



Glossary of terms, acronyms and initialisms

ABC	Australian Broadcasting Corporation
AC	Companion of the Order of Australia
ADRI	Australasian Digital Recordkeeping Initiative
AFDA	Administrative Functions Disposal Authority
a/g	acting
AGIFT	Australian Government Interactive Functions Thesaurus
AGLS	Australian Government Locator Service
AM	Member of the Order of Australia
ANAO	Australian National Audit Office
AO	Officer of the Order of Australia
APS	Australian Public Service
AusAID	Australian Agency for International Development
AWA	Australian Workplace Agreement
CAARA	Council of Australasian Archives and Records Authorities
CITRA	International Conference of the Round Table on Archives
DEWR	Department of Employment and Workplace Relations
DIRKS	Designing and Implementing Recordkeeping Systems
EDMS	Electronic document management system
EL	Executive Level
<i>e-permanence</i>	The Archives' suite of recordkeeping policies, standards, guidelines and products
FMA Act	<i>Financial Management and Accountability Act 1997</i>
FOI	Freedom of Information
GST	Goods and services tax
ICT	Information and communications technology
IT	Information technology
KPMG	Archives' contracted internal auditor
metadata	Descriptions of data which need to be captured with electronic records to ensure they remain identifiable and accessible over time
MP	Member of Parliament
OH&S	Occupational health and safety
PARBICA	Pacific Regional Branch of the International Council on Archives
PhotoSearch	Archives' photographic database

PSM	Public Service Medal
QC	Queen's Counsel
RecordSearch	Archives' database of record items, record series and record creators
RNA	'retain as national archives'
SC	Senior Counsel
SES	Senior Executive Service
TTY	Teletypewriter
UNESCO	United National Educational, Scientific and Cultural Organization
<i>Vroom</i>	Virtual Reading Room, an education website