause of deaths, inquiring into the cause and origin of disasters and for related purposes
<i>Corporations (Financial Services Reform Amendments) Act</i>	An Act to amend various Acts and Regulations as a consequence of the Commonwealth enacting the <i>Financial Services Reform Act 2001</i> and for related purposes
<i>Corporations (Northern Territory Request) Act</i>	An Act to request the Parliament of the Commonwealth to enact legislation in respect of certain matters relating to corporations and financial products and services
<i>Corporations Reform (Northern Territory) Act</i>	An Act to enact ancillary provisions relating to the enactment by the Parliament of the Commonwealth of new corporations legislation and new ASIC legislation and for other purposes
<i>Court Security Act</i>	An Act to provide for the security of courts and for related purposes
<i>Crime Victims Advisory Committee Act</i>	An Act to establish a committee to advise the Minister on certain matters affecting or relating to victims of crimes, and for related purposes
<i>Crimes at Sea Act</i>	An Act to give effect to a cooperative scheme for dealing with crimes at sea
<i>Crimes (Victims Assistance) Act</i>	An Act to provide assistance to certain persons injured or who suffer grief as a result of criminal acts
<i>Criminal Code Act</i>	An Act to establish a Code of criminal law to provide for a comprehensive statement of criminal law offences, defences and procedures.

<i>Criminal Investigation (Extra-territorial Offences) Act</i>	An Act to provide for the issue of search warrants for the investigation in the Territory of certain offences against the law of a State or the Australian Capital Territory, and for other purposes
<i>Criminal Property Forfeiture Act</i>	An Act to provide for the forfeiture in certain circumstances of property acquired as a result of criminal activity and property used for criminal activity and for related purposes
<i>Criminal Records (Spent Convictions) Act</i>	An Act to facilitate the more effective rehabilitation of certain offenders by providing that, in certain circumstances, their criminal records relating to relatively minor offences may be spent and not form part of their criminal history, and for related purposes
<i>Crown Proceedings Act</i>	An Act to provide for suits by and against the Crown, and for related purposes
<i>Cullen Bay Marina Act</i>	An Act relating to the subdivision and management of certain land at Cullen Bay and the obligations and liabilities of certain persons in relation to the development of that land, and for other purposes
<i>De Facto Relationships Act</i>	An Act to make provision with respect to the property rights of de facto partners, to validate certain agreements relating to de facto relationships and make provision with respect to their effects, and for related purposes
<i>Defamation Act</i>	An Act relating to defamation
<i>Director of Public Prosecution Act</i>	An Act to provide for the appointment of a Director of Public Prosecutions, and for other purposes
<i>Disposal of Uncollected Goods Act</i>	An Act relating to the disposal of unclaimed and uncollected goods
<i>Domestic Violence Act</i>	An Act to provide for the making of restraining orders in relation to domestic violence and the registration and enforcement of such orders made in other jurisdictions, and for related purposes
<i>Domicile Act</i>	An Act to abolish the dependent domicile of married women and otherwise to reform the law relating to domicile

<i>Electronic Transactions (Northern Territory) Act</i>	An Act to facilitate electronic transactions, and for other purposes
<i>Encroachment of Buildings Act</i>	An Act to provide for relief in respect of encroachments and improvements made under mistake of title
<i>Evidence Act</i>	An Act to make provision for admissibility of evidence in proceedings and the procedures essential to the ascertainment of facts in litigation
<i>Evidence (Business Records) Interim Arrangements Act</i>	An Act to make business records admissible as evidence in all proceedings, and for related purposes
<i>Family Provision Act</i>	An Act to ensure that the family of a deceased person receives adequate provision out of the deceased's estate
<i>Fences Act</i>	An Act relating to fences and to the rights of persons in relation to construction, costs and maintenance of such fences
<i>Financial Sector Reform (Northern Territory) Act</i>	An Act to make provision for the reform of the financial sector, to repeal the <i>Financial Institutions (NT) Act</i> , the <i>Friendly Societies (NT) Act</i> and the <i>Financial Institutions (Territory Supervisory Authority) Act</i> , and for other purposes
<i>Financial Transaction Reports Act</i>	An Act to provide for the giving of further information in relation to suspect transactions reported under the <i>Financial Transaction Reports Act 1988</i> of the Commonwealth and the giving of information in relation to other suspect transactions, and for related purposes
<i>Fines and Penalties (Recovery) Act</i>	An Act to establish a fines recovery unit and to provide for the enforcement of fines and penalties, and for related purposes
<i>Information Act</i>	An Act to provide for public access to information held by the public sector, the correction of personal information held by the public sector, the responsible collection and handling of personal information by the public sector, to promote appropriate records and archives management in the public sector
<i>Instruments Act</i>	An Act relating to instruments and securities

<i>International Transfer of Prisoners (Northern Territory) Act</i>	An Act to enable the transfer of prisoners to and from Australia in accordance with the <i>International Transfer of Prisoners Act 1997</i> of the Commonwealth and for related purposes
<i>Interpretation Act</i>	An Act for the interpretation of Acts and for the shortening of the language and for other purposes
<i>Juries Act</i>	An Act relating to juries
<i>Jurisdiction of Courts (Cross-Vesting) Act</i>	An Act to provide for the hearing of Northern Territory matters in federal and state courts and to allow transfer of such proceedings between the courts
<i>Justices Act</i>	An Act to establish the Court of Summary Jurisdiction, the powers of the Justices, the procedures of the court, and other related purposes
<i>Justices of the Peace Act</i>	An Act to consolidate legislation in relation to the office of Justice of the Peace
<i>Juvenile Justice Act</i>	An Act relating to the investigation of offences alleged to have been committed by juveniles, the establishment of the Juvenile Court, the procedures to be adopted in and in relation to proceedings against juvenile offenders, the punishment of juvenile offenders, the transfer of juvenile offenders between the Territory and the States, and for other purposes
<i>Land Title Act</i>	An Act to consolidate and reform the law about the registration of land and interests in land, and for related purposes
<i>Lands and Mining Tribunal</i>	An Act to establish the Lands and Mining Tribunal
<i>Law Officers Act</i>	An Act relating to the Attorney-General, Solicitor-General and to the Solicitor for the Northern Territory
<i>Law of Property Act</i>	An Act to consolidate, amend and reform the law relating to conveyancing, property and contract, and for related purposes

<i>Law Reform (Gender, Sexuality and De Facto Relationships) Act</i>	An Act to reform the law of the Territory by amending certain Acts and subordinate legislation to remove or modify legal distinctions based on a person's gender, sexuality or de facto relationship with another person, and for related purposes
<i>Law Reform (Miscellaneous Provisions) Act</i>	An Act to effect reforms in the law relating to civil wrongs, including amongst others, vicarious liability, liability of parents and liability of dog owners.
<i>Law Society Public Purposes Trust Act</i>	An Act to authorize the Law Society Northern Territory to receive certain moneys from authorised deposit-taking institutions on the trusts declared by that Society
<i>Legal Practitioners Act</i>	An Act provide for the establishment of the Legal Practitioners Board, the Northern Territory Law Society, the rules of conduct, admission procedures and disciplinary procedures
<i>Legal Practitioners (Incorporation) Act</i>	An Act to consolidate and amend the law relating to the incorporation of legal practices
<i>Limitation Act</i>	An Act to amend and consolidate the law relating to the limitation of actions and for related purposes
<i>Local Court Act</i>	An Act to establish the Local Court, to confer on the Local Court jurisdiction in respect of certain civil claims, and for related purposes
<i>Magistrates Act</i>	An Act relating to the appointment and jurisdiction of Magistrates
<i>Maintenance Act</i>	An Act relating to the maintenance of wives, husbands and children
<i>Married Persons (Equality of Status) Act</i>	An Act to provide for the equality of status of married persons
<i>Mental Health and Related Services (Part 15) Act</i>	An Act to provide for the care, treatment and protection of people with mental illness, the establishment of the mental health review tribunal, and for related purposes
<i>Misuse of Drugs Act</i>	An Act to consolidate and amend the law relating to the misuse of drugs, to make further provision for the prevention of the misuse of drugs, and for other purposes

<i>National Crime Authority (Territory Provisions) Act</i>	An Act to make provision for the operation of the National Crime Authority in the Territory
<i>Oaths Act</i>	An Act relating to oaths, affirmations, declarations and attestations
<i>Observance of the Law Act</i>	An Act relating to the observance of law in the Northern Territory
<i>Off-shore Waters (Application of Territory Laws) Act</i>	An Act to make provision for and in relation to the application of the laws of the Territory to the coastal waters of the Territory
<i>Ordinances Revision Act</i>	An Act for the revision and repeal of certain ordinances
<i>Parole of Prisoners Act</i>	An Act relating to sentences of imprisonment imposed on, and the release on parole of, certain persons found guilty of offences
<i>Parole Orders (Transfer) Act</i>	An Act relating to reciprocal enforcement of parole orders
<i>Partnership Act</i>	An Act to consolidate the law relating to partnership
<i>Penalty Units Act</i>	An Act to provide for monetary penalties for offences to be expressed as penalty units
<i>Personal Injuries (Civil Claims) Act</i>	An Act to provide for the economical and early resolution of claims for damages for personal injuries before proceedings are commenced, to authorise the making of rules to regulate the procedures to be followed in relation to those claims and provide for the commencement of proceedings in respect of unresolved claims, to limit legal costs payable in relation to those claims and proceedings, and for related purposes
<i>Personal Injuries (Liabilities and Damages) Act</i>	An Act to modify the law relating to the entitlement to damages for personal injuries, to clarify principles of contributory negligence, to fix reasonable limits on certain awards of damages for personal injuries, to provide for periodic payments of damages for personal injuries, and for related purposes
<i>Powers of Attorney Act</i>	An Act relating to powers of attorney

<i>Presbyterian Church (Northern Territory) Property Trust Act</i>	An Act to provide for the incorporation of the Presbyterian Church (Northern Territory) Property Trust and for other related purposes
<i>Price Exploitation Prevention Act</i>	An Act to make provision for the regulation of prices for the sale of certain goods and supply of certain services so as to prevent price exploitation arising consequential on the occurrence of natural or man-made disasters and to modify the effects of monopolies and the failure of competition in the marketplace to benefit consumers, and for other purposes
<i>Printers and Newspapers</i>	An Act relating to printers and newspapers
<i>Prisoners (Interstate Transfer) Act</i>	An Act relating to the transfer between the Territory and a State or another Territory of the Commonwealth of prisoners
<i>Prisons (Correctional Services) Act</i>	An Act to provide for the control and conduct of prisons and prisoners, and for related purposes
<i>Public Notaries Act</i>	An Act to provide for the appointment and enrolment of public notaries and for related purposes
<i>Public Seal Act</i>	An Act to provide for a public seal of the Northern Territory and for other purposes
<i>Public Trustee Act</i>	An Act relating to the Office of the Public Trustee for the Northern Territory
<i>Real Property (Unit Titles) Act</i>	An Act to provide for the registration of unit titles and for other matters
<i>Records of Depositions Act</i>	An Act relating to records of depositions of witnesses in proceedings in certain courts in the Northern Territory
<i>Registration Act</i>	An Act relating to the registration of deeds and documents
<i>Registration of Interests in Motor Vehicles and Other Goods Act</i>	An Act to provide, in relation to motor vehicles and other prescribed goods, for the registration of security interests, the interests of lessors, and the interests of owners under hire-purchase agreements, and for related matters






<i>Residential Tenancies Act</i>	An Act to regulate the relationship of landlord and tenant under residential tenancy agreements and for related purposes
<i>Retirement Villages Act</i>	An Act to regulate the operation of retirement villages and to confer on the courts powers in respect of certain matters relating to retirement villages and for related purposes
<i>Rights of the Terminally Ill Act</i>	An Act to confirm the right of a terminally ill person to request assistance from a medically qualified person to voluntarily terminate his or her life in a humane manner and for related purposes
<i>Sale of Goods Act</i>	An Act to provide for the transfer, or agreement to transfer property in goods, the terms and conditions of the contract of sale and the rights and obligations of the parties under the contract
<i>Sale of Goods (Vienna Convention) Act</i>	An Act to give effect within the Territory to the United Nations Convention on Contracts for the International sale of goods, and for other purposes
<i>Salvation Army (Northern Territory) Property Trust</i>	An Act relating to The Salvation Army in the Territory
<i>Sea-Carriage Documents Act</i>	An Act to reform the law relating to bills of lading, sea waybills and ships' delivery orders
<i>Sentencing Act</i>	An Act to consolidate the law relating to the sentencing and punishment of offenders and for related purposes
<i>Sentencing (Crime of Murder) and Parole Reform Act</i>	An Act to amend the Criminal Code, the <i>Sentencing Act</i> and the <i>Parole of Prisoners Act</i> , and for related purposes
<i>Sentencing of Juveniles (Miscellaneous Provisions) Act</i>	An Act to ensure that persons who are 17 years of age or over but under 18 years of age are treated as juveniles under the criminal law of the Territory and for related purposes
<i>Sexual Offences (Evidence and Procedure) Act</i>	An Act relating to evidence and procedure in the examination of witnesses and the trial of persons in respect of sexual offences
<i>Sheriff Act</i>	An Act relating to the Offices of Sheriff and Bailiff and to other matters
<i>Small Claims Act</i>	An Act relating to small claims

<i>Sources of the Law Act</i>	An Act to remove doubt as to the law in force in the Territory by declaring the law to be taken to have been in force in 1863 in the geographical area that now constitutes the Territory
<i>Status of Children Act</i>	An Act relating to the status of children
<i>Summary Offences Act</i>	An Act to provide for certain minor criminal offences relating to public order and for related purposes
<i>Supreme Court Act</i>	An Act to create the Supreme Court of the Northern Territory of Australia in place of the Supreme Court previously established by the <i>Northern Territory Supreme Court Act 1961</i> of the Commonwealth
<i>Supreme Court (Judges Long Leave Payments) Act</i>	An Act to provide for long service leave payments to Judges
<i>Supreme Court (Judges Pensions) Act</i>	An Act to provide for pensions to Judges
<i>Supreme Court (Rules of Procedure) Act</i>	An Act to amend the <i>Supreme Court Act</i> , to ratify, validate and approve the Rules of the Supreme Court conditionally made by the Judges of the Supreme Court on 31 July 1987 and for related purposes
<i>Surveillance Devices Act</i>	An Act to regulate the use of surveillance devices to record, monitor or listen to persons' private conversations and for related purposes
<i>The Commercial Banking Company of Sydney Limited (Merger) Act</i>	An Act to supplement <i>The Commercial Banking Company of Sydney Limited (Merger) Act, 1982</i> , of the State of New South Wales
<i>Terrorism (Northern Territory) Request Act</i>	An Act to request the Parliament of the Commonwealth to enact particular legislation relating to terrorism
<i>The Commercial Bank of Australia Limited (Merger) Act</i>	An Act to supplement <i>The Commercial Bank of Australia Limited (Merger) Act, 1982</i> , of the State of New South Wales
<i>Trade Measurement Act</i>	An Act to make provision with respect to trade measurement in the Northern Territory as part of the scheme for uniform trade measurement legislation throughout Australia
<i>Trade Measurement Administration Act</i>	An Act to make provision with respect to the administration of the <i>Trade Measurement Act</i> , and for related purposes









<i>Trespass Act</i>	An Act to provide for the law relating to trespass
<i>Trustee Act</i>	An Act to make provision with respect to trustees
<i>Unauthorised Documents Act</i>	An Act to prevent the unauthorized printing of certain documents and forms and for other purposes
<i>Unclaimed Superannuation Benefits Act</i>	An Act to provide for the payment of unclaimed superannuation benefits to the Treasurer and for related purposes
<i>Unit Titles Act</i>	An Act relating to the subdivision of land into units and common property, and for other purposes
<i>Uniting Church in Australia Act</i>	An Act to make provision for the inauguration of the Uniting Church in Australia and to constitute the Uniting Church in Australia Property Trust (N.T.) and for other incidental purposes
<i>Validation (Chief Magistrate) Act</i>	An Act to ensure that the administration of justice in the Territory is not adversely affected if the appointment of Chief Magistrate made on 27 February 1998 is not a valid appointment
<i>Warehousemen's Liens Act</i>	An Act to amend the law relating to the warehousing of goods
<i>Wills Act</i>	An Act to reform the law relating to the making, alteration, revocation, rectification and construction of wills and for related purposes
<i>Witness Protection (Northern Territory) Act</i>	An Act to establish a program to arrange and provide protection and assistance to persons who are or have been witnesses in criminal proceedings, and to other persons, and for related purposes
<i>Workmen's Liens Act</i>	An Act to provide for liens and charges in relation to work performed by workmen







INFORMATION HELD BY THE DEPARTMENT OF JUSTICE

ANTI-DISCRIMINATION COMMISSION

Financial Management	
Human Resource Management	
Administrative	
Anti-Discrimination Commission - Advice, complaints, investigations, conciliations, hearings and appeals	
Prohibited Conduct - Enquiries	

PUBLIC TRUSTEE/REGISTRAR GENERAL








Birth Registration Statements & Birth Certificates	
Death Registration Statements	
Register of Marriage	
Register of Deed Polls/Change of Name	
Register of Adoptions	
Ministers of Religion - Information relating to Ministers of Religion authorised under the <i>Marriage Act</i> in the Northern Territory	
Stock Mortgage Register - Details of mortgage on sheep, cattle or horses	\$
Bills of Sale Register - Charge over goods as security for a debt	\$
Workmen's Lien - Charge over property by workmen claiming under the <i>Workmen's Lien Act</i>	\$
Liens on Crops & Liens on Wool Registers - Charges over crops and wool	\$
Aboriginal Population Records - Historical record of Aboriginal population	
Administration Files - Information concerning the internal administration of the Registrar Generals/Public Trustees unit and its personnel and finances	



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Notice of Intended Marriage Forms - Information relating to marriages occurring in the Northern Territory	➤
Register of Births - Information relating to births occurring in the Northern Territory	➤
Register of Deaths - Information relating to births occurring in the Northern Territory	➤
Register of Changes of Name - Information relating to changes of name occurring in the Northern Territory	➤
Land Titles Register - Details of ownership, encumbrances and other dealings relating to land	\$
Unit Titles files - Information regarding Unit Plan applications	📁
Power of Attorney Registers - Powers of Attorney details recording donor, donee and type of power	\$
Estates - General Report - Personal details of deceased person, all correspondence relating to estates, court documents, wills and personal details of beneficiaries	📁👤
Trusts - Aged & Infirm Persons - Details of client, conditions of order, amount to be held in trust and all correspondence relating to the administration of trust	👤📁
Trusts - Legal, Beneficial & Trust Deed - Details of client, conditions of order or deed, amount to be held in trust, all correspondence relating to the administration of trust	👤📁
Deed - Power of Attorney and Enduring Power of Attorney - Details of client, their attorney and conditions of deed	👤📁➤
Wills - Client estate instructions upon death	➤📁
CONSUMER AND BUSINESS AFFAIRS	
Information Brokers - Agreements for access to database and accounts for same inclusive of applicable correspondence	\$
Business names - Prescribed data collection, inclusive of correspondence in certain circumstances	➤ \$
Incorporated Associations - Maintenance of prescribed records pertaining to incorporated associations	➤ \$
Co-operatives - Prescribed information held in respect of co-operatives registered in the NT	📁➤











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Unit Administrative files - Information concerning the internal administration of the Business and Consumer affairs unit and its personnel and finances	
Unit Investigation files - Information pertaining to investigations under the units legislative responsibilities	
Consumer Complaints - Information in relation to complaints by consumers of possible breaches by traders of <i>the Consumer Affairs and Fair Trading Act</i>	 
Licensing Files - Personal and business information of applicants for license under the <i>Registration of Interests in Motor Vehicles and other Goods Act, Sale of Goods Act, Accommodation Providers Act</i>	 
Product Safety - Investigations into complaints about potentially dangerous goods in the NT	  
Consumer Education - Brochures, fact sheets, application forms and other publications produced for the purpose of informing and empowering consumers	
Tenancy Dispute - Applications to the Commissioner, supporting documentation, file notes, correspondence and project management reports relating to disputes	   
Tenancy Compliance - Applications, correspondence, records of interview, file notes and project management documents relating to tenancy compliance activities	
Tenancy - Provision of advice to clients	 
Tenancy Community Relations - Information regarding residential tenancy education and community relation activities	
Tenancy Legislation - Information which supports the strategic management of the legislation	
Consumer Affairs Council - All correspondence in relation to the operation of the Council, including minutes of meetings, ministerial directions and mailing lists	
Community Relations Mailing Lists - Lists for distribution of information and invitations for visits and educational activities	 
Licence and Registration Files - All matters in relation to applications and business activities of all Licensed Real Estate Agents, Business Agents, Conveyancers, Auctioneers and registered Agents Representatives. All files contain personal information.	 

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Agent Registers - Record in relation to names, addresses and other prescribed particulars of Licensed Real Estate Agents, Business Agents, Conveyancing Agents and Agents Representatives pursuant to Section 109 of the <i>Agents Licensing Act</i> and regulations 20, 21 and 22 of the <i>Agents Licensing Regulations</i> .	
Agents Licensing Board Findings and Determinations - Findings and determinations in respect of an inquiry under section 44 or 68 (Disciplinary Action) of the <i>Agents Licensing Act</i> .	\$
Enquiries and Investigation Case Files - Record of complaints and investigations of breaches of the <i>Agents Licensing Act</i> and <i>Agents Licensing Regulations</i>	 
Agents Licensing Unit Administrative Files - Record of management of the unit such as liaison with other property agents licensing authorities and industry bodies, amendments and compliance to the functional legislation and other related legislation, ministerials, attendance to conferences, expenditure reports, development of database and procedures manual.	
Financial Management Files - Records of the financial management of the Agents Licensing Fidelity Guarantee Fund.	
PAL Electronic Record Systems - Business systems used by the unit in its daily business.	
Trade Measurement Licensing - Information supplied by applicants for a license under Trade Measurement legislation, including personal declarations.	 
Trade Measurement Investigations - Information relating to investigations of non-compliance to the Trade Measurement legislation.	 
Trade Measurement Education - Information on the education of general public, licensed certifiers and the owners of test instruments.	 
Trade Measurement Verification - Information on equipment, owners of equipment, and test data collected on any equipment verified or re-verified by functional area. This includes certificates issued under Regulation 13 of the <i>National Measurement Act</i> , Instrument Test Reports issued under the <i>Trade Measurement Act</i> and Quality Assurance Certificates.	  
Trade Measurement Unit Administration Files - Information concerning the internal administration of the Trade Measurement Unit, its personnel and finances	










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Client Enquiry Reporting System - Data base recording enquiries made to Consumer Affairs Client Services branch	
COMMUNITY JUSTICE CENTRE	
Mediation Management Database - Records of contact details, mediations scheduled and mediators, referral information, dispute/issue details.	
Financial Management - Information concerning the financial management of the Community Justice Centre	
Administration- Committees, conferences, log books, meetings, policies, procedures, property management eg: fitouts, costing; strategic management of project management and policy	
NTG Legal Services - Records of advice given on behalf of the Department of Justice through the Community Justice Centre	
CORPORATE SUPPORT SERVICES	
Community Relations - Information concerning Department of Justice dealings with Council for Aboriginal Reconciliation and reporting to the Australian Bureau of Statistics	
Compensation - Records of claims under workers' compensation schemes; establishment and evaluation, planning; restructuring and reviewing; Occupational Health and Safety (OH&S) - advice, committees, inspections; liaison within the Department of Justice.	
Financial Management - Accounting, audit, authorisation, budgeting, grant funding, implementation, liaison, meetings, payments, policy, procedures, reporting, risk management, salaries, tendering for the Department of Justice	
Administration - Records of equipment and stores – acquisitions, evaluation, leasing, policy, procedures, reporting; fleet management – liaison, government relations - client services, industrial relations - enterprise bargaining, liaison; information management - acquisition, distribution, enquiries for the Department of Justice as a whole	
Human Resource - Information kept to support the management of the Departments personnel.	












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Property Management - leasing, leasing-out, maintenance and procedures of the property of the Department of Justice	
Strategic Management - Information concerning the development of the departments capacities and the management of those capacities including corporate planning, policy development and reporting for the Department of Justice.	
Technology and Telecommunications - Documentation relating to audits, authorisations, client services, committees, implementation, procedures, systems administration for the Department of Justice	
IJIS Service Request Management - Records of requests for enhancements and reports from the Integrated Justice Information System	
Information Management - Documentation relating the delivery of information technology and management services within Department of Justice	
Publishing - Documentation relating to the production of internet articles and the management of the internet site for the Department of Justice	
Technology and Telecommunications - Information about technology acquisitions, application development, client services, committees, contracting-out, database management, evaluation, implementation, leasing, liaison, maintenance, planning, policy, project development, project management; reporting, research, reviewing, standards, system administration within the Department of Justice	
COURTS ADMINISTRATION	
Policy and Procedure - Policy instructions, legislative drafting instructions, minutes, correspondence, IT, E-Lodge, Local Court Rules review, Work Health Rules review, staff directions, practice directions, civil court users group	
Administrative Registers - Search warrant register, register for warrants forwarded to Police warrant bureau, register for court files forwarded to Fines Recovery Unit, warrant book for those in custody, register for court orders to Correctional Services and register for archives	

















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Administrative files - Information concerning the management personnel and resources within the Courts Administration branch	
Supreme Court Art work - Details and precis of Art works in the Supreme Court	
Court Items Management - Records of monies held in trust, documents for BDM & Public Trustee (as agents), warrant books and bailiff books	
Court Support - Search warrants, court log sheets and audio recordings, key register, claims for payment, repatriation documents, banking records, police remittance details, court registers and bailiff books	
Court Practitioner Administration - Information pertaining to actuaries, case management, Law Society NT, Legal Practitioners Admission Board (LPAB), Legal Practitioners Trust Committee & Fidelity Fund, Master's jurisdiction, legal practitioners general correspondence, Supreme Court Litigants Fund, barristers/solicitors struck off, bar association, law faculty board, appointment to admission board, official liquidators, unclaimed trust monies, law admissions consultative committee, legislation, admiralty, Supreme Court Rules committee, rates of interest, Order 63 - annual adjustment, judges meetings, cross vesting monitoring committee, mediators appointed by Supreme Court, Australian Institute of Judicial Administration, settlement conferences, motor accident compensation appeal tribunal, reciprocal recognition and enforcement of judgments, service in foreign countries, rules harmonisation committee and law society, legal practitioners correspondence & roll enquiries	
Case Evidence Management - Exhibit and subpoenaed documents, issued certificates, practice and procedure, self represented litigants, search warrants, travel and conferences	
Marriage Register - Register of Marriages conducted at court house	
Search warrants - Record of search warrants issued and applications for search warrants	
Court Scheduling And Recording - Court sitting times, court log sheets and audio recordings	




















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Financial Management - Financial records, copies of payment/refund approvals, RTM distribution summary with copies of receipts attached, receiver's statements from NT Police	
Fines Recovery Unit	
Fines and Penalties - Documents relating to fines ordered by Courts and traffic infringements issued by Police	
Community Work Orders - Records of Community Work Orders issued by the Courts	
Receipts - Records of credit card and cheque payments made to the Unit for payment of fines	
CORRECTIONAL SERVICES	
Parole Board Offender Management - Documentation relating to the supervision of community based orders made by a Court, the Parole Board or other lawful authority	
Community Corrections Offender Management - Documentation relating to the supervision of community based orders made by a Court, the Parole Board or other lawful authority	
Administration - Information concerning the management resources within the Correctional Services branch including committees, policy and procedures, project management, reporting, reviewing, meetings, advice and inspections	
Personnel - Management, recruitment, development, employment conditions and entitlements for staff within the Correctional Services branch.	 (Public Sector Employment and Management Act)
Community Relations - Interstate and overseas visits, conferences, committees, liaison, events, functions, marketing & promotion, media relations	
Government Relations - Compliance (statutory appointments), advice, enquiries, meetings, policy, submissions, agreements and reporting within Government and to the Executive.	
Procedures and Operations - Commissioner's directives, Superintendent instructions, post orders, policy and procedures manual.	
















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Education - Training calendars, database, HECS spreadsheets	
Prisoner Files - Reception, Warrants, classification, medical, at risk, separate confinement, education, programs, welfare. (electronic and hardcopy)	
Journals/Registers - Operations management tools for correctional facilities.	
Superintendent's Instructions - Site specific instructions governing all areas of Administration and custodial operations	
Superintendent's Instructions (Prisoner Access) - Site specific instructions governing areas such as prisoner management and rights	
Financial Management - Records of the administration and acquittal of finances within the Correctional Services Directorate.	
Contract/Tender Management - Equipment and stores, financial management, fleet management, information management, professional responsibility, property management, technology and telecommunications	
Correctional Facility Security - Prisoner telephone system, closed circuit television systems, telephone PABX functions, intelligence matrix systems/files, personal alarms, block/riot alarms, radios - portable and vehicle, intercom system	
Offender Management - Prisoner files, prisoner transfers, release, repatriation, legislative policy, policy guidelines & development, prosecution reports, procedures (commissioner's directives), criminal intelligence, complaints, advice, voting, audit, escorts	 
Offender Health Management - Information relating to prisoners' medical files, dental services, communicable & infectious diseases, medical services, mental health services, dietary requirements, prison chaplains, prisoner's aid services, urine/breath/DNA testing, visiting medical officers	 
Offender Relations - Compliance, client service, liaison, media relations, meetings, policy, reporting, research, and complaints	 
Legal Services - Claims, inquiries	
Emergency Management & Response - Coronial inquiries, high-risk incidents (abscondings, complaints, escapes, offenders, and riots).	

















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Prisoner Accounts Systems - Information relating to prisoner money management system & prisoner telephone system. Data may include but is not limited to prisoner account balances, prisoner expenditure, prisoner wage details, prisoner housing details, reports, prisoner telephone call history	 
Urinalysis Databases - Urinalysis-testing details	 
Correctional services Intelligence - Information held to prevent or detect offences against the laws of the NT or disruption of the correctional services' function	
Security Systems - Documentation used to support and manage security systems within Correctional Services	
Case Management - Client case management files, priors and precis, reports, case notes and memos	 
Office of Crime Prevention	
PROMIS Extracts - Dataset that contains 29 variables extracted from the Police PRST system. The PRST system is a daily extract of the Police Real-Time On-line Management Information System (PROMIS). This exercise is conducted on a monthly basis	
Northern Territory Quarterly Crime and Justice Statistics	 
NTCS Annual Report Statistical Summary	 
NTCS Female Prisoner Numbers - Data pertaining to women in budget. NTCS female prisoner numbers provided to Treasury for Budget Report	
NT Offender Statistics - Data contributes to the report on Government Services. NT offender statistics relating to NTCS performance indicators	 
Prisoner Census - Dataset provided to Australian Bureau of Statistics for publication National Prison Census	 
Juvenile offender statistics - Information provided to the Juvenile Justice Board of Management, juvenile offender statistics by northern and southern regions provided to NTCS for inclusion in JJBOM annual report. A census of juveniles held in NT Juvenile Detention Centres at the end of each quarter. Statistics are emailed to the AIC	




















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ABS Community Corrections Return - Community-based offender statistics that are supplied to the ABS (via email) for publication in Corrective Services, Australia	 
HIV Test Return - The number of prisoner receptions and sentenced prisoners are provided to NTCS in order to determine HIV testing rates for the National Centre of HIV and Epidemiology and Clinical Research.	
ABS Prisoner Statistical Return - Monthly statistical return that includes prisoner daily averages and figures as at the first day of the month.	 
Prisoner Number Return - Report that lists prisoners who are serving an aggregate sentence of 5 years or more. Information provided to the NT Electoral Office is required under Section 109 of the <i>Commonwealth Electoral Act</i> .	
Government Liaison - Ministerial Briefings - Ministerial and Legislative Assembly briefings, cabinet submissions and comments, and discussion papers for NT Executive Government	
Government Liaison - Committees - Ministerial standing committee on crime prevention and crime prevention committee	
Government Liaison - Committees - Inter and intra-departmental committees	
Community Liaison - Local crime prevention committees	
Community Liaison - Regional crime prevention councils	
Crime Prevention Policy - Research papers, discussion papers, comments and correspondence relating to governmental policy, and development of the NT Crime Prevention Strategy, including the crime prevention audit of all government agencies and the implementation report of the 6 and 3 point plans.	
Crime Prevention NT Grant Scheme - Applications received, correspondence with applicants, funding agreements and financial information, reports and evaluations, assessment of applications by Crime Prevention NT grant scheme	
Administration - Budget and financial information relating to the Office of Crime Prevention including records of budgetary planning, accounts payable, staff travel	
Mailing List	














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Media and Marketing - Records of marketing strategy for the Office, show circuit material, advertising, and media releases	
Research - Statistics - Australian Bureau of Statistics. Police statistics to 2002. Recorded Crime time series - Trend. Correctional Services statistics, national collection of data on HIV in Australian prisons, mandatory sentencing	
Government Relations - Papers from national corrections advisory groups and the national motor vehicle theft reduction council	
Consultancy - Conditions of agreements for the provision of requested services	
Government Relations - Agreements PROMIS - Working Papers. Australian Bureau of Statistics - ANCO-ASCO Concordance. ABS Annual Statistical Services	
Government Agencies Advice and Reports - Papers and statistical extracts prepared in response to requests for advise or reporting data from other government agencies	
Statistical Reports - Northern Territory Correctional Services (NTCS) annual report 2001-2002, quarterly statistics publication, quarterly NT crime & justice statistics - Issue 2, March 2003	 
Community Advice and Reports Relations – Neighbourhood watch statistics, regional statistics 2001/2002, Evaluation of Ali Curung law and justice plan	
Personnel - Recruitment, development, management, employment conditions and entitlements of staff within the Office of Crime Prevention	  
Government Relations - Committees	
Government Relations - Office of Crime Prevention annual report 2002	
Community Liaison - Papers of the task force on illicit drugs	
Criminal Courts publication 2003	 Australian Bureau of Statistics

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Office of the Director of Public Prosecutions	
Victim Support Unit (VSU) - Information collected by VSU from victims, witnesses and their families	 
Crimes (Victim's Assistance) Act Applications (CVA) - Requests for information made by/on behalf of victims of Crime pursuant to the Crimes (Victims Assistance Act	 
DPP Law Register - Legal reference system containing summary of legislation, cases, articles and commentary prepared by a research solicitor	
Administrative Files - Information concerning the management of ODPP including performance measurement and administration	
CaseNet - Case management and reference tool	
Policy Documents - Prosecution policy and guidelines, directions and memoranda from Director of Public Prosecutions.	 
Prosecution Files - Information held and used to support the public prosecution function	
Administration of Chambers - Documents relating to the management of chambers	
Publications - ODPP annual report, bush promotion report, ODPP corporate plan, aboriginal employment and career development strategy, EEO management plan, witness policy, memorandum of understanding, DPP guidelines and pamphlets 'victim impact statement' and 'victims of crime'	 
Solicitor General	
Administration - Information related to the management of resources and strategic management of the Office of the Solicitor General	
Judiciary Act (Section 78B Notices)	
Litigation Matters - Advice and memoranda from the Solicitor General	
Committees - Papers prepared for or received from the various committees of which the Solicitor General is a part	
Presentations - Copies of speeches and addresses prepared and presented by the Solicitor General in his official capacity	
Legal Services	
	

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Tender Records - Information supporting letting of tenders for legal services to government agencies across the Northern Territory	
Outsourced Legal Services - Initial instructions from client agencies for legal services and brief approvals	
Administration - Information related to the internal management of resources and strategic management of the legal services division, including personnel and financial management	
Commissioner for Oaths - Appointments and information with respect to Commissioners for Oaths	
Justices of the Peace - Information on persons who wish to or are appointed as Justices of the Peace	
Policy Development/Analysis - Policy proposals, research papers, results of consultations, supporting reports, major drafts and final policy documents for Law and Justice in the Northern Territory	
Strategic Management of Legislation - Information supporting and documenting the development of legislation in the Northern Territory	
Legal Advice - Documents of legal advice by legal officer to other government agencies or internally within the department	
Ministerial Briefings and Cabinet Papers - Briefings to the Minister	
Accounts Databases - Records of capture whole of government expenditure for legal services outsourced to private firms and/or Counsel. This database also captures payments of assistance awarded to applicants in <i>Crimes (Victims Assistance) Act</i> applications and applicants' solicitors' costs	
Personnel - Management, recruitment, development, employment conditions and entitlements of staff within the Legal Services Branch	
Legal Services and Support - Information generated in the process of providing legal support for major projects, land acquisition, agreements, indigenous land use agreements, conveyancing, securities, trusts, and corporate structures by the Northern Territory government	
Litigation - Information supporting court proceedings or litigation related matters including crimes victims assistance, disciplinary proceedings, damages, prosecution, coronial, subpoena, debt recovery, land acquisition, community welfare, motor vehicle accident, judicial review, workers compensation	

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