



# Capital Monitor<sup>®</sup> Subscriber Guide

*Version 3.0*

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# Introduction

## Scope

This guide is intended for Capital Monitor (CapMon) Subscribers and all other users who use the basic user functions documented herein, such as alerts and searches. It provides information about functions used by most roles.

As part of our ongoing commitment to continuous improvement, we have introduced several new features, and enhancements since the launch of the new user interface in May 2020. This guide includes updates to the online systems. Major updates include:

- ❖ Search results can now be refined further by using the new Search Within Results feature
- ❖ Alerts can be created and saved directly from the Search Results page
- ❖ Intranet Users can now manage their own Newsletter, CapMon & Customised Alert Subscriptions.

For an overview of changes in this release, see [Capital Monitor LOOKBOOK May 2023](#).

For functions specific to Intranet Administrators and Corporate Administrators, see *Capital Monitor Administrator Guide*.

For functions unique to LexisNexis administrators, see *Capital Monitor Management Guide*.

## About Capital Monitor

LexisNexis Capital Monitor™ is a parliamentary monitoring service solution, helping subscribers stay informed, competitive and comply with the law.

An editorial team based at the Press Gallery in Australian Parliament House filters content 6am to 6pm daily for tailored news and information for subscribers. Content is delivered within minutes of publishing through email alerts, digests & newsletters, or live content pages, and the Capital Monitor system itself, through its Web interface.

An indexed, and text searchable archive with material back to 1996 such as media releases, interview transcripts, committee reports, Bills, Acts, regulations, tax rulings, Hansard, Gazettes and more is available for search and retrieval of historical content. Thousands of sources are monitored daily for current awareness and the latest updates in Australian policy, government, and regulatory and legislative developments.

For more information see [Capital Monitor Brochure](#).

## Customer Support

Email: [help@capmon.com](mailto:help@capmon.com) or call: 02 6100 0801

LexisNexis Customer Support: 1800 772 772

You can also contact your Account Manager.

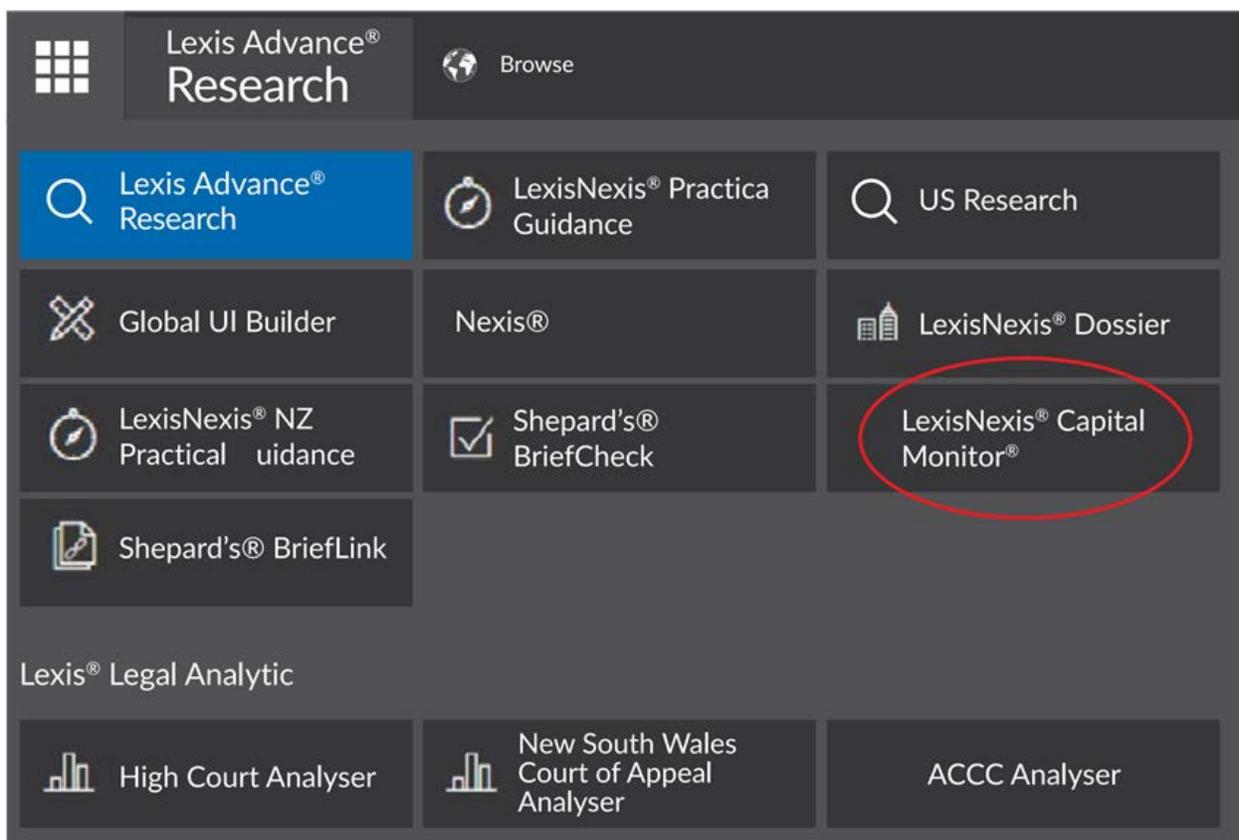
## The Interface

### Login

Use <https://capitalmonitor.com.au/>. To force login as an Intranet User, use <https://capitalmonitor.com.au/intranetlogin.aspx>. Other user types can be forced by using <http://www.capitalmonitor.com.au/LeftMenu.aspx>.

Although Capital Monitor is optimised for use in all browsers, we recommend using the latest version of Chrome. Intranet Users can only access the platform if their IP address has been registered by their Intranet Administrator, or through Customer Support.

Lexis Advance® customers already logged into Lexis Advance can select LexisNexis® Capital Monitor® from the home page if this setting has been enabled for them.



### Home

The first screen displayed after Sign In is the Home screen. The default screen for most users is the Advanced Search screen. The Home screen can be altered by Corporate Users and Subscribers by using the My Profile screen, see page 8.

When accessing content from within email alerts, Intranet Users land directly on the selected PDF without having to login. All other users must login before viewing the document.

## Timeout

User accounts automatically logout after approximately 20 minutes of inactivity. This is not indicated on the screen.

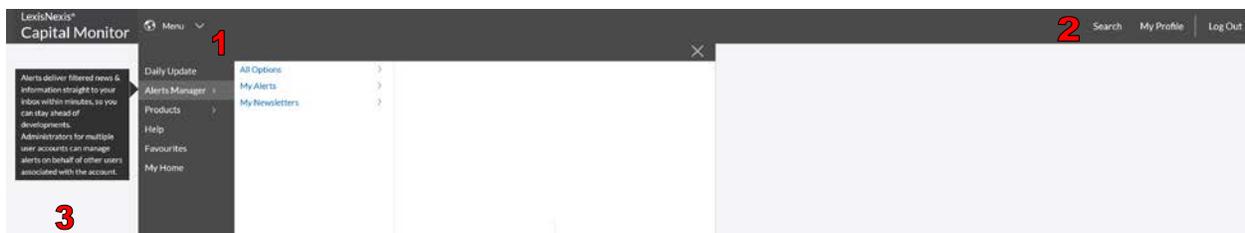
---

*If you haven't used the website in a short while, use F5 to refresh the screen before attempting to alter the screen to avoid wasted entry.*

---

## Menu Bar

Access all functions from the menu bar at the top of the screen as shown below. The main menu **1** is to the left, and other common functions **2** are to the right. Choosing menu options displays a brief description of the option **3**. Intranet users will not see as many options.



The main Menu contains:

- ❖ Daily Update, see page 15.
- ❖ Alerts Manager, (Intranet Users – Alerts) see page 16.
- ❖ Products, see page 24.
- ❖ Help, displays detailed information on the content scope and resources available.
- ❖ Favourites, displays subscriptions set as favourites in the My Profile screen, see page 8.
- ❖ My Home, returns the user to whichever page is set as their initially displayed home page.

The Search menu is described starting on page 9.

The My Profile menu is described starting on page 8.

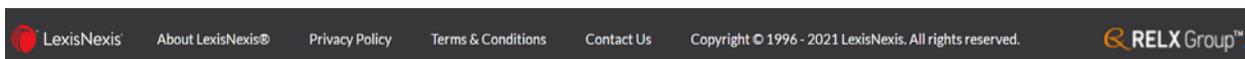
The LogOut function exits the session, and any subsequent use of the website will require logging in again.

Selecting the LexisNexis® Capital Monitor link at the left of the menu bar displays the Home page.

Intranet Users see two extra options on the Menu bar. One is Check IP, which displays the IP address of the current session. The other is Intranet Admin which presents the Login screen.

## Bottom Menu Bar

At the bottom of the screen are a list of useful links for related information.



## CapMon Roles

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*Intranet users have no credentials, they are authenticated by their IP address. All other roles require a unique username and a compliant password for authentication before accessing Capital Monitor.*

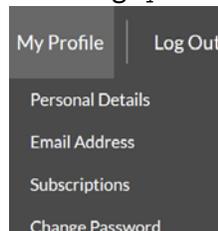
---

Role	Description	Permissions
Intranet User	Access to a shared Intranet linked to their organisation and managed by a designated Intranet Administrator.	The menus and screens for Intranet Users are feature-specific for this role, and different to other roles. Can search, browse and retrieve content from archive; view & subscribe to Intranet alerts, or create their own (which then become available for the entire Intranet also).
Subscriber	Uses an Individual account.	All topics in this Guide.
Corporate User	Access to an account linked to the organisation they belong to and managed by a designated Administrator.	All topics in this Guide.
Administrators	See Capital Monitor Administrator Guide.	Most- topics in this Guide.

## My Profile

Not available for Intranet Users.

Selecting *My Profile* on the menu bar displays the menu:



The first three options all open the same screen but expand the relevant section of the screen. That is, all the information from the first three options is presented from the same screen, just in different collapsible sections. Select any section heading on the *My Profile* screen to expand it and collapse the other sections. The example screenshot below shows the *Email Address* section expanded, and all three section headings.

### My Profile

Personal Details	Edit user information such as name, address, company, job title, contact details, and displays some account related settings such as number of instant alerts and the current end date of the service subscription.
Email Address	Add multiple secondary email addresses for notifications. Subject to limits based on subscription options. These email addresses are supplemental to the main email address registered for the user.
Subscriptions	Set any number of active subscriptions as favourites, and any single subscription or other important CapMon screens as the home screen to display by default after login.
Change Password	Displays a screen dedicated to changing the login password.

## Search

*Intranet Users only see Favourite Searches as set by their Intranet Administrator.*

There are two modes: *Quick Search*, see immediately below; and *Advanced Search*, see page 13. The search menu also contains:

Search History	Displays a list of previous searches, and controls for each to permit re-running the search, or editing it.
Saved Search	Lists searches that have been saved from the Search Results screen. From this list, saved searches can be favourited, edited, or re-run.
Favourite Searches	Lists searches that were favourited.

---

*Search keywords are case insensitive in every screen in Capital Monitor.*

---

## Quick Search

Quick Search uses just a few parameters to locate documents for the current calendar year, as shown below.

### Quick Search

Note: Quick Search will retrieve results only for the current year. To search other collections, and/or previous years, use our [Advanced Search Page](#).

#### Search Query

Search What:

FEDERAL ▾

Search For:  
[Search Hints](#)

#### Additional Search Parameters

No of results per page:

100 ▾

Display Results:

Date ▾

Sort Results:

newest to oldest ▾

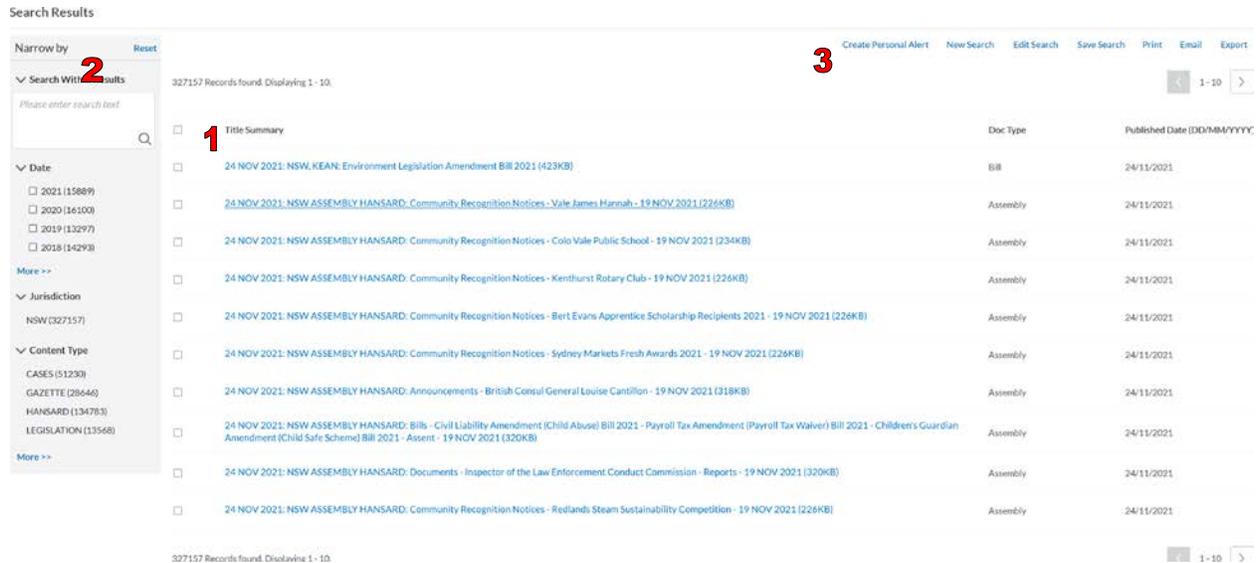
**Search**

Reset

Search What	Select a jurisdiction
Search For	Keywords to search for in both titles and content. <a href="#">Search Hints</a> displays details on the use of logical operands, such as AND, OR and NOT.
Additional Search Parameters	Various display-related options
Search	Initiates the defined search and displays the <a href="#">Search Results</a> screen, see the next topic below.
Reset	Clears all fields back to default.

# Search Results

The Search Results screen has two major sections, as shown below.



The first section **1** displays the documents matching the search criteria. All document titles are hyperlinks and display the relevant PDF when selected. The checkboxes must be used when selecting reports to **Email** or **Print**. Also in this section are various functions along the menu bar **3**, described further below.

The second section **2** **Narrow By** is to further filter the list of results. The **More >>** links expand the filter category they append, and when they are expanded are replaced with **Hide** to contract that category again. **Search Within Results** is new in this version, and the extra search logic provided here are only applied to the original results to further narrow them down. Terms and operands are used in the same manner as **Search For** on the main Search screens.

*In Narrow By, only Search Within Results settings are saved along with the initial search settings when selecting Save Search.*

Create Personal Alert	Only for results from <b>Advanced Search</b> . Displays the <b>Manage Alerts</b> screen, and copies all the current search parameters into the alert parameters, see page 19. For <b>Intranet Users</b> , this function only displays after entering their email address in <b>Alerts &gt; All Options &gt; Subscribe</b> .
New Search	Returns to the search screen with default search parameters.
Edit Search	Returns to the search screen with the current search parameters.

Save Search	Saves the search for future re-use. Saved searches can be quickly accessed from the Search > Saved Searches menu. Saving the search does NOT save any additional filters applied from Narrow By settings other than Search Within Results.
Print	Displays a paginated version of the report, and the list of printers on your network.
Email	<p>Before selecting this option, use the checkboxes next to the documents in the search results to select which reports to email. Selecting the function displays a dialog for entering up to five email addresses to receive the selected search results.</p> <p>Note that recipients must be users of the system, and when selecting the document links in the emails, if they are not already signed in, the login screen will prompt for their sign in, and then immediately download the target document. Such a login screen must be closed to subsequently gain access to the online website.</p>
Export	Supports .csv and .txt formats. Selecting Export commences download of the selected filetype.

## Advanced Search

Advanced Search allows for more complex parameters to locate documents, as shown below.

### Advanced Search

#### Search Query

Search Title:

Search Full Text:

[Search Hints](#)

#### Search Collection:

<input type="checkbox"/> Select All	<input type="checkbox"/> Federal	<input type="checkbox"/> ACT	<input type="checkbox"/> NSW	<input type="checkbox"/> QLD	<input type="checkbox"/> SA	<input type="checkbox"/> TAS	<input type="checkbox"/> VIC	<input type="checkbox"/> WA	<input type="checkbox"/> NT
<input type="checkbox"/> Media	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Hansard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Gazette	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Cases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: Click the word Legislation in the grid to display & select sub-categories.

#### Filter by Date

From:

DD/MM/YYYY



To:

DD/MM/YYYY



#### Additional Search Parameters

No of results per page:

100



Display Results:

Date



Sort Results:

newest to oldest



Search

Reset

Search Title	Keywords to search for in document titles.
Search Full Text	Keywords to search for in the content of the documents. The <a href="#">Search Hints</a> link displays details on the use of logical operands, such as AND, OR and NOT.
Search Collection	Select by jurisdiction and content type.
Filter by Date	Restrict searches to a date range.
Additional Search Parameters	Set various display parameters.
Search	Execute the defined search and display the <a href="#">Search Results</a> screen, see page 11.
Reset	Clears all fields back to default.

# Daily Update

The Daily Update is a live feed of important news. The links above the newsfeed scroll to that section of the Daily Update.



[CapMon Updates](#) | [Today's Events](#) | [Top Headlines](#) | [Recent Acts](#) | [Political Calendar](#)

Last updated Tuesday 23 November, 2021 11:25 AM

## CapMon Updates

### New CapMon Alerts

We have recently added new CapMon Alerts for AUKUS and for Administrative Arrangements Orders from each jurisdiction. You can subscribe to these alerts from Menu > Alerts Manager > All Options > CapMon Alerts.

### Australian Capital Territory Budget 2021-22

ACT Chief Minister and Treasurer Andrew Barr handed down the state Budget at 5:00pm on Wednesday, 6 October 2021. See Capital Monitor's [Australian Capital Territory Budget pages](#) for access to all Budget Papers and media releases.

### Western Australian Budget 2021-22

Western Australian Premier and Treasurer Mark McGowan handed down the state Budget at 2:00pm on Thursday, 9 September 2021. See Capital Monitor's [Western Australian Budget pages](#) for access to all Budget Papers and media releases.

### Tasmanian Budget 2021-22

Tasmanian Premier and Treasurer Peter Gutwein handed down the state Budget at 3:00pm on Thursday, 26 August 2021. See Capital Monitor's [Tasmanian Budget pages](#) for access to all Budget Papers and media releases.

### New South Wales Budget 2021-22

## Tweets by @capitalmonitor

Capital Monitor Retweeted

**Australian House of Rep**  
@AboutTheHouse

When the House meets, the Mace - the symbol of the authority of the House and thus the Speaker's authority - will be placed below the Table. Once a new Speaker has been elected, the Serjeant-at-Arms will place the Mace on the Table.



26m

Capital Monitor Retweeted

**Australian House of Rep**  
@AboutTheHouse

The House resumes at noon. After Members are notified of Speaker Smith's resignation, a new Speaker will be elected. Upon taking the Chair, the new Speaker is expected to be congratulated by Members prior to making acknowledging remarks. The House will then suspend until 1.30pm.



53m

## Alerts Manager

*This menu is labelled Alerts for Intranet Users instead of Alerts Manager.*

The Alerts Manager is the consolidated set of all notifications. These notifications have different types, as is represented in the menu structure.

There are three options given under the Alerts Manager menu:

All Options	Shows all forms of alerts, and newsletters, and the options open a screen for editing the details. See page 13. Intranet Users only see CapMon Alerts, Customised Alerts, and Newsletters.
My Alerts	Intranet users see Alert Results as the results are for all users of that Intranet. Lists the categories that are currently subscribed. Selecting an alert title displays the most recent search results of that alert in an Alert Results Screen, see the next topic.
My Newsletters	Intranet users see Newsletter Results as the results are for all users of that Intranet. Lists the subscribed newsletters. Selecting the newsletter title displays the newsletter content.
Subscribe	Only for Intranet Users: Enter an email address with the correct domain for the organisation. This will authorise the session to individually (un)subscribe to newsletters and alerts.

## Alert Results Screen

Selecting an alert from Alerts Manager > My Alerts, or various other functions, displays the Alert Results screen listing the most recent search results of that alert.

Alert Results for AAT - Superannuation decisions

Refine Search

5 Records found. Displaying 1 - 5. < 1 - 5 >

Title Summary <span style="float: right;"><a href="#">RSS Feeds</a></span>	Doc Type	Published Date (DD/MM/YYYY)
<p>14 DEC 2021: <a href="#">AAT 21/4433</a>: General Division - Larson; Secretary, Department of Social Services and (Social services second review) [2021] AATA 4433 - Catchwords: Social security - Residing outside of Australia - Rate of age pension - DOD 02 NOV 2021 (133KB)</p> <p>Mr Larson subsequently gifted his share of the family home as well as his <b>superannuation</b> to his former wife. 5 [1979] AATA 179; (1979) 2 ALD 634. 6 Exhibit R1, page 2. 7 Exhibit T-T18, page 119. PAGE 6 OF 14 23.</p>	Administrative Appeals Tribunal	14/12/2021
<p>14 DEC 2021: <a href="#">AAT 21/4429</a>: Applicant: Mr Tanakorn Rugsat (Migration) [2021] AATA 4429 - Catchwords: Migration - Child (Residence) (Class BT) visa - Subclass 802 (Child) - Becoming a dependent child of an Australian permanent resident - DOD 01 NOV 2021 (62KB)</p> <p>It was not until August that he was able to access \$10,000 from his <b>superannuation</b> funds to proceed with the applications. The sponsor's mother added that they did repeatedly try to seek advice from their agent but it was not forthcoming.</p>	Administrative Appeals Tribunal	14/12/2021
<p>14 DEC 2021: <a href="#">AAT 21/4426</a>: Applicant: Yeri Pty Ltd (Migration) [2021] AATA 4426 - Catchwords: Migration - Approval of a nomination - Position of Chef - Genuine position - Limited service restaurant - Limited operations and menu - DOD 13 OCT 2021 (294KB)</p> <p>Reimbursements are specifically excluded, as are payments the amount of which cannot be determined in advance, and certain contributions to a <b>superannuation</b> fund. 58.</p>	Administrative Appeals Tribunal	14/12/2021
<p>14 DEC 2021: <a href="#">AAT 21/4462</a>: General Division - Lieschke and Telstra Corporation Ltd (Compensation) [2021] AATA 4462 - DOD 01 DEC 2021 (100KB)</p> <p>He is entitled to increases in the NWE amounts by reference to the increases in salary as set out in the respondent's table of fixed remuneration (less <b>superannuation</b>). 7 CONCLUSION 20.</p>	Administrative Appeals Tribunal	14/12/2021
<p>14 DEC 2021: <a href="#">AAT 21/4459</a>: Applicant: Singh Auto Care Pty Ltd (Migration) [2021] AATA 4459 - Catchwords: Migration - Sponsorship cancellation or bar - Record keeping obligations - Ensuring equivalent terms and conditions of employment - DOD 01 NOV 2021 (83KB)</p> <p>In support of this claim the sponsor provided the following: • Wages Reconciliation Report; • Service Receipts Ledger; • Accountant letter; • Business Activity Statements; • <b>Superannuation</b> extracts; • Extracts from sponsor's payroll reports; I have noted the sponsor's response to the NOITTA and the</p>	Administrative Appeals Tribunal	14/12/2021

5 Records found. Displaying 1 - 5. < 1 - 5 >

Refine Search uses the keywords and operands provided above it to further refine the provided list of results.

RSS Feeds displays the XML URL to use in a webpage to display the latest results for that Alert. When the screen displays, copy the URL from the address bar in the browser, and use that in your webpages. URLs for newly created Personal / Customised Alerts take about 30 min to become functional.

Selecting any document title downloads that document.

Long result lists are divided into pages, and the pages can be stepped through using the page controls to the top right and bottom right of the list.

## All Options

All menu entries under Alerts Manager > All Options open different tabs on the same screen. The one screen can be used to edit any and all of the available alert and newsletter settings. Note that Intranet Users do not see all tabs.

In the example screenshot below, see the tabs 1, the active tab 2, and the date modifiers 3. Also note the alert actions 4. Select any tab to display that type of notification.

### Alerts Manager for Steve

Alerts Manager for Steve

1

2 CapMon Alerts Personal Alerts Calendar/Diary Alerts Instant Alerts Newsletters

3

Show Results for: Today 22 November 2021 21 November 2021 20 November 2021 19 November 2021 18 November 2021 17 November 2021

Search by Date: 23/11/2021 Select Email Format:  Html  Text

View

Capmon Alerts

Edit/Delete	Alert Name	Email Address	Delivery Mode
4	ACT - Hansard		Web Page

Subscribe

## CapMon Alerts

All subscriptions are entitled to CapMon Alerts by default. Intranet Users must first authenticate using Alerts > All Options > Subscribe to tailor their subscription.

See the screenshot above.

Search by Date	Sets the date for the results from selecting alert titles.
View	Updates the list according to the new dates set in Show Results for:.
any alert title	Display the search results of that alert for the selected date, see page 11.
alert actions	The two alert action icons are to edit or delete the alert. For more information on editing the alert, see page 19.

Subscribe	Display the screen for selecting new CapMon alert subscriptions.
-----------	--

## Subscribe

Displays a list of all the pre-defined CapMon alerts that can be subscribed.

---

*You must not only choose the alert, but also choose a delivery method to receive the notification. Although Web Delivery is set by default, this only means the alert results are viewable on the website.*

---

The delivery options are:

Email Document Attachment	When a matching document is available, it is attached to an email and sent immediately.
Email Document Link	Similar to the attachment, the email only contains a link to the document, not the actual document.
Daily Digest	After midnight, all matching documents from the previous day are emailed as a list, much like the Alert Results screen.
Weekly Digest	Similar to the daily digest, only the list is created and sent early Monday for the entire previous calendar week.

Emails have a subject in the format of *Alert Name - CapMon Alert* to simplify local mailbox rule management for subscribers to redirect the email into a specific folder. An example subject is *Morrison Statements - CapMon Alert*.

## Personal Alerts

Intranet Users and Intranet Admins use Customised Alerts instead, see page 20.

All other users have access to Personal Alerts by default.

This tab is almost identical to the CapMon Alerts tab documented above. A *Create* function at the bottom of the screen replaces the *Subscribe* function and displays the *Manage Alert* screen, see the next topic.

Personal Alerts are created from either the *Search Results* screen from an Advanced Search, see page 11, or from using the *Create* function from this screen.

## Create Alert

The *Manage Alert* screen is for creating alerts that are only seen by the logged in user. It works in a similar fashion to the *Advanced Search* screen, see page 13.

*Although this screen can be accessed from the Alerts Manager menu, it is better accessed from the Search Results page, see page 11, from an Advanced Search, see page 13. In this way you can tailor the search until you can see that it is only capturing the documents you are interested in, and then use the [Create Personal Alert](#) function to copy those search parameters into the alert parameters on this screen.*

Emails for these alerts have a subject of *Alert Name - Personal Alert - Daily Digest - DD MMM YYYY*.

## Customised Alerts

*Intranet Users and Admins only. All other users see [Personal Alerts](#) as described in the previous topic.*

Intranet users see all alerts for the Intranet, and can subscribe or unsubscribe to any of the alerts after they have authenticated. They can only edit and delete alerts they have created, but not others. Only the Intranet Admin can delete or edit all alerts.

1. Open CapMon (<https://capitalmonitor.com.au/intranetlogin.aspx>)
2. Select Menu > Alerts > All Options > Subscribe and provide a valid email address for that domain.
3. Select Menu > Alerts > All Options > either Customised Alerts or CapMon Alerts and manage subscriptions.

The format of the resulting Customised Alerts tab is shown below.

CapMon Alerts **Customised Alerts** Newsletters

Show Results for: Today 14 December 2021 13 December 2021 12 December 2021 11 December 2021 10 December 2021 09 December 2021

Search by Date: 15/12/2021 Select Email Format:  HTML  Text

**View**

**Customised Alerts**

Edit	Subscribe/Unsubscribe	Alert Name	Email Address	Delivery Mode
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Rulings Issuing	██████████	Web Page
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Fed Court - Intellectual Property	██████████	Web Page
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	NSW Dept of transport	██████████	Web Page
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Clayton Utz	██████████	Web Page
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Cross City Tunnel	██████████	Web Page
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Arbitration for LEADR	██████████	Web Page, Daily Digest
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Personal Property Securities	██████████	Web Page, Email Document Attachment
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Model Law	██████████	Web Page
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Western and Alcoa or Westfield cases	██████████	Web Page, Email Document Attachment
	<a href="#">Subscribe</a>   <a href="#">Unsubscribe</a>	Qld Daily Digest	██████████	Web Page, Daily Digest

**Create**

## Calendar/Diary Alerts

This screen is only to set the format and frequency of these alerts.

CapMon Alerts ⓘ Personal Alerts ⓘ **Calendar/Diary Alerts ⓘ** Instant Alerts ⓘ Newsletters ⓘ

Calendar/Diary Alerts:  Daily  Weekly

Select Email Format:  Html  Text

The Daily option sends an email alert twice a day once at 8 am and once at 1.30 pm, while the Weekly option sends an alert at 8.15 am on Mondays.

### Instant Alerts

Instant Alerts use highly targeted, pre-configured topics & sub-topics to send emails with content manually classified by CapMon editors for specific commercial sectors, and for federal jurisdiction only. Note that Instant Alerts subscriptions are quantity-based extra services that may need to be added to your plan before being available, see your Account Manager for more information.

The screen allows alerts to be selected as active subscriptions, up to the maximum number of alerts purchased.

Alerts Manager for Steve

The screenshot shows the Alerts Manager interface for a user named Steve. At the top, there are navigation tabs: CapMon Alerts, Personal Alerts, Calendar/Diary Alerts, Instant Alerts (which is selected and highlighted with a red underline), and Newsletters. Below the tabs, there are five columns of category lists. The 'Instant Alerts' column is active, showing a list of sub-topics with checkboxes. At the bottom of the interface, there are two buttons: 'Submit' and 'Reset'.

The top of the screen lists and groups the commercial sectors. Selecting one scrolls the screen to that category.

Submit	Submits the subscription request for approval by a LexisNexis administrator.
Reset	Clears all checkboxes.

## Newsletters

Newsletters are created by the Capital Monitor editorial team targeting specific commercial sectors. A comprehensive portfolio of topical and jurisdictional newsletters, each containing major policy announcements, interview transcripts, reports, specialised topic summaries, legislation, and court cases as pertaining to that sector, are published on a weekly basis.

In the same way as Instant Alerts above, newsletter subscriptions are quantity-based extra services that may need to be added to your plan before being available, see your Account Manager for more information.

This screen allows newsletters to be selected as active subscriptions, up to the number of newsletters purchased in the subscription plan.

### Alerts Manager for Steve

CapMon Alerts  Personal Alerts  Calendar/Diary Alerts  Instant Alerts  **Newsletters **

Newsletters include a range of jurisdictional and topical publications updated weekly.

<input checked="" type="checkbox"/> Industrial Relations	<input checked="" type="checkbox"/> Corporations Law	<input checked="" type="checkbox"/> Financial Services Law	<input checked="" type="checkbox"/> Anti-Money Laundering
<input checked="" type="checkbox"/> Climate Change	<input checked="" type="checkbox"/> Superannuation	<input checked="" type="checkbox"/> Housing	<input checked="" type="checkbox"/> Indigenous
<input checked="" type="checkbox"/> Federal Weekly	<input checked="" type="checkbox"/> NSW	<input checked="" type="checkbox"/> Victoria	<input checked="" type="checkbox"/> Queensland
<input checked="" type="checkbox"/> Health			

[Send Subscription Request](#)

---

*All newsletters are selected by default, so clear the checkboxes for those you don't wish to receive before selecting [Send Subscription Request](#).*

---

## Products

The products menu is longer than the display area, scroll down to see the final options.

The first layer displays the jurisdictions available: Federal, and all States and Territories, as well as the Calendar, Diary, and Parliamentary Directory which apply to all jurisdictions.

The second layer displays a list of titles that indicates the content found in each tab. New product sub-categories are added all the time. We recommend you review the product listing on a regular basis.

The third layer displays time frame categories in reverse chronological order – these are specific to each product page.

## Jurisdiction-based products

Each of these options displays a list of customised web pages for the specified jurisdiction in reverse chronological order to cover specific content type, and date range with no keyword filtering. Any document within the list of available pages can be selected for download.

These pages are updated by the CapMon editorial team as soon as content becomes available, or an event occurs. In the case of Bills and Acts, updates are made within minutes of new developments such as Bills are introduced, move through the stages of debate, and become law, whereas Elections and Budgets will be updated as the events occur - once every few years in the case of elections, and once a year in the case of Budgets.

There are several parliamentary procedure and legislative update alerts that are published only to select users. Refer to the Daily Update screen for detail on what is available and how to subscribe, see page 15.

The example below is Products > NSW > Acts Assented > Current Year.

### New South Wales Acts Assented 2021

Last updated Tuesday 14 December, 2021 12:42 PM

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

The Acts Assented page is updated after notification of Royal Assent, and after the text of the Act is made available. See NSW - Acts Assented menu for previous years 1999-2020.

Key: † Acts for Bills introduced as part of a package | † Acts from private Member's Bill | New South Wales Bills Monitor | 2021 Parliamentary Sitting Calendar | 2021 Acts Table | Administrative Arrangements Orders as at 26/11/21

Need help finding a specific piece of legislation? The staff at Capital Monitor can help. Contact us on 02 6100 0801 or [help@capmon.com](mailto:help@capmon.com)

#### A

[Return to top](#)

#### Appropriation Act 2021

An Act to appropriate out of the Consolidated Fund sums for the services of the Government for the year 2021-22.

The object of this Act is to appropriate from the Consolidated Fund various sums of money required during the 2021-22 financial year for the services of the

# Calendar

Selecting **Products > Calendar** displays a condensed list of relevant activities that have been scheduled near the current day, with the current day centered in the report screen.

20/11/2021	Parliament Sitting:
Federal Leader of the Opposition, Anthony Albanese, and Federal Shadow Minister for Communications, Michelle Rowland, to hold a doorstep interview.	
21/11/2021	Parliament Sitting:
Federal Assistant Treasurer, Michael Sukkar, to hold a doorstep interview.	
22/11/2021	Parliament Sitting: <input type="checkbox"/> Federal <input type="checkbox"/> TAS
Federal Minister for Home Affairs, Karen Andrews, NSW Police and Emergency Services Minister, David Elliott, Australian Federal Police Commissioner, Reece Kershaw, and NSW Police Force Commissioner, Mick Fuller, to hold a press conference. Federal Shadow Minister for Northern Australia, Murray Watt, and Federal Senator for Queensland, Nita Green, to hold a doorstep. Prime Minister, Scott Morrison, to hold a press conference.	
23/11/2021	Parliament Sitting: <input type="checkbox"/> Federal <input type="checkbox"/> ACT <input type="checkbox"/> NSW <input type="checkbox"/> TAS <input type="checkbox"/> WA
<p>ABS: 1220.0 ANZSCO - Australian and New Zealand Standard Classification of Occupations, 2021.</p> <p>Reserve Bank of Australia (RBA): Head of Domestic Markets, Marion Kohler, to give keynote address, 'Securities markets through the pandemic,' to the Australian Securitisation Forum Virtual Conference 2021.</p> <p>Reserve Bank of Australia (RBA): Deputy Head Domestic Markets, Andrea Brischetto, to participate in the Australian Securitisation Forum Virtual Conference 2021's panel discussion.</p> <p>Federal Shadow Minister for Foreign Affairs, Senator Penny Wong, to deliver "Expanding Australia's Power and Influence" policy address to the Australian National University's National Security College.</p> <p>Federal Shadow Minister for Disaster and Emergency Management, Murray Watt, and Federal Senator for Queensland, Nita Green, to hold a doorstep.</p> <p>Federal Shadow Minister for Foreign Affairs, Senator Penny Wong, to address the ANU's National Security College.</p> <p>Bab Brown Foundation's Marine &amp; Fish Farms Campaigner, Bec Howarth, to hold a press conference.</p> <p>Federal Leader of the Australian Greens, Adam Bandt, to hold a press conference.</p>	
24/11/2021	Parliament Sitting: <input type="checkbox"/> Federal <input type="checkbox"/> ACT <input type="checkbox"/> NSW <input type="checkbox"/> TAS <input type="checkbox"/> WA
<p>ABS: 3310.0 - Marriages and Divorces, Australia, 2020.</p> <p>ABS: 4604.0 - Energy Account, Australia, 2019-20.</p> <p>ABS: 8755.0 - Construction Work Done, Australia, Preliminary, September 2021.</p> <p>Reserve Bank of Australia (RBA): Assistant Governor (Financial System), Michele Bullock, to participate in panel discussion on Central Bank Digital Currencies.</p> <p>Reserve Bank of Australia (RBA): Assistant Governor (Financial System), Michele Bullock, to participate in panel discussion on The Future of Payments in Australia.</p> <p>National Press Club: President of Chief Executive Women, Sam Mostyn AO, to give address on "Creating a vibrant, post-pandemic Australia"</p> <p>Australian Human Rights Commission: To host panel discussion, "Women's Voices, Action for Change."</p> <p>House: Standing Committee on Employment, Education and Training inquiry into Adult literacy and its importance.</p>	
25/11/2021	Parliament Sitting: <input type="checkbox"/> Federal <input type="checkbox"/> ACT <input type="checkbox"/> NSW <input type="checkbox"/> TAS <input type="checkbox"/> WA
<p>ABS: 4312.0 - Corrective Services, Australia, September Quarter 2021.</p> <p>ABS: 5625.0 - Private New Capital Expenditure and Expected Expenditure, Australia, September 2021.</p> <p>House: Standing Committee on Indigenous Affairs Inquiry into How the corporate sector establishes models of best practice to foster better engagement with Aboriginal and Torres Strait Islander consumers.</p> <p>Joint: Joint Standing Committee on the National Capital and External Territories Inquiry into Review of the National Capital Authority: Biannual Public Briefings.</p> <p>Cyber and Infrastructure Security Centre to hold an All Critical Infrastructure Sectors town hall.</p>	
26/11/2021	Parliament Sitting:
<p>Joint: Committee on Corporations and Financial Services Oversight of ASIC, the Takeovers Panel and the Prudential Regulation No. 1 of the RBA, Due to meet</p>	

Scrolling to the very top of the screen reveals date controls for selecting any month for display. The next topic, Diary, shows these calendar events in more detail.

# Diary

The two options are `Display Diary`, see next topic, and `Submit an Event`, see page 27.

## Display Diary

The display defaults to the scheduled events for the current date for sitting parliaments.

Display Diary

November, 2021

---

Diary Details

Day:

Parliaments Sitting Today:  Federal  ACT  NSW  TAS  WA

Time	Event	Description
11:00	Federal Shadow Minister for Foreign Affairs, Senator Penny Wong, to deliver "Expanding Australia's Power and Influence" policy address to the Australian National University's National Security College.	Shine Dome, 15 Gordon Street, Canberra. Contact: James Giggacher +61 436 803 488.
11:00	Federal Shadow Minister for Foreign Affairs, Senator Penny Wong, to address the ANU's National Security College.	The Shine Dome, 15 Gordon St, Acton. Contact: Caitlin Raper 0432 522 598.
11:30	Federal Shadow Minister for Disaster and Emergency Management, Murray Watt, and Federal Senator for Queensland, Nita Green, to hold a doorstep.	Cairns Disaster Coordination Centre, 61 Windarra Street, Woree. Contacts: Ashleigh Dwan 0429 260 093.
11:30	ABS: 1220.0 ANZSCO - Australian and New Zealand Standard Classification of Occupations, 2021.	Australian update. For use in the collection, publication and analysis of occupation statistics.
12:05	Reserve Bank of Australia (RBA): Head of Domestic Markets, Marion Kohler, to give keynote address, 'Securities markets through the pandemic,' to the Australian Securitisation Forum Virtual Conference 2021.	Contact: +61 2 9551 8111.
12:45	Federal Leader of the Australian Greens, Adam Bandt, to hold a press conference.	Mural Hall. Contacts: Jessica Kemp 0428 353 596.
13:30	Bob Brown Foundation's Marine & Fish Farms Campaigner, Bec Howarth, to hold a press conference.	Parliament house lawns, Hobart. Contact: Adam Burling 0499176082.
14:50	Reserve Bank of Australia (RBA): Deputy Head Domestic Markets, Andrea Brischetto, to participate in the Australian Securitisation Forum Virtual Conference 2021's panel discussion.	Contact: +61 2 9551 8111.

---

Search Diary

Search For:

From date:

To date:

Display Results In:

Results Up To:

Results Per Page:

Day	At the top of the screen, this field sets the day in the current calendar month to display.
Search For	Keywords to match in either <code>Event</code> or <code>Description</code> .
Search	Displays a simple list of diary events that match the criteria given in <code>Search Diary</code> . Each listed diary event has the date as a link to display the diary for that day.
Reset	Returns all fields to default settings.

## Submit an Event

Submits a request to add an event to display on the global calendar and diary for all Capital Monitor subscribers. Submitted event requests must first be approved by the CapMon Editor before being posted.

Complete the fields for the event and select [Submit Details](#) to submit the event request.

## Parliamentary Directory

Various lists of public officials with links to take you to their snapshot bios with their contact information.



**Parliamentary Directory**

Informing Australia since 1990

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Capital Monitor

### Federal Parliament

[Members of the House of Representatives](#)  
[Members of the House of Representatives by Party](#)  
[Members of the House of Representatives by State](#)

[Members of the Senate](#)  
[Members of the Senate by Party](#)  
[Members of the Senate by State](#)

[Morrison Ministry](#)  
[Portfolio Responsibilities](#)  
[Cabinet Committees](#)

[Shadow Ministry](#)

[Minor Parties and Independents](#)

[Press Gallery](#)

[Parliamentary Guide](#)

### State and Territory Parliaments

[Australian Capital Territory Legislative Assembly](#)

[New South Wales Legislative Assembly](#)  
[New South Wales Legislative Council](#)

[Northern Territory Legislative Assembly](#)

[Queensland Legislative Assembly](#)

[South Australian Legislative Assembly](#)  
[South Australian Legislative Council](#)

[Tasmanian Legislative Assembly](#)  
[Tasmanian Legislative Council](#)

[Victorian Legislative Assembly](#)  
[Victorian Legislative Council](#)

[Western Australian Legislative Assembly](#)  
[Western Australian Legislative Council](#)

Selecting one of the links displays the role allocations within that group. For example, selecting [Shadow Ministry](#) displays the following. Note that list can be downloaded as its own PDF using the link at the top of the page.

LexisNexis® Capital Monitor®

## Albanese Shadow Ministry

Shadow Cabinet Ministers are shown in **bold type**.

Last updated 30 September, 2021

[Download in PDF format](#)

Title	Shadow Minister
<b>Leader of the Opposition</b> <i>Shadow Cabinet Secretary</i>	<a href="#">The Hon Anthony Albanese MP</a> <a href="#">Senator Jenny McAllister</a>
<b>Deputy Leader of the Opposition</b> <b>Shadow Minister for National Reconstruction, Employment, Skills and Small Business</b> <b>Shadow Minister for Science</b> Shadow Minister Assisting for Small Business <i>Shadow Assistant Minister for Employment and Skills</i>	<a href="#">The Hon Richard Marles MP</a> <a href="#">The Hon Richard Marles MP</a> <a href="#">The Hon Richard Marles MP</a> <a href="#">Matt Keogh MP</a> <a href="#">Senator Louise Pratt</a>
<b>Leader of the Opposition in the Senate</b> <b>Shadow Minister for Foreign Affairs</b> Shadow Minister for International Development and the Pacific <i>Shadow Assistant Minister to the Leader of the Opposition in the Senate</i>	<a href="#">Senator The Hon Penny Wong</a> <a href="#">Senator The Hon Penny Wong</a> <a href="#">Pat Conroy MP</a> <a href="#">Senator Jenny McAllister</a>
<b>Deputy Leader of the Opposition in the Senate</b> <b>Shadow Minister for Home Affairs</b> <b>Shadow Minister for Immigration and Citizenship</b> <b>Shadow Minister for Government Accountability</b> Shadow Minister for Multicultural Affairs Shadow Minister Assisting for Immigration and Citizenship Shadow Minister for Disaster and Emergency Management Shadow Minister Assisting on Government Accountability	<a href="#">Senator the Hon Kristina Keneally</a> <a href="#">Andrew Giles MP</a> <a href="#">Andrew Giles MP</a> <a href="#">Senator Murray Watt</a> <a href="#">Pat Conroy MP</a>
<b>Shadow Minister for Industrial Relations</b> <b>Shadow Minister for the Arts</b> Manager of Opposition Business in the House of Representatives	<a href="#">The Hon Tony Burke MP</a> <a href="#">The Hon Tony Burke MP</a> <a href="#">The Hon Tony Burke MP</a>
<b>Shadow Special Minister of State</b> <b>Shadow Minister for Sport and Tourism</b> <b>Shadow Minister Assisting the Leader of the Opposition</b>	<a href="#">Senator The Hon Don Farrell</a> <a href="#">Senator The Hon Don Farrell</a> <a href="#">Senator The Hon Don Farrell</a>
<b>Shadow Treasurer</b> Shadow Assistant Treasurer Shadow Minister for Financial Services and Superannuation <i>Shadow Assistant Minister for Treasury</i> <i>Shadow Assistant Minister for Charities</i> <i>Shadow Assistant Minister for Financial Services and Superannuation</i>	<a href="#">Dr Jim Chalmers MP</a> <a href="#">Stephen Jones MP</a> <a href="#">Stephen Jones MP</a> <a href="#">The Hon Dr Andrew Leigh MP</a> <a href="#">The Hon Dr Andrew Leigh MP</a> <a href="#">The Hon Matt Thistlethwaite MP</a>
<b>Shadow Minister for the National Disability Insurance Scheme</b> <b>Shadow Minister for Government Services</b> <i>Shadow Assistant Minister for Carers</i> <i>Shadow Assistant Minister for Government Services and the NDIS</i> <i>Deputy Manager of Opposition Business in the Senate</i>	<a href="#">The Hon Bill Shorten MP</a> <a href="#">The Hon Bill Shorten MP</a> <a href="#">Emma McBride MP</a> <a href="#">Senator Kimberley Kitching</a> <a href="#">Senator Kimberley Kitching</a>
<b>Shadow Minister for Education</b> <b>Shadow Minister for Women</b> <i>Shadow Assistant Minister for Education</i>	<a href="#">The Hon Tanya Plibersek MP</a> <a href="#">The Hon Tanya Plibersek MP</a> <a href="#">Graham Perrett MP</a>
<b>Shadow Minister for Health and Ageing</b> Deputy Manager of Opposition Business in the House of Representatives Shadow Minister for Senior Australians and Aged Care Services <i>Shadow Assistant Minister for Health and Ageing</i> <i>Shadow Assistant Minister for Mental Health</i>	<a href="#">The Hon Mark Butler MP</a> <a href="#">The Hon Mark Butler MP</a> <a href="#">Clare O'Neil MP</a> <a href="#">Ged Kearney MP</a> <a href="#">Emma McBride MP</a>
<b>Shadow Minister for Climate Change and Energy</b> Shadow Minister Assisting for Climate Change	<a href="#">The Hon Chris Bowen MP</a> <a href="#">Pat Conroy MP</a>
<b>Shadow Minister for Infrastructure, Transport, and Regional Development</b> Shadow Minister for Cities and Urban Infrastructure Shadow Minister for Northern Australia <i>Shadow Assistant Minister for Infrastructure and Regional Tourism</i> <i>Shadow Assistant Minister for Tasmania</i> <i>Shadow Assistant Minister for Northern Australia</i> <i>Shadow Assistant Minister for Western Australia</i> <i>Shadow Assistant Minister for Road Safety</i>	<a href="#">The Hon Catherine King MP</a> <a href="#">Andrew Giles MP</a> <a href="#">Senator Murray Watt</a> <a href="#">Senator Carol Brown</a> <a href="#">Senator Carol Brown</a> <a href="#">The Hon Warren Snowdon MP</a> <a href="#">Patrick Gorman MP</a> <a href="#">Senator Glenn Sterle</a>
<b>Shadow Minister for Defence</b> Shadow Minister for Veterans' Affairs and Defence Personnel Shadow Minister Assisting for Defence Shadow Minister for Defence Industry <i>Shadow Assistant Minister for Defence</i>	<a href="#">The Hon Brendan O'Connor MP</a> <a href="#">The Hon Shayne Neumann MP</a> <a href="#">Pat Conroy MP</a> <a href="#">Matt Keogh MP</a> <a href="#">Meryl Swanson MP</a>

Then selecting any link on the right displays the detail on that person. For example, selecting Senator Jenny McAllister displays the following.



**Senator Jenny McAllister (ALP)**

**Shadow Cabinet Secretary**

**Shadow Assistant Minister to the Leader of the Opposition in the Senate**

**Shadow Assistant Minister for Communities & the Prevention of Family Violence**

Senator McAllister has been a Senator since 2015.

Order elected: 4

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[Federal Labor Party website](#)

[NSW Labor Party website](#)

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