



# 2017 LEGAL TRAINING

## JULY–DECEMBER



City | Day | Date | Duration | Time | Topic

### JULY

Canberra	Wed	19	1/2 day	am	Advice writing
Melbourne	Thu	20	1 day		Introduction to privacy
Melbourne	Fri	21	1 day		Privacy: next steps
Canberra	Wed/ Thu	26–27	2 day		Admin law
Sydney	Fri	28	1/2 day	pm	PID Act for Authorised Officers

AGS offers a wide range of courses in administrative law, freedom of information, privacy, employment law, statutory interpretation, advice-writing, contracts and contract management and other topics relevant to government law. These sessions are designed to assist government employees in acquiring the legal knowledge and skills they need to do their jobs efficiently.

### AUGUST

Canberra	Tue	1	1 day		Introduction to FOI
Canberra	Wed	2	1 day		FOI next steps
Canberra	Thu	3	1 day		FOI exemptions
Canberra	Tue	15	1/2 day	am	How laws are made
Melbourne	Wed	16	1 day		Appearing in the Fair Work Commission
Brisbane	Thu	17	1/2 day	am	FOI exemptions and decision-making
Sydney	Thu	24	1 day		Introduction to privacy

Our presenters are all AGS lawyers who are subject matter experts in the subjects they teach. AGS training sessions are full of interactive exercises, examples and challenging discussion, and always draw on the valuable experience participants themselves bring along. Participants will leave an AGS course with new knowledge, valuable insight and a fresh perspective.

Participants are provided with comprehensive and up-to-date course material which can be used in the workplace as a handy reference tool.

Our courses also attract CLE/CPD points.

AGS can deliver our standard course modules 'in-house' or we can tailor these and other presentations to suit your agency's needs.

### SEPTEMBER

Canberra	Wed	6	Day 1 of 3 days		Essentials for the government lawyer
Melbourne	Wed/ Thu	6–7	2 days		How to run a code of conduct investigation
Canberra	Tue	12	1/2 day	pm	Statutory interpretation
Canberra	Wed	13	Day 2 of 3 days		Essentials for the government lawyer
Sydney	Thu	14	1 day		Privacy: next steps
Brisbane	Tue	19	1/2 day	am	Privacy APP intensive
Canberra	Wed	20	Day 3 of 3 days		Essentials for the government lawyer

Course prices (including GST)		CPD points
1 hour	\$100	1
1.5 hours	\$200	1
2 hours	\$300	2
2.5 hours	\$400	2
3 hours	\$500	2.5
1/2 day	\$600	3
1 day	\$920	6
2 day (Admin law)	\$1,550	12
2 day (Code of conduct)	\$2,000	12
3 day (Essentials for government lawyers)	\$2,000	18



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## OCTOBER

Canberra	Tue	10	1 day		Introduction to FOI
Canberra	Wed	11	1/2 day	am	Advice writing
Canberra	Tue	17	1 day		FOI next steps
Canberra	Wed	18	1 day		FOI exemptions
Sydney	Tue	24	1/2 day	am	PID Act for Authorised Officers
Canberra	Wed	25	1/2 day	am	Understanding legislation
Melbourne	Thu	26	1.5 hours	am	Tough conversations about poor performance
Canberra	Tue	31	1 day		Introduction to privacy

## NOVEMBER

Canberra	Thu	2	2.5 hrs	am	Legislative Instruments – what you need to know
Canberra	Wed	8	1 day		Privacy next steps
Sydney	Thu	9	1/2 day	am	Privacy APP intensive
Melbourne	Wed	15	1 day		Introduction to privacy
Melbourne	Thu	16	1 day		Privacy – next steps
Canberra	Wed/ Thu	15 – 16	2 days		Admin law
Canberra	Tue	28	2 hrs	pm	Procurement tips and ticks

## DECEMBER

Canberra	Mon	4	1 day		Introduction to FOI
Canberra	Wed	6	1 day		FOI next steps
Canberra	Thu	7	1 day		FOI exemptions

For further information on our training, in-house or customised courses, please contact:

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[www.ags.gov.au](http://www.ags.gov.au)

Course prices (including GST)	CPD points
1 hour	1
1.5 hours	1
2 hours	2
2.5 hours	2
3 hours	2.5
1/2 day	3
1 day	6
2 day (Admin law)	12
2 day (Code of conduct)	12
3 day (Essentials for government lawyers)	18