

AGENDA

TAP INTERVIEWS FOR THE "SIG RAMSI SUPPORT FACILITY"

CANBERRA

AusAID House, 255 London Circuit, Civic

Wednesday 9 February 2011

Meeting Room GR2

8.15am – 5.30pm

1. **8.15am:** Welcome and introduction by Chairman
2. Revisit TAP Process:
 - o No Conflict of Interest Declaration
 - o No Breach of Confidentiality Declaration
 - o TAP Process from here.
3. Greg Healy – Probity Adviser
4. Confirmation of interview format, including interview questions.
5. **9.30am: 1st Interview – [REDACTED]**
 - Review of scores and comments following each interview
6. **11.10am: 2nd Interview – [REDACTED]**
 - Review of scores and comments following each interview
7. **12.50pm: lunch**
8. **1.30pm: 3rd Interview – [REDACTED]**
 - Review of scores and comments following each interview
9. **3.20pm:** Introduction of Performance information and referee reports
10. Chair to discuss summary of TAP rankings and TAP recommendations.
11. TAP member's recommendation endorsed/signed.
12. **5.30pm:** Conclusion
 - Return of all documentation provided in relation to the TAP, including electronic and hard copies of scoresheets and any hand written notes
 - Reminder of TAP Confidentiality