

Additional Information



Additional Information

RESEARCH GRANTS

Externally Funded Projects:

The following projects received external funding and were underway during the year:

Allen, Lindy. *Thookay ngaweeyan: Young Voices from Victoria* exhibition tour. Visions of Australia.

Christidis, Les and Norman, Janette. The Museum Victoria DNA Research and Education Centre. The Ian Potter Foundation.

Churchward, Matthew. Contribution from the National Cultural Heritage Account towards the purchase of the Cliff & Bunting steam engine. Environment Australia.

Churchward, Matthew. Contribution towards the purchase of the Cliff & Bunting steam engine. Sunshine Foundation.

Dale-Hallett, Liza. Development of the Women on Farms Collection and interpretation. Macedon Ranges Women on Farms Gathering Inc.

Dale-Hallett, Liza. Development of the Women on Farms Collection and interpretation. Northeast Women on Farms Gathering.

Dale-Hallett, Liza. *Water Smart Lifestyles* interactive exhibit. Smart Water Fund.

Hogan, Fiona. Stuart Leslie Bird Research Award: The Genetic Variability of the Powerful Owl *Ninox strenua* across its range (PhD project). Birds Australia.

Indigenous Cultures Department. *60,000 Years in the Making: Indigenous Australia Now* exhibition for the 2004 Athens Olympics. Arts Victoria.

Indigenous Cultures Department. Berry Collection repatriation project. University of Melbourne.

Indigenous Cultures Department. Digitisation of Donald Thomson images. Grimwade Miegunyah Fund.

Indigenous Cultures Department. *Inside Dreaming* exhibition development. Department of Justice Victoria.

Indigenous Cultures Department. *Inside Dreaming* exhibition development. Northern Territory Correctional Services.

Indigenous Cultures Department. Publication of *Written in Stone?* Australian Institute of Aboriginal and Torres Strait Islander Studies.

Indigenous Cultures Department. Republication of *Donald Thomson in Arnhem Land*. Grimwade Miegunyah Fund.

Indigenous Cultures Department. Return of Indigenous Cultural Property Program. Department of Communications, Information Technology and the Arts.

Indigenous Cultures Department. *Twined Together* fibre workshop. Australia Council for the Arts.

Kean, John and Butler-Bowdon, Eddie. *Harry Johns Boxing Truck* exhibition development. Visions of Australia.

Marchant, Richard. Review of the Science Underpinning the Assessment of the Ecological Condition of the Lower Balonne River System. Department of Natural Resources and Mines (Queensland).

Melville, Jane. Australian Research Council Postdoctoral Fellowship. Australian Research Council.

Melville, Jane. Evolutionary ecology and molecular systematics of desert agamid and iguanid lizards. Australian Research Council Large Research Grant.

Norman, Mark. Deep sea octopuses of the Australian continental slope and seamounts. Australian Biological Resources Study.

O'Hara, Tim. Attribution of Echinoderms. Australian Heritage Commission.

O'Hara, Tim. Production of manuscript for the *Australian Echinoderms* publication. Australian Biological Resources Study.

Poore, Gary. Final compilation of the manuscript for *Marine Decapod Crustacea of Southern Australia: A Guide to their Identification*. Australian Biological Resources Study.

Poore, Gary. Special edition of *Memoirs of Museum Victoria*. Fifth International Crustacean Congress.

Strategic Collection and Information Management Department. Community Loan Program for the Federation 2001 Bells. Arts Victoria.

Strategic Collection and Information Management Department. Conservation of historic Victorian Railways Union banner. Department of Infrastructure.

Walker, Ken. Databasing of invertebrate records under the Council of Heads of Australian Faunal Collections agreement. Australian Heritage Commission.

Walker, Ken. Delivery of digital images detailing the habitus and diagnostic features for a series of nominated species. Department of Agriculture, Fisheries and Forestry.

The following collaborative projects administered by other institutions received external funding and were underway during the year:

Allen, Lindy. Anthropological and Aboriginal perspectives on the Donald Thomson Collection: material culture, collecting and identity. Australian Research Council Linkage Project. This grant is administered by Australian National University.

Australian Society and Technology Department. PhD Studentship: *Australian Children's Folklore Collection*. This studentship is administered by the University of Melbourne.

Australian Society and Technology Department. PhD Studentship: *Innovation in Australian Agriculture 1880s-1930s*. This studentship is administered by the University of Melbourne.

Batty, Phillip. *Colliding Worlds* exhibition development. Visions of Australia. This grant is administered by the Tandanya National Aboriginal Cultural Institute.

Batty, Phillip. New works for the *Colliding Worlds* exhibition. Australia Council for the Arts. This grant is administered by the Tandanya National Aboriginal Cultural Institute.

Christidis, Les. Macroecology and phylogeny: the effects of evolutionary history on rarity and extinction risk in Australian vertebrates. Australian Research Council Discovery Project. This grant is administered by James Cook University.

Christidis, Les. Mechanisms, maintenance and evolutionary origins of male dichromatism in paradise flycatchers. Australian Research Council Large Research Grant. This grant is administered by the University of Melbourne.

Gomon, Martin. Validation of national demersal fish datasets for the regionalisation of the Australian continental slope and outer shelf. National Oceans Office. This grant is administered by CSIRO Marine Research.

Outreach, Technology, Information and Multimedia Division. Copyright and Cultural Institutions: Digitising collections in public museums, galleries and libraries. Australian Research Council Linkage Project. This grant is administered by the University of Melbourne.

Rich, Tom. Excavations at Inverloch. National Geographic Society Expeditions Council. This grant is administered by Monash University.

Additional Information

Rich, Tom. The Ghostly Blank 2002. Committee for Research & Exploration of the National Geographic Society. This grant is administered by Monash University.

Rich, Tom. The Ghostly Blank 2003. Committee for Research & Exploration of the National Geographic Society. This grant is administered by Monash University.

Rich, Tom. Was there an unusual environment with equally remarkable inhabitants in Early Cretaceous southeast Australia? Australian Research Council Discovery Project. This grant is administered by Monash University.

Sculthorpe, Gaye. Four South Pacific Museums: New Museums and Public Culture. Australian Research Council Discovery Project. This grant is administered by the University of Melbourne.

RESEARCH SUPERVISION

Graduate and Post-Graduate Supervision:

[Museum Victoria supervisors in italics]

Batten, Kristen: BSc(Hons), Department of Zoology, University of Melbourne. Supervisors: *Martin Gomon, Janette Norman, Steve Swearer*. Project: Intraspecific phylogeography and genetic structure of the common weedfish (*Heteroclinus perspicillatus*).

Butcher, Rhonda: PhD, Monash University. Supervisors: *Richard Marchant, Sam Lake*. Project: Invertebrate conservation in wetlands in western Victoria.

Cohn, Helen: PhD, University of Melbourne. Supervisors: *Thomas Darragh, Rod Home*. Project: Novelty to rarity: a history of the National Herbarium of Victoria.

Deftereos, Christine: PhD, University of Melbourne. Supervisors: *Richard Gillespie, Kate Darian-Smith*. Project: Australian Children's Folklore Collection.

Dolman, Gaynor: PhD, University of Queensland. Supervisors: *Jeremy Austin, Sandie Degnan, Craig Moritz*. Project: Speciation in *Carlia* skinks from the wet tropics.

Etemadmoghadan, Dariush: BSc (Hons), Department of Genetics, University of Melbourne. Supervisors: *Les Christidis, Janette Norman, Jon Martin*. Project: Microsatellite analysis of geographical variation and gene flow among populations of a co-operatively breeding songbird, the Superb Fairy-wren (*Malurus cyaneus*).

Finn, Julian: PhD, Department of Zoology, La Trobe University. Supervisors: *Mark Norman, Simon Goldsworthy*. Project: Systematics and biology of argonauts (Family Argonautidae).

Fitzgerald, Erich: MSc(Prelim), School of Geosciences, Monash University. Supervisors: *Thomas Rich, Patricia Vickers-Rich*. Project: Phylogenetic significance of the cranial morphology of the cetacean *Mammalodon colliveri*.

Gallego-Martínez, Susana: BSc(Hons), Department of Zoology, University of Melbourne. Supervisors: *Gary Poore, David MacMillan*. Project: New genera of antarcturid isopods from deep water in Australia and their relationships (Crustacea).

Guzik, Michelle: PhD, James Cook University. Supervisors: *Mark Norman, Ross Crozier*. Project: The phylogeny of benthic octopuses (Family Octopodidae).

Hansen, Amber: MEnvSc, University of New South Wales. Supervisors: *Tim O'Hara, Ronnie Harding*. Project: Cryptic speciation in the eleven-armed seastar *Coscinasterias muricata*.

Harding, Lucy: PhD, University of Melbourne. Supervisors: *Thomas Darragh, Stephen Gallagher*. Project: Early Pliocene molluscan palaeontology and palaeoenvironments of the Marine Plain Area (Antarctica).

Harris, Collette: MA, Public History, Monash University. Supervisors: *Richard Gillespie, Seamus O'Hanlon*. Project: The relationship between design and manufacturing in Victorian industry.

Hogan, Fiona: PhD, Deakin University. Supervisors: *Janette Norman, Raylene Cooke, Chris Burridge, Chris Austin*. Project: Genetic variability of owls in the south-east Australian forests.

Hoskin, Conrad: PhD, University of Queensland. Supervisors: *Jeremy Austin, Hamish McCallum, Craig Moritz*. Project: The roles of historical isolation and ecological gradients in generating reproductive isolation in wet tropics frogs.

Kefford, Ben: PhD, RMIT University. Supervisors: *Richard Marchant, Dayanthi Nugegoda*. Project: The role of salinity in structuring stream invertebrate communities.

Lockett, Matthew: PhD, University of Technology, Sydney. Supervisors: *Martin Gomon, David Booth*. Project: Comparative biology of introduced gobies in Sydney and Melbourne estuaries.

Mackie, Joshua: PhD, University of Melbourne. Supervisors: *Les Christidis, Janette Norman, Mick Keogh*. Project: Population genetics of endemic and introduced species of bryozoans in southern Australia.

Mangnall, Elizabeth: BSc(Hons), School of Biological Sciences, Monash University. Supervisors: *Janette Norman, Les Christidis, Allan Lill*. Project: Geographic variation in the Variegated Fairy-wren *Malurus lamberti*.

Maroske, Sara: PhD, University of Melbourne. Supervisors: *Thomas Darragh, Rod Home*. Project: Science by correspondence: Ferdinand Mueller (1825-1896).

Mills, Stuart: BSc(Hons), Department of Earth Sciences, University of Melbourne. Supervisors: *Bill Birch, Ian Plimer*. Project: Uranium geochemistry, mineralogy and geochronology of the Lake Boga Granite, northern Victoria.

Nicholls, James: PhD, University of Queensland. Supervisors: *Jeremy Austin, Anne Goldizen, Craig Moritz*. Project: Examining the ecological and evolutionary causes of call variation in Satin Bowerbirds.

Piper, Katarzyna Julia: PhD, Monash University. Supervisors: *Thomas Rich, Patricia Vickers-Rich*. Project: Analysis of the early-mid Pleistocene Portland mammalian fauna.

Plant, Rhyllis: MA, Visual Arts, La Trobe University. Supervisors: *Thomas Darragh, James McArdle, John Robinson*. Project: Natural history illustration: woodblock to website.

Raadik, Tarmo: PhD, University of Canberra. Supervisors: *Martin Gomon, Arthur Georges, Mark Adams*. Project: Conservation biology and systematics of the mountain galaxias.

Sandford, Andrew: PhD, University of Melbourne. Supervisors: *David Holloway, Stephen Gallagher, Malcolm Wallace*. Project: Stratigraphy, environments and systematics of the homalonotid and phacopid trilobites from the Late Silurian-Early Devonian of central Victoria, Australia.

Schwartz, Leah: PhD, Monash University. Supervisors: *Thomas Rich, Patricia Vickers-Rich*. Project: The Bullock Creek mid-Cainozoic small mammal assemblage.

Storey, Melissa: PhD, University of Melbourne. Supervisors: *Gary Poore, David Macmillan*. Project: Systematics and biogeography of the isopod family Serolidae (Crustacea).

Syme, Anna: PhD, University of Melbourne. Supervisors: *Gary Poore*, David Macmillan. Project: Systematics and biogeography of cylindroleberidid ostracods (Crustacea) in southern Australia.

Taylor, Joanne: PhD, University of Melbourne. Supervisors: *Gary Poore*, David Macmillan. Project: Systematics and biogeography of the amphipod family Phoxocephalidae (Crustacea).

Walker, Chris: BSc(Hons), Department of Zoology, La Trobe University. Supervisors: *Tim O'Hara*, Fiona Bird. Project: The relationship between range and abundance in the marine environment.

Walker-Smith, Genefer: PhD, University of Melbourne. Supervisors: *Gary Poore*, David Macmillan. Project: Harpacticoida (Copepoda) of Port Phillip Bay and their utilisation by post-settlement King George Whiting.

Wills, Sara: PhD, Australia Centre, University of Melbourne. Supervisors: *Richard Gillespie*, Kate Darian-Smith. Project: Knowing their place: British migrancy in postwar Australia.

RESEARCH PUBLICATIONS

Publications - Refereed Journals

Austin, J.J., Arnold, E.N. & Bour, R. 2003. Was there a second adaptive radiation of giant tortoises in the Indian Ocean? Using mitochondrial DNA to investigate speciation and biogeography of *Aldabrachelys* (Reptilia: Testudinidae). *Molecular Ecology*, 12, 1415-1424.

Baba, K. & Poore, G.C.B. 2002. *Munidopsis* (Decapoda, Anomura) from south-eastern Australia. *Crustaceana*, 75, 231-252.

Birch, W.D. 2003. The Jamieson mercury deposit, Victoria. *Australian Journal of Mineralogy*, 9, 33-38.

Darragh, T.A. 2002. *Campanile* (Mollusca: Gastropoda): a new record from the early Miocene of Victoria, Australia. *Alcheringa*, 26, 501-506.

Darragh, T.A. 2002. A revision of the Australian Genus *Umbilia* (Gastropoda: Cypraeidae). *Memoirs of the Museum of Victoria*, 59, 355-392.

Darragh, T.A. 2002. Review of Twyman, M. 2002. Breaking the Mould: The First Hundred Years of Lithography. British Library Publishing. *Bibliographical Society of Australia & New Zealand Bulletin*, 26, 232-234.

Darragh, T.A. 2003. Bishop Goold and Ferdinand von Mueller: a 30 year acquaintance. *Footprints Journal of the Melbourne Diocesan Historical Commission*, 20, 3-9.

Ericson, P.G.P., Christidis, L., Irestedt, M. & Norman, J.A. 2002. Systematic affinities of the lyrebirds (Passeriformes: *Menura*), with a novel classification of the major groups of passerine birds. *Molecular Phylogenetics & Evolution*, 25, 53-62.

Green, J.P. & Negri, M. 2002. The European Museum Forum: 25 years of innovation. *Museum Ireland*, 12, 57-61.

Jenkins, G.P., Walker-Smith, G.K. & Hamer, P.A. 2002. Elements of habitat complexity that influence harpacticoid copepods associated with seagrass beds in a temperate bay. *Oecologia*, 131, 598-605.

MacNally, R., Bennett, A.F., Brown, G.W., Lumsden, L.F., Yen, A., Hinkley, S., Lillywhite P. & Ward D. 2002. How well do ecosystem-bases planning units represent different components of biodiversity? *Ecological Applications*, 12, 900-912.

Melville, J. 2002. Habitat shift in allopatric vs. sympatric situations in two lizard species: a trade-off between thermal preferences and competition avoidance. *Ecology Letters*, 5, 386-393.

Merrin, K.L. & Poore, G.C.B. 2002. *Heteromesus* Richardson, 1908 (Crustacea: Isopoda): proposed designation of *H. granulatus* Richardson, 1908 as the type species. *Bulletin of Zoological Nomenclature*, 59, 82-84.

Metzeling, L., Robinson, D., Perriss, S. & Marchant, R. 2002. Temporal persistence of benthic invertebrate communities in south-eastern Australian streams: taxonomic resolution and implications for the use of predictive models. *Marine & Freshwater Research*, 53, 1223-1234.

Norman, M.D., Paul, D., Finn, J. & Tregenza, T. 2002. First live encounter with a male of the most sexually size dimorphic large animal on earth. *New Zealand Journal of Marine and Freshwater Research*, 36, 733-736.

Norman, J.A., Christidis, L., Joseph, L., Slikas, B. & Alpers, D. 2002. Unravelling a biogeographical knot: the origin of "leapfrog" distribution patterns of Australo-Papuan sooty owls (Strigiformes) and logrunners (Passeriformes). *Proceedings of the Royal Society of London, Part B, Biological Sciences*, 269, 2127-2133.

O'Hara, T.D. 2002. Endemism, rarity and vulnerability of marine species along a temperate coastline. *Invertebrate Systematics*, 16, 671-684.

O'Loughlin, M. 2002. New genus and species of southern Australian and Pacific Asterinidae (Echinodermata, Asteroidea). *Memoirs of Museum Victoria*, 59, 277-296.

O'Loughlin, M. 2002. Report on selected species of Banzare and Anare Holothuroidea, with reviews of *Meseres* Ludwig and *Heterocumis* Panning (Echinodermata). *Memoirs of Museum Victoria*, 59, 297-325.

Osborne, M.J. & Christidis, L. 2002. Molecular relationships of the cuscuses, brushtail and scaly-tailed possum (Subfamily Phalangerinae). *Australian Journal of Zoology*, 50, 135-149.

Osborne, M.J., Christidis, L. & Norman, J.A. 2002. Molecular phylogenetics of the Diprotodontia (kangaroos, wombats, koala, possums and allies). *Molecular Phylogenetics and Evolution*, 25, 219-228.

Poore, G.C.B. & Lew Ton, H.M. 2002. Expanathuridae (Crustacea: Isopoda) from the Australian region. *Zootaxa*, 82, 1-60.

Pratesi, G., Cipriani, C., Giuli, G. & Birch, W.D. 2003. Santabarbaraite: a new amorphous phosphate mineral. *European Journal of Mineralogy*, 15, 185-192.

Schulte II, J.A., Melville, J. & Larson, A. 2003. Molecular phylogenetic evidence for ancient divergence of lizard taxa on either side of Wallace's Line. *Proceedings of the Royal Society of London, Part B, Biological Sciences*, 270, 597-603.

Staples, D.A. 2002. *Pycnogonum* (Pycnogonida: Pycnogonidae) from Australia with descriptions of two new species. *Memoirs of Museum Victoria*, 59, 541-553.

Storey, M. 2002. New species and a new record of sphaeromatid isopods (Crustacea) from the Andaman Sea, Thailand. *Phuket Marine Biological Center Special Publication*, 23, 133-148.

Taylor, J. 2002. A review of the genus *Wildus* (Amphipoda: Phoxocephalidae) with a description of a new species from the Andaman Sea, Thailand. *Phuket Marine Biological Center Special Publication*, 23, 253-263.

Tout-Smith, D. 2002. Art and personal meaning: partnerships with the public. *Journal of Education in Museums*, 23.

Additional Information

Vervoort, W. & Watson, J.E. 2003. The marine fauna of New Zealand: Leptothecata (Cnidaria: Hydrozoa) (Thecate Hydroids). *National Institute of Water & Atmospheric Research, Biodiversity Memoir*, 119, 1-538.

Watson, J.E. 2002. *Corystolona*, a new hydroid genus (Leptolida: Leptothecatae) from southern Australia. *Memoirs of Museum Victoria*, 59, 333-336.

Watson, J.E. 2002. Hydroids (Cnidaria: Hydrozoa) from southern Queensland. *Memoirs of Museum Victoria*, 59, 337-354.

Non-Refereed Journals and Reports

Christidis, L. 2003. Extinction. *Insite Museums Australia (Victoria) Newsletter*, May-June, 12.

Christidis, L. 2003. Culture drives genetic mix. *The Human Body. One World: Understanding the differences between us*. Part 12, p. 3. Supplement to the Herald Sun, February.

Cullen, P., Marchant, R. & Mein, R. 2003. *Review of science underpinning the assessment of the ecological condition of the Lower Balonne System*. Report to the Queensland Government, 54 pp.

Dale-Hallett, L. 2003. Victorian women on farms gathering heritage project. *Gippsland Women's Networker*, 1, unpaginated.

Greene, J.P. 2003. Sustainability issues and Museum Victoria. *Museum National, The Magazine of Museums Australia*, May 2003, 13.

Longmore, N.W. 2003. *Progress report on cetacean research*. International Whaling Commission, 55, 4 pp.

Norman, M.D. 2002. Masters of mimicry. *Nature Australia*, 26, 20-25.

Norman, M.D. 2003. The secret life of.... *Melbourne Weekly Magazine*, 11, 12-16.

Partos, L. 2003. Documenting Ernabella. *National Indigenous Times*, 28 May 2003, p. 27.

Veis, N. 2003. Q&A: the differences between human communities. *The Human Body. One World: Understanding the differences between us*. Part 12, p. 14. Supplement to the Herald Sun, February.

Books and Book Chapters

Allen, L. 2003. Regular hunting grounds: collecting Aboriginal artefacts in north Queensland. In *Story Place: Indigenous Art of Cape York and the Rainforest*. Queensland Art Gallery, Brisbane, pp. 30-37.

Allen, L. 2003. Entries on: The Donald Thomson Collection; Mundukul, Yirrwarra; and Mourning string. In McAuliffe, C. & Yule, P. (Eds) *Treasures: Highlights of the Cultural Collections of the University of Melbourne*. Miegunyah Press, Carlton, pp. 19-20, 156-157, 164-165.

Batty, P. 2003. Pintupi spearthrower. In McAuliffe, C. & Yule, P. (Eds) *Treasures: Highlights of the Cultural Collections of the University of Melbourne*. Miegunyah Press, Carlton, pp. 136-137.

Christidis, L. & Norman, J. 2003. DNA and the museum tradition. In Collar, N. *et al.* (Eds) *Why Museums Matter: Avian Archives in an Age of Extinction*. Bulletin of the British Ornithologists' Club, Supplement 123A, pp. 42-64.

Dale-Hallett, L. 2002. Stories and storytelling: a cultural partnership between Museum Victoria and the Victorian Women on Farms Gatherings. In *Setting the Agenda for Rural Women: Research Directions. Proceedings from the Conference held in July 2002*. Centre for Rural Social Research, Charles Sturt University, Wagga Wagga, pp. 70-87.

Greene, J.P. 2002. Castlefield: where Manchester made transport history. In McNeil, R. & George, D. (Eds) *The Heritage Atlas 4. Manchester: Archtype City of the Industrial Revolution: A Proposed World Heritage Site*. University of Manchester Field Archaeology Centre, pp. 25-27.

Greene, J.P. 2002. Creating a change in museums. In Agren, P-U (Ed.) *Museum 200: Confirmation or Challenge?* Riksställningar [Swedish Travelling Exhibitions], Svenska museiforeningen [Swedish Museum Association], Stockholm, pp. 187-193.

Hill, T. 2003. Interview with an astronomer. In Haydon, J. (Ed.) *Astronomers at Work*. Macmillan Education Australia, Melbourne, pp. 22-23.

Kuiter, R.H. 2002. *Fairy and rainbow wrasses and their relatives: a comprehensive guide to selected labroids*. TMC Publishing, Chorelywood, UK, 208 pp.

Kuiter, R.H. 2002. *Butterflyfishes, bannerfishes and their relatives: a comprehensive guide to Chaetodontidae and Microcanthidae*. TMC Publishing, Chorelywood, UK, 208 pp.

Kuiter, R.H. 2003. *Seahorses, pipefishes and their relatives*. A comprehensive guide to Syngnathiformes (Revised edition). TMC Publishing, Chorelywood, UK, 237 pp.

McFadzean, M. 2003. Museums: social mirrors, social commentators? Or who's telling whose stories? In *Museum 2000: Confirmation or Challenge?* International Council of Museums Sweden, Swedish Travelling Exhibitions and Swedish Museum Association.

Mackie, J.A., Keough, M.J., Norman, J.A. & Christidis, L. 2002. Mitochondrial evidence of geographical isolation within *Bugula dentata* Lamouroux. In Wyse Jackson, P.N. 1. (Eds) *Bryozoan Studies 2001, Proceedings of the 12th International Bryozoology Association Conference*. Swets & Zeitlinger, Lisse, pp. 199-206.

Marchant, R. 2002. Aquatic values. In *An Assessment of the Values of Kosciuszko National Park*. Interim Report from the Independent Scientific Committee, NSW National Parks and Wildlife Service, pp. 65-77.

Norman, M.D. 2002. *Voyage to Antarctica*. Black Dog Book Publishing, Melbourne, 32 pp.

Norman, M.D. 2002. *Strange Suckers*. Black Dog Book Publishing, Melbourne, 32 pp.

Norman, M.D. 2002. *Shark Girl*. Black Dog Book Publishing, Melbourne, 32 pp.

Poore, G.C.B. 2002. *Zoological Catalogue of Australia, Volume 19.2A, Crustacea: Malacostraca: Sincarida, Peracarida: Isopoda, Tanaidacea, Mictacea, Thermosbaenacea, Spelaeogriphacea*. ABRS and CSIRO Publishing, Melbourne. 434 pp.

Rich, T.H. & Vickers-Rich, P. 2003. *A Century of Australian Dinosaurs*. Queen Victoria Museum, Launceston, & Monash Science Centre, Monash University, Clayton. 124 pp.

Schmidt, R. & Bone, Y. 2002. Eocene bryozoan assemblages of the St Vincent Basin, South Australia. In Wyse Jackson, P.N. *et al.* (Eds) *Bryozoan Studies 2001, Proceedings of the 12th International Bryozoology Association Conference*. Swets & Zeitlinger, Lisse, pp. 293-298.

Stoyles, P., Pentland, P. & Demant, D. 2003. *Genetic engineering*. Macmillan Education, South Yarra, 32 pp.

Stoyles, P., Pentland, P. & Demant, D. 2003. *Global warming*. Macmillan Education, South Yarra, 32 pp.

Stoyles, P., Pentland, P. & Demant, D. 2003. *Information technology*. Macmillan Education, South Yarra, 32 pp.

Stoyles, P., Pentland, P. & Demant, D. 2003. *Nuclear energy*. Macmillan Education, South Yarra, 32 pp.

Walker, K.L., Yen, A. & Milledge, G. 2003. *Spiders and Scorpions commonly found in Victoria*. Royal Society of Victoria, Melbourne. 144 pp.

Other

Batten, K. 2003. Intraspecific phylogeography and genetic structure of the common weedfish (*Heteroclinus perspicillatus*). BSc(Hons) Thesis, Department of Zoology, University of Melbourne.

Butcher, R. 2003. Biodiversity in temporary and freshwater wetlands in the Western Wimmera, Victoria. PhD Thesis, Monash University.

Etemadmoghadan, D. 2002. Microsatellite analysis of geographical variation and gene flow among populations of a co-operatively breeding songbird, the Superb Fairy-wren (*Malurus cyaneus*). BSc(Hons) Thesis, Department of Zoology, University of Melbourne.

Keable, S.J., Poore, G.C.B. & Wilson, G.D.F. 2002 onwards. *Australian Isopoda: Families*. Crustacea.net: An information retrieval system for crustaceans of the world. <http://crustacea.net/crustace/isopoda/index.htm> (Version: 2 October 2002).

Mackie, J. 2003. Population genetics of endemic and introduced species of bryozoans in southern Australia. PhD Thesis, University of Melbourne.

Walker, C. 2003. The relationship between the abundance and range of subtidal and intertidal benthic invertebrates in Port Phillip Bay and Western Port, Victoria. BSc(Hons) Thesis, Zoology Department, La Trobe University.

Willis, E. 2002. The Chinese of Little Lon: An illustrated essay. In Murray, T. & Mayne, A. (Eds) *Vanished Communities: Investigating History at "Little Lon."* CD-ROM, Archaeology Publications, La Trobe University.

LECTURES AND PRESENTATIONS

Conference Presentations

Allen, L. & Coutts, L. 2003. Everything old is new again. Fusions Symposium on Translocality: Revaluing Indigenous Crafts. School of Art, Australian National University (Canberra, 14 June).

Batty, P. 2002. Beyond cultural domains. Australian Anthropological Society Annual Conference. Australian National University (Canberra, 3-5 October).

Birch, W. 2002. Secondary mineralisation in the Lake Boga Granite, Victoria, Australia: timing and conditions of formation. 18th General Meeting of the International Mineralogical Association (Edinburgh, Scotland, 1-6 September).

Birch, W. 2003. The allanite subgroup: minerals in need of revision. Mineralogical Societies of Australia Annual Seminar (Adelaide, 7-8 June).

Bray, D. 2002. Recent advances in fish collection management in Australia and overseas; and Transfer of Museum Victoria's Ichthyology Collection database to KE EMu. Australian Fish Collection Management Workshop at the Australian Society for Fish Biology Annual Conference (Cairns, 14-17 August).

Bush, M. 2003. Shifting sands: conceptual frameworks for representations of hybridity. Museums Australia National Conference (Perth, 30 May).

Butler-Bowdon, E. 2002. Boxing on in the 1960s: the Harry Johns travelling boxing show in the age of television. GO! Melbourne in the 1960s, History Studies Program, Monash and La Trobe Universities (4-5 October).

Churchward, M. 2003. Pipes, pumps and people: interpreting the Spotswood Pumping Station. Museums Australia National Conference (Perth, 25-30 May).

Dale-Hallett, L. 2002. Stories and storytelling: museums and their role in capturing the past and present stories of women in agriculture. Setting the Agenda for Rural Women: Research Directions Conference. Charles Sturt University (Wagga Wagga, 16-17 July).

Dale-Hallett, L. 2003. Demolition and dumpmasters: the collaborative rebuilding of the Sunshine Harvester works. Museums Australia National Conference (Perth, 25-30 May).

Dale-Hallett, L. 2003. Women on farms gatherings: a living history project. Museums Australia National Conference (Perth, 25-30 May).

Dale-Hallett, L. & Diffey, R. 2003. Motherboards, desert sands and cow pats: stories of leadership, unity, diversity and survival. Joint conference of the Rural Women's Studies Association and the Association for Living History, Farm and Agricultural Museums (Las Cruces, New Mexico, USA, 20-23 February).

Demant, D. 2002. Computer cabinets of curiosity: a collaborative project. International Committee for Science and Technology Museums Annual Conference (Beijing, China, 15 October).

Fraser, N. & Hawkins, F. 2003. Museum Victoria's collection inventory systems. Australian Registrars Committee Conference (Perth, 25-30 May).

Gomon, M. 2002. Getting taxonomy right: the value of names and classification from a biogeographical perspective. Australian Fish Collection Management Workshop at the Australian Society for Fish Biology Annual Conference (Cairns, 14-17 August).

Greene, J.P. 2003. Royal Exhibition Building and Carlton Gardens: Australia's next World Heritage Site. Australian International Council on Monuments and Sites (ICOMOS) Symposium (Melbourne Museum, 11 May).

Groom, S. 2002. Risk analysis and risk assessment at Museum Victoria. Symposium on Collection Surveys: What Works? Australian Institute for Conservation of Cultural Material Inc. (NSW Branch), Museums and Galleries Foundation of NSW, and Historic Houses Trust of NSW (Museum of Sydney, 11 November).

Additional Information

Henry, D. 2002. Mining museum collections for geoinformatic websites. 18th General Meeting of the International Mineralogical Association (Edinburgh, Scotland, 1-6 September).

Henry, D. 2003. Uranium minerals in the Northern Territory. 26th Joint Mineralogical Societies Seminar (Adelaide, 7-8 June).

King, R. & Poore, G. 2003. A phylogenetic review of the Arcturidae (Isopoda: Valvifera). Annual Meeting, The Crustacean Society (Williamsburg, Virginia, USA, June).

Leveson, R. & Puckey, H. 2002. Let's get it right: implementing EMU at Museum Victoria. Australian Registrars Committee Conference (Sydney, 5-6 December).

O'Hara, T. 2002. Life on the shelf: benthic assemblages of Bass Strait. Australian Marine Sciences Association Conference (Perth, 8 July).

Marchant, R. 2002. How do stream invertebrate communities respond to dams in South-eastern Australia. 41st Annual Congress of the Australian Society for Limnology (Margaret River, 29 September-3 October).

Marchant, R. 2003. Temporal variability and AUSRIVAS models. National River Health Program Workshop (Adelaide, 14-16 May).

Melville, J., Harmon L. & Losos, J. 2003. Using molecular phylogenetics to investigate evolutionary convergence of ecology and morphology in desert lizard assemblages. International Congress of Genetics (Melbourne, 8 July).

Norman, M. 2003. Mimicry in octopuses, squids and cuttlefishes: a very different model for robotic imitation. 2nd International Symposium on Imitation in Animals and Artifacts (Aberystwyth, Wales, 10 April).

Norman, M. 2003. The current status of octopus systematics. Workshop on Systematics of Indo-West Pacific Octopods, Cephalopod International Advisory Council Symposium on Biology, Recruitment and Culture of Cephalopods (Phuket, Thailand, 17 February).

Norman, M. 2003. Morphological characters in octopus taxonomy. Workshop on Systematics of Indo-West Pacific Octopods, Cephalopod International Advisory Council Symposium on Biology, Recruitment and Culture of Cephalopods (Phuket, Thailand, 18 February).

Norman, M. 2003. A revision of major octopodid genera. Workshop on Systematics of Indo-West Pacific Octopods, Cephalopod International Advisory Council Symposium on Biology, Recruitment and Culture of Cephalopods (Phuket, Thailand, 18 February).

Poore, G. 2003. A new analysis of relationships of peracarid orders. 11th Colloquium on Amphipoda (Tunis, Tunisia, March).

Poore, G. 2003. A new analysis of relationships of peracarid orders. Annual Meeting, The Crustacean Society (Williamsburg, Virginia, USA, June).

Poore, G. & Humphreys, W. 2002. A second species of *Mangkurta* (Spelaeogriphacea) from the arid Pilbara of Western Australia. 41st Annual Congress of the Australian Society for Limnology (Margaret River, 29 September-3 October).

Poore, G. & Humphreys, W. 2002. A second species of *Mangkurta* (Spelaeogriphacea) from north-western Australia with an analysis of relationships. 4th European Crustacean Conference (Lodz, Poland, July).

Puckey, H. 2003. Museums, technology and us. Australian Registrars Committee Conference (Perth, 25-30 May).

Rich, T. 2002. Affinities of the Ausktribosphenidae, five years on. 1st International Palaeontological Congress (Sydney, 6 July).

Schmidt, R. & Bone, Y. 2002. Biogeography of Eocene bryozoans of the St Vincent Basin, South Australia. 1st International Palaeontological Congress (Sydney, 6-10 July).

Taylor, J. & Poore, G. 2003. The impact of phylogenetic analysis on Jerry Barnard's classification of the Phoxocephalidae (Amphipoda). 11th Colloquium on Amphipoda (Tunis, Tunisia, March).

Lectures

Allen, L. 2002. The touring exhibition, Thookay Ngaweeyan, and developing collections. Swan Hill Regional Art Gallery (Swan Hill, 30 July).

Austin, J. 2003. Of islands, species and ancient DNA: molecular perspectives on the evolution of insular faunas. Deakin University (Burwood, 15 May).

Batty, P. 2003. Baldwin Spencer's cinematography. Cinema Studies course, University of Melbourne (Parkville, March).

Birch, W. 2002. Volcanoes in Victoria. Geelong Field Naturalists (Geelong, 5 November).

Christidis, L. 2002. Three lectures on: Methods of phylogenetic reconstruction; Case studies of phylogenetic reconstruction; and, Phylogeography. Department of Genetics, University of Melbourne (Parkville, 7-9 October).

Churchward, M. 2002. The fate of Thomson's Phaeton. Institution of Engineers Australia, Heritage Branch (Melbourne, 24 October).

Churchward, M. 2002. The significance of the SS "Great Britain" and its contribution to Australian immigration (Immigration Museum, 12 November).

Churchward, M. 2003. Herbert Thomson and the story of the Thomson Motor Company. Melbourne Society of Model Engineers (Melbourne, 11 April).

Churchward, M. 2003. Post-war immigrant shipping with special reference to the "Nelly," "Cyrenia" and "Toscana" (Immigration Museum, 11 May).

Dale-Hallett, L. 2002. McKay Project: presentation to the McKay-Massey Ferguson Quarter Century Club (November).

Dale-Hallett, L. & Wilson, S. 2002. Capturing history while it happens: community partnerships and contemporary collecting. History and the Meaning of Things Seminar Series (Melbourne Museum, 11 September).

Demant, D. 2002. What has posterity done for us? Making collection databases accessible to users in the future. History and the Meaning of Things Seminar Series (Melbourne Museum, 10 July).

Edmonds, P. 2002. Caroline and Albert Le Souef's Box: race, space and material culture. History and the Meaning of Things Seminar Series (Melbourne Museum, 14 August).

Foley, G. 2002. The Indigenous struggle. Inaugural John Newfong Memorial Oration. Sidney Myer Asia Centre, University of Melbourne (Parkville, 3 July).

Foley, G. 2002. History of the Aboriginal and Torres Strait Islander Commission (ATSIC). University of Melbourne (Parkville, 9 September).

- Foley, G. 2002. Aboriginal and Torres Strait Islander Commission. Politics Department, La Trobe University (Bundoora, 17 September).
- Foley, G. 2003. Aboriginal land rights. Horwood Language Centre, University of Melbourne (Parkville, 29 January).
- Foley, G. 2003. The Indigenous community-control movement. Public Administration course, Victoria University (St Albans, 21 February).
- Foley, G. 2003. Museums and Indigenous peoples. School of Historical Studies, Monash University (Clayton, 8 May).
- Foley, G. 2003. History of Melbourne Museum. Department of History, University of Melbourne (Parkville, 19 May).
- Foley, G. 2003. Indigenous peoples on film. Media and Communication course, University of Melbourne (Parkville, 21 May).
- Francis, J. 2002-2003. Presentations on Melbourne's Golden Mile to: Melbourne Convention and Visitors Bureau Board, City of Melbourne Volunteers, Drivers Bus Lines tour guides, Professional Conference Organisers, Goldfields Region Tourism Officers, Northern Melbourne Institute of TAFE, Victoria University, Monash University, Eltham and Forest Hills Probus Groups, Eltham College, Melbourne Grammar, Mentone Secondary College, Ivanhoe Secondary College, Sacred Heart Primary School, Vermont Secondary College.
- Gallego Martínez, S. 2003. Australian Antarcturidae (Crustacea). Department of Zoology, University of Melbourne (Parkville, 7 May).
- Gillespie, R. 2002. Invited exhibition critique on "Tangled Destinies" exhibition at National Museum of Australia. Museums Australia (ACT Branch) (Canberra, November).
- Gillespie, R. 2003. The Great Melbourne Telescope: an object lesson in astronomy and culture. History and the Meaning of Things Seminar Series (Melbourne Museum, 12 March).
- Gomon, M. & Bray, D. 2003. Two lectures on: Temperate Australian fishes, their diversity and distribution. Department of Zoology, University of Melbourne (Marine Studies Centre, Queenscliff, 7-8 February).
- Greene, J.P. 2002. Highlights of museum development in Europe. Museum Victoria seminar (Melbourne Museum, 5 September) (also Museums Australia Victorian Branch, Melbourne Museum, 12 November).
- Greene, J.P. 2003. What will World Heritage listing mean for the Carlton Gardens and the Royal Exhibition Building? What is the future direction of the Museum? East Enders Inc. General Meeting (Melbourne, 10 February).
- Greene, P. 2003. Historic buildings: museum objects. History and the Meaning of Things Seminar Series (Melbourne Museum, 12 February).
- Greene, J.P. 2003. Museums in a changing world. Graduation Ceremony, Faculty of Arts, Deakin University (Melbourne, 6 May).
- Greene, J.P. 2003. Can design make a museum? An examination of the role exhibition design plays in shaping the public profile of a museum. Design Institute of Australia, Victoria (Melbourne, 15 May).
- Greene, J.P. 2003. What can archaeology reveal about Europe's medieval monasteries? National Archaeology Week (Melbourne Museum, 18 May).
- Henry, D. 2002. Mineralogy of the Morass Creek Gold Skarn, East Gippsland, Victoria. Mineralogical Society of Victoria (Melbourne, 3 July).
- Henry, D. 2002. Collecting Zeolites on the Isle of Skye, Scotland. Mineralogical Society of Victoria (Melbourne, 4 December).
- Hill, T. 2002. The night sky. Victorian Outdoor Education Association (Croydon, 19 July).
- Hill, T. 2002. Exotic creatures of the sky. Melbourne Girls College (Richmond, 6 September).
- Hill, T. 2003. What makes an astronomer? Siemens Science Experience (RMIT University, 22 January).
- Hill, T. 2003. Five lectures on: Astronomy. Department of Applied Physics, RMIT University (Melbourne, 25 March-16 April).
- Hill, T. 2003. Black holes. Astronomical Society of Frankston (Frankston, 21 May).
- Horvath, A. 2002. The science communication of medical scientists. Department of Anatomy and Cell Biology Seminar Series, University of Melbourne (Parkville, 13 September).
- Horvath, A. 2002. Contemporary health messages and medical ephemera: Museum Victoria's Avant cards and fundraising trinkets collection. History and the Meaning of Things Seminar Series (Melbourne Museum, 13 November).
- Horvath, A. 2002. Science and culture. Australian Health and Research Medical Congress (Melbourne, 26 November).
- Horvath, A. 2003. Ideas for giving presentations to public audiences. Postgraduate Association, University of Melbourne (Parkville, 13 May).
- Horvath, A. 2003. DNA: This is your life: 50 years of DNA. Genetech 2003 (Melbourne Museum, 14, 15, 20 and 21 May).
- Kean, J. 2003. Working with communities. Department of Fine Arts, University of Melbourne (Parkville, 7 April).
- Kean, J. 2003. Spatial representation of Victorian environments at Museum Victoria and its precursors. Museum Studies course, University of Melbourne (Parkville, 9 April).
- Kean, J. 2003. "Getting In" Interactive Theatre, Demonstration at the Marketplace for Ideas, Multimedia. American Association of Museums Annual Meeting (Portland, Oregon, USA, 19 May).
- Longmore, N.W. 2003. Updating Museum Victoria. Bird Observers Club of Australia (Burwood, 22 April).
- Lovelock, C. 2002. Conservation in the field. Monash University Archaeology Summer School (Clayton, 27 November).
- McFadzean, M. 2003. Rushing from all corners: gold and immigration. Golden Mile Public Seminar (Melbourne Museum, March).
- Mackie, J. 2002. The influence of phylogenetic branching patterns on our understanding of population biology: how much information should we be harvesting from our trees? Melbourne Systematics Forum (Melbourne Museum, 1 August).
- Marchant R. 2002. Secondary Production. Department of Biological Sciences, Monash University (Clayton, 6 September).

Additional Information

Marchant, R. 2002. How do stream invertebrate communities respond to dams in south-eastern Australia? Department of Biological Sciences, Monash University (Clayton, 11 September).

Melville, J. 2002. Evolutionary convergence of ecology and morphology in desert lizard communities. Washington University Bioforum Seminar Series (St Louis, USA, October).

Melville, J., Harmon, L. & Losos, J. 2003. Using molecular phylogenetics to investigate evolutionary convergence of ecology and morphology in desert lizard assemblages. Smithsonian Institution (Washington DC, USA, April).

Neish, P. & Walker, K. 2002. Maximising access to systematic collections: bioinformatics, virtual museums and herbaria. Melbourne Systematics Forum (Melbourne Museum, 5 December).

Norman, J. 2002. Two lectures on: Wildlife forensics. Department of Biological and Chemical Sciences, Deakin University (Geelong, 16 September).

Norman, M. 2003. Victorian cephalopods. Coastcare (Port Campbell, 8 January).

O'Hara, T. 2002. Biogeography and phylogeography of southern Australia marine biota. Genetics Department, La Trobe University (Bundoora, 22 July).

Poore, G. 2002. Illuminating relationships with fossils: an exercise with cave-dwelling crustaceans. Melbourne Systematics Forum (Melbourne Museum, 5 September).

Rich, T. 2002. Australia's polar dinosaurs. Alaska-Pacific University (Anchorage, Alaska, USA, 29 July).

Rich, T. 2002. History of the Mammalia. School of Earth Sciences, Monash University (Clayton, August).

Rich, T. 2002. The strange case of the wandering fossil. Toowoomba Field Naturalists Club (Queensland, 16 August).

Rich, T. 2002. Victoria's polar dinosaurs. Blackburn Field Naturalists (Blackburn, 25 September).

Rich, T. 2002. Affinities of the Ausktribosphenidae, five years on. Mammal Specialists Group of the Blackburn Field Naturalists (Blackburn, 9 October).

Rich, T. 2002. Affinities of the Ausktribosphenidae, the earliest Australian mammal, five years on. Melbourne Systematics Forum (Melbourne Museum, 7 November).

Rich, T. 2003. A century of Australian dinosaurs. Friends of Museum Victoria and Friends of Monash Science Centre, Monash Science Centre (Clayton, 24 May).

Rolfe, T. & Broomfield, J. 2003. Role of Production Studio and use of digital photography in the museum environment. Australian Institute of Medical and Biological Illustrators (Melbourne Museum, 29 May).

Rowe, D. 2003. A Cretaceous origin and Palaeogene trans-oceanic dispersals for rodents. A glitch in time or a stone unturned? Melbourne Systematics Forum (Melbourne Museum, 5 June).

Schmidt, R. 2002. Biogeography of Eocene bryozoans of the St Vincent Gulf Basin, South Australia. Melbourne Systematics Forum (Melbourne Museum, 4 July).

Stranks, T. 2002. Australians in Antarctica: cool science. Lions Club of Footscray (Footscray, 9 September).

Taylor, J. 2003. Dealing with continuous characters and homoplasy in the Phoxocephalidae (Crustacea: Amphipoda). Melbourne Systematics Forum (Melbourne Museum, 1 May).

Taylor, J. 2003. The impact of phylogenetic analysis on current classification of the Phoxocephalidae (Crustacea). Department of Zoology, University of Melbourne (Parkville, 21 May).

Weis, N. 2002. Science and technology at Museum Victoria. Faculty of Life Sciences, RMIT University (Bundoora, 9 September).

Viksne, M. 2002. Sourcing external funding for museum projects. Museum Studies course, Deakin University (Burwood, 6 August).

Willis, E. 2003. Displaying historical archaeology. Management of Historical Archaeology course, La Trobe University (Bundoora, May).

Willis, E. 2003. The work of a public historian in a museum. Public History course, University of Melbourne (Parkville, May).

Wills, S. 2003. Multicultural Australia. Australia Centre, University of Melbourne (Parkville, February).

Wills, S. 2003. Refugees: a crisis for Australia? Australia Centre, University of Melbourne (Parkville, April).

Wilson, R. 2002. Biogeographic tests of earth history. Department of Zoology, Monash University (Clayton, 28 August).

Wilson, R., O'Hara, T. & Poore, G. 2003. Three lectures on: Taxonomy and biodiversity of marine invertebrates. Department of Zoology, University of Melbourne (Marine Studies Centre, Queenscliff, 5-6 February).

LEFT TO RIGHT

Customer Service Officer and visitor at Scienceworks
Research and Collections staff member in the Ancient DNA Laboratory
Discovery centre at the Immigration Museum
Information desk at Scienceworks
Kym Haines, Preparator, sculpting fruit



ADDITIONAL PUBLICATIONS AND PRESENTATIONS

Publications

Edwards, S. 2002. Reminiscing. *Insite Museums Australia (Victoria) Newsletter*, December, 11.

Hunt, G. 2003. Possessed of understanding? *EQ Australia*, Issue 1, Autumn, 15-16.

Marlow, J. 2002. Designing a museum website, comprehensively. *Insite Museums Australia (Victoria) Newsletter*, August-September, 11.

Marlow, J. & Stewart, J. 2002. Using the Museum Victoria webpage. In Punshon, M. (Ed.) *We Solve It! Approaches to information literacy*. School Library Association of Victoria, pp. 81-85.

Presentations

Edwards, S. 2003. Theory and practice in Outreach Program development. Museum Studies course, Deakin University (15 April).

Edwards, S. 2003. Getting there *sans console*. Museums Australia National Conference (Perth, 27 May).

Hart, T. 2003. Where technology will go. Museums Australia National Conference (Perth, 29 May).

Hart, T. & Brownbill, J. 2003. The Virtual Room Project (VROOM): Applied virtual reality technologies in Museums. Museums Australia National Conference 2003 (Perth, 30 May).

Hawkins, F. 2002. The Museum Victoria Collection Inventory System (MVCIS). Australian Registrars Committee Conference (Sydney, 5-6 December).

Hunt, G. 2003. Old learning, new learning: Education at Melbourne Museum, Information & Communication Technology (ICT) and the Teacher of the Future. Conference of the International Federation for Information Processing (29 January).

Hunt, G. 2003. Australia before humans. Conference of the Australian Council for Health, Physical Education and Recreation (20 February).

Hunt, G. 2003. Environmental education and a sustainable future. University of Melbourne (25 March).

Jay, D. & Kerridge, Y. 2003. Design and controversy at Melbourne Museum. Workshop presentation with the National Gallery of Victoria for Visual Communication Victoria (28 March).

Jay, D. & Kerridge, Y. 2003. If you don't know where you're going, you'll probably end up somewhere else ... Forum of the Museums Australia Education Group (Victoria) (10 April).

Jay, D. & Kerridge, Y. 2002. Interpretative strategies used at museums and archaeological sites in the Middle East. Forum of the Museums Australia Education Group (Victoria) (22 October).

Jay, D. & Kerridge, Y. 2003. Learning in museums. Workshop presentation for the State Library Teachers of Victoria Conference (7 March).

Jay, D. & Kerridge, Y. 2003. Studies of Society & Environment (SOSE) at Melbourne Museum. Workshop presentation for the History Teachers Association Victoria Conference (12 May).

Jay, D. & Kerridge, Y. 2003. Exhibition interpretation. Faculty of Education, Monash University (10-11, April) (also at the University of Melbourne, 12 May).

Jay, D. & Kerridge, Y. 2003. Art in context. Department of Education, RMIT University (24 June).

Kerridge, Y. 2003. From cesspit to cabinet. National Archaeology Week, National Trust of Western Australia (11-25 May).

Kerridge, Y. 2003. On reading the text and subtext of an exhibition. International Federation of Teachers of English Conference (8 July).

Marlow, J. 2003. Virtual museums. Australian Society for Educational Technology (Victoria) (Melbourne, 10 April).

Marlow, J. 2003. Museum Victoria and ed-online. School Library Association of Victoria (Melbourne, 6 March).

Marlow, J. 2003. Adult learners and Museum Victoria online. Certificate of Science Educators (Melbourne, 27 March).

Marlow, J. & Stewart, J. 2002. Museum Victoria online. Australian Society for Educational Technology, International Education and Technology Biennial Conference (Melbourne, 7-10 July).

Moore, G. 2003. Dinosaurs and other fossils. Science Teachers Association of Victoria Conferences (10 February and 28 November).

Moore, G. 2002. Teaching about dinosaurs. Science Teachers Association of Victoria Primary Conference (21 July).

Stewart, J. 2002. Science education at Melbourne Museum. Science Teachers Association of Victoria Conference (29 November).

Research Project/Partnership

Melbourne Museum Volunteer Program has a partnership with Victoria University and the National Museum of Australia for the project: "Managing the Volunteer Workforce: Flexible Structures and Strategies to Integrate Volunteers and Paid Workers."



Additional Information

FREEDOM OF INFORMATION

The Freedom of Information Act 1982 entitles members of the public to obtain information, other than information that is exempt under the Act, held by Museum Victoria. No Freedom of Information requests were received in the reporting year.

The information below is required to be published annually under Part II of the Freedom of Information Act 1982. The information required to be published under sections 7(1)(a)(i), 7(1)(a)(iii), 7(1)(a)(iv), 7(1)(a)(vii) and 7(1)(a)(viii) is located elsewhere in this annual report.

Contacts

Principal Officer:

Dr J. Patrick Greene
(Chief Executive Officer)

FOI Officer: Ricky Tuck

Address: GPO Box 666E Melbourne 3001

Telephone: (03) 8341 7777

Fax: (03) 8341 7778

E-mail: foi@museum.vic.gov.au

Categories of Documents

Documents which are maintained in the possession of Museum Victoria include:

- records pertaining to its buildings and other assets
- records pertaining to the objects in Museum Victoria collections
- Museum Victoria policies and procedures
- records of Divisional operations
- records of Museums Board of Victoria meetings
- finance and accounting records
- volunteer records
- personnel and salary records
- Board member records
- Museum Member records

Requests for Access to Documents

Access to documents (as defined in section 5 of the Act) may only be obtained through a written request to the FOI Officer. A fax will be sufficient. However, each request should be accompanied by a \$20 FOI Application fee. An applicant may request photocopies of documents, inspection of specific documents at Museum Victoria or other access arrangements as may be appropriate to the application.

Applications should be as specific as possible to enable Museum Victoria to identify the documents sought. Where a request does not sufficiently identify the documents sought, the applicant will be advised and provided with an opportunity to consult with Museum Victoria in order to redefine the request.

Section 21 of the Act requires that all reasonable steps be taken to enable an applicant to be notified of the decision concerning the release of documents as soon as practicable. It must be no later than 45 days after day on which the request was received.

Charges under the Act

Section 22 of the Act outlines the principles for the levy or waiver of charges required to be paid by an applicant before access to a document is given. The current application fee is \$20. Further charges may be levied for photocopying, searching, or supervising access. Some charges may be waived in certain circumstances.

AVAILABILITY OF ADDITIONAL INFORMATION

The following information relating to Museum Victoria, relevant to the financial year, has been prepared and is available to the Minister, Members of Parliament and the public on request.

- Declarations of pecuniary interests duly completed by all relevant officers.
- Details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary.
- Details of publications produced by Museum Victoria about the Museum, and the places where publications can be obtained.
- Details of changes in prices, fees, charges, rates and levies charged by Museum Victoria.
- Details of major research and development activities undertaken by Museum Victoria.
- Details of overseas visits undertaken including a summary of the objectives and outcomes of each visit.
- Details of major promotional, public relations and marketing activities undertaken by Museum Victoria to develop community awareness of the Museum and the services it provides.
- Details of assessments and measures undertaken to improve the occupational health and safety of employees.

- A general statement on industrial relations within Museum Victoria and details of time loss through industrial accidents and disputes.
- A list of major committees sponsored by Museum Victoria, the purpose of each committee and the extent to which the purposes have been achieved.

INFORMATION PRIVACY

Museum Victoria complies with the *Information Privacy Act 2000 (Victoria)*. This Act commenced on 1 September 2001, with all its provisions becoming enforceable from 1 September 2002. A copy of Museum Victoria's Privacy Policy is available upon request to the Privacy Officer:

Privacy Officer: Ricky Tuck

Address: GPO Box 666E Melbourne 3001

Telephone: (03) 8341 7777

Fax: (03) 8341 7778

LEGISLATIVE CHANGES

There were no amendments to the *Museums Act 1983* in the 2002-2003 financial year.

MERIT AND EQUITY

During the 2002-2003 financial year, Museum Victoria complied with Section 7 and Section 8 of the Public Sector Management and Employment Act 1998.

CULTURAL DIVERSITY STATEMENT

Museum Victoria Cultural Diversity Statement

'We value and are committed to fairness and equity in all we do. We actively encourage access and participation and embrace the principles of sustainability, social justice and reconciliation.'

The Museum Victoria Strategic plan 2003-2007 includes the following relevant key performance indicators:

- Delivery of public programs and exhibitions that explore themes of cultural diversity in Australia.
- Representation of culturally and linguistically diverse people on the Museums Board of Victoria.
- Regular meetings of the Aboriginal Cultural Heritage Advisory Committee and the Immigration Museum Advisory Committee.
- Maintain a diverse group of volunteers reflective of Australian Bureau of Statistics diversity population percentages.

Relevant Activities undertaken during the 2002-03 financial year.

- Delivered both formal and informal education programs pertaining to Aboriginal cultures and associated issues.
- Provided specialist advice, seminars, and workshops to Aboriginal people in managing their cultural heritage and provided and co-ordinated small-scale touring exhibitions of cultural materials.
- Provided culturally appropriate access to genealogical material to Aboriginal individuals and families.
- Continued implementing a strategy to increase numbers of Aboriginal people on staff across a variety of roles within Museum Victoria. This strategy resulted in the achievement of the 2003 Victorian Excellence and Leadership in Diversity Award for Employer of Indigenous Australians for leadership and implementation of diversity initiatives in the workplace. Awarded by Diversity@work Australia.
- Delivery of cross-cultural training for Museum Victoria staff to gain understanding of Indigenous issues.
- Continued development of inclusive exhibitions and programs at Immigration Museum about Australia's immigration history and resulting cultural diversity.
- Provided targeted education programs to primary, secondary and adult education sectors. These focussed on issues of Australian identity, cultural diversity and literacy and promoted greater understanding of diverse cultures in Victoria.
- Facilitated four Community Access exhibitions. These were developed by language other than English communities and explored the unique heritages of Victoria.
- Developed strong community partnerships to present a series of cultural festivals and programs at Immigration Museum. Enabling community participation and engagement, these programs represented and promoted Victoria's rich and diverse heritage.
- The Immigration Museum was recognised for its work with language other than English communities and received major awards from the Victorian Multicultural Commission, Victorian Health Promotion Foundation and Arts Victoria.
- Provided programs and resources that recognised and promoted cultural diversity.
- Continued research into and management of the Indigenous Cultures Collections.

- Continued a repatriation program of Ancestral remains and secret and sacred objects to Aboriginal Communities.

Relevant Strategies for the 2003-2004 financial year

- Understand current and potential customers, their needs and the associated costs of increasing access.
- Establish targeted programs to increase our reach into under-represented markets.
- Broaden our campus profiles to multicultural audiences.
- Create programs using community resources.
- Establish formal partnerships with Victorian Aboriginal communities.
- Strengthen links with other Aboriginal Communities.
- Continue implementation of repatriation program.

NATIONAL COMPETITION POLICY

Museum Victoria is committed to competitive neutrality principles ensuring fair and open competition. Many non-core activities, such as cleaning, food and beverage services, security, design, exhibition construction, car park management, facilities and events management have been outsourced.

CONSULTANCIES

Museum Victoria commissioned a total of 10 consultancies throughout the year for a sum of \$96,000.

BUILDING AND MAINTENANCE COMPLIANCE

Building Works (over \$50,000)

Scienceworks Museum

Main building roof replacement – \$525,000
Heritage works to Historic Buildings – \$90,000

Moreland Annex

Installation of additional early warning smoke detection system – \$53,000

Royal Exhibition Building

Partial floor replacement Great Hall – \$310,000

Minor Works (under \$50,000)

Melbourne Museum

Premises maintained to comply with lease conditions and the Building Essential Services Act 1994.

Flammable Goods Store – \$42,000

Scienceworks Museum

Urgent and essential works program to address identified risk items, safety issues, site access and customer comfort. Maintenance works program to ensure compliance with the Building Essential Services Act 1994.

Emergency Lighting upgrade – \$20,000

Immigration Museum

Urgent and essential works program to address identified risk items, security, safety issues, site access and customer comfort undertaken as required. Maintenance works program implemented to ensure compliance with the Building Essential Services Act 1994.

Urgent and essential surface protection: \$20,000

Development of Conservation Plan: \$12,000

22 William Street

Premises maintained to comply with lease conditions and the Building Essential Services Act 1994.

Royal Exhibition Building – Earth Sciences

Urgent and essential works program to address identified collection risk item. Maintenance works program to ensure compliance with the Building Essential Services Act 1994.

Supply and installation of humidity and air control system – \$47,000

Royal Exhibition Building – Great Hall

Minor works program to upgrade customer catering facility.

Maintenance works program to ensure compliance with the Building Essential Services Act 1994.

Public Address System supply and installation – \$50,000

Theatrette Upgrade – \$13,000

North Entrance Works Program – \$13,000

Moreland Annex

Urgent and essential works program to address identified risk items, materials handling, safety issues and site security. Maintenance works program to ensure compliance with the Building Essential Services Act 1994.

Abbotsford Annex

Maintenance works program to ensure compliance with the Building Essential Services Act 1994.

Additional Information

MUSEUM VICTORIA WHISTLEBLOWERS PROCEDURES

1. Statement of Support to Whistleblowers

Museum Victoria is committed to the aims and objectives of the *Whistleblowers Protection Act 2001* ('the Act'). It does not tolerate improper conduct by its employees, officers or members, nor the taking of reprisals against those who come forward to disclose such conduct.

Museum Victoria recognises the value of transparency and accountability in its administrative and management practices, and supports the making of disclosures that reveal corrupt conduct, conduct involving a substantial mismanagement of public resources, or conduct involving a substantial risk to public health and safety or the environment.

Museum Victoria will take all reasonable steps to protect people who make such disclosures from any detrimental action in reprisal for making the disclosure. It will also afford natural justice to the person who is the subject of the disclosure.

2. Purpose of these Procedures

These procedures establish a system for reporting disclosures of improper conduct or detrimental action by Museum Victoria or its employee. The system enables such disclosures to be made to the Protected Disclosure Co-ordinator or to the nominated Protected Disclosure Officer. Disclosures may be made by employees or by members of the public.

These procedures are designed to complement normal communication channels between management and employees. Employees are encouraged to continue to raise appropriate matters at any time with their managers. As an alternative, employees may make a disclosure of improper conduct or detrimental action under the Act in accordance with these procedures.

These procedures are not intended to replace other existing Museum Victoria procedures that deal with grievances or complaints.

These procedures may be amended from time to time if necessary to comply with guidelines published by the Ombudsman under the Act. The guidelines can be found at www.ombudsman.vic.gov.au.

3. Objects of the Act

The purpose of the Act is to encourage and facilitate the making of disclosures of improper conduct by public officers and public bodies. The Act provides protection to whistleblowers who make disclosures in accordance with the Act, and establishes a system for the matters disclosed to be investigated and rectifying action to be taken.

4. The reporting system

The reported system is represented as follows:

CEO or President of Museums Board of Victoria

Authority and Decision Making.

Director Corporate Services

Protected Disclosure Co-ordinator.

Reports to CEO or Board President in cases of disclosure.

Human Resources Manager

Protected Disclosure Officer.

Welfare Manager.

Reports to Director Corporate Services in cases of disclosure.

Investigator

Appointment authorised by the CEO or Board President.

Reports to Protected Disclosure Co-ordinator.

4.1 CONTACT PERSONS WITHIN MUSEUM VICTORIA

Disclosures of improper conduct or detrimental action by Museum Victoria or its employees may be made to the following officers:

Protected Disclosure Officer – Human Resource Manager

Location:

Level 1 West
Melbourne Museum
Carlton Gardens
Phone: (03) 8341 7746
Fax: (03) 8341 7273

Protected Disclosure Co-ordinator – Director Corporate Services

Location:

Level 1 West
Melbourne Museum
Carlton Gardens
Phone: (03) 8341 7768
Fax: (03) 8341 7237

All correspondence, phone calls and emails from internal or external whistleblowers will be referred to the Protected Disclosure Co-ordinator.

Where a person is contemplating making a disclosure and is concerned about approaching the Protected Disclosure Co-ordinator or a Protected Disclosure Officer in the workplace, he or she can call the relevant officer and request a meeting in a discreet location away from the workplace.

Where the Protected Disclosure Co-ordinator, Protected Disclosure Officer, CEO or President is the subject of a claim, the internal reporting system will be modified as follows:

- Role of Protected Disclosure Co-ordinator & Protected Disclosure Officer will be combined. Therefore, if the claim is against the Protected Disclosure Officer, the Co-ordinator will carry out both roles and vice versa.
- If the CEO is the subject of a claim, the Protected Disclosure Co-ordinator will report directly to the President of the Board.

LEFT TO RIGHT

Penny Nolton, Conservator, at work
Kym Haines, Preparator, at work
Staff meeting to discuss *Bugs Alive!* exhibit plans
Cleaning walls in Tribute Garden, Immigration Museum
Live Exhibits member feeding frogs



4.2 ALTERNATIVE CONTACT PERSONS

A disclosure about improper conduct or detrimental action by Museum Victoria or its employees, may also be made directly to the Ombudsman:

The Ombudsman Victoria
Level 22, 459 Collins Street
Melbourne Victoria 3000
(DX 210174)

Internet: www.ombudsman.vic.gov.au
Email: ombudvic@ombudsman.vic.gov.au
Tel: (03) 9613 6222
Toll Free: 1800 806 314

5. Roles and responsibilities

5.1 EMPLOYEES

- Employees are encouraged to report known or suspected incidents of improper conduct or detrimental action in accordance with these procedures.
- All employees of Museum Victoria have an important role to play in supporting those who have made a legitimate disclosure. They must refrain from any activity that is, or could be perceived to be, victimisation or harassment of a person who makes a disclosure. Furthermore, they should protect and maintain the confidentiality of a person they know or suspect to have made a disclosure.

5.2 PROTECTED DISCLOSURE OFFICER

- Be a contact point for general advice about the operation of the Act for any person wishing to make a disclosure about improper conduct or detrimental action;
- Make arrangements for a disclosure to be made privately and discreetly and, if necessary, away from the workplace;
- Receive any disclosure made orally or in writing (from internal and external whistleblowers);
- Commit to writing any disclosure made orally;
- Impartially assess the allegation and determine whether it is a disclosure made in accordance with Part 2 of the Act (that is, a protected disclosure);

- Forward all disclosures and supporting evidence to the Protected Disclosure Co-ordinator; and
- Take all necessary steps to ensure the identity of the whistleblower and the identity of the person who is the subject of the disclosure are kept confidential.

5.3 PROTECTED DISCLOSURE OFFICER

- Receive all disclosures forwarded from the Protected Disclosure Officer;
- Receive all phone calls, emails and letters from members of the public or employees seeking to make a disclosure;
- Refer all public interest disclosures to the Ombudsman;
- Be responsible for carrying out, or appointing an Investigator to carry out, an investigation referred to the public body by the Ombudsman;
- Be responsible for overseeing and co-ordinating an investigation where an Investigator has been appointed;
- Appoint a Welfare Manager to support the whistleblower and to protect him or her from any reprisals, where required, appoint a welfare manager to carry out this role;
- Advise the whistleblower of the progress of an investigation into the disclosed matter;
- Establish and manage a confidential filing system;
- Collate and publish statistics on disclosures made; and
- Liaise with the CEO or President of the Museums Board.

5.4 INVESTIGATOR

The Investigator will be responsible for carrying out an internal investigation into a disclosure where the Ombudsman has referred a matter to the public body. An Investigator may be a person from within an organisation or a consultant engaged for that purpose.

5.5 WELFARE MANAGER

The Welfare Manager is responsible for looking after the general welfare of the whistleblower. The Welfare Manager will:

- Examine the immediate welfare and protection needs of a whistleblower who has made a disclosure and seek to foster a supportive work environment;
- Advise the whistleblower of the legislative and administrative protections available to him or her;
- Listen and respond to any concerns of harassment, intimidation or victimisation in reprisal for making disclosure; and
- Ensure the expectations of the whistleblower are realistic.

6. Confidentiality

Museum Victoria will take all reasonable steps to protect the identity of the whistleblower. Maintaining confidentiality is crucial in ensuring reprisals are not made against a whistleblower.

The Act requires any person who receives information due to the handling or investigation of a protected disclosure, not to disclose that information except in certain limited circumstances. Disclosure of information in breach of section 22 constitutes an offence that is punishable by a maximum fine of \$6,000 or six months imprisonment or both.

The circumstances in which a person may disclose information obtained about a protected disclosure include:

- Where exercising the functions of the public body under the Act;
- When making a report or recommendation under the Act;
- When publishing statistics in the annual report of a public body; and
- In criminal proceedings for certain offences in the Act.



Additional Information

However, the Act prohibits the inclusion of particulars in any report or recommendation that is likely to lead to the identification of the whistleblower. The Act also prohibits the identification of the person who is the subject of the disclosure in any particulars included in an annual report.

Museum Victoria will ensure all files, whether paper or electronic, are kept in secure storage and can only be accessed by the Protected Disclosure Co-ordinator, Protected Disclosure Officer, the Investigator or Welfare Manager (in relation to welfare matters). All printed material will be kept in files that are clearly marked as a Whistleblower Protection Act matter, and warn of the criminal penalties that apply to any unauthorised divulging information concerning a protected disclosure. All electronic files will be produced and stored in a secure environment. Backup files will also be kept secure. All materials relevant to an investigation, such as tapes from interviews, will also be stored securely with the whistleblower files.

Museum Victoria will not email documents relevant to a whistleblower matter and will ensure all phone calls and meetings are conducted in private.

7. Receiving and assessing disclosures

7.1 HAS THE DISCLOSURE BEEN MADE IN ACCORDANCE WITH PART 2 OF THE ACT?

Where a disclosure has been received by the Protected Disclosure Officer or by the Protected Disclosure Co-ordinator, he or she will assess whether the disclosure has been made in accordance with Part 2 of the Act and is, therefore, a protected disclosure.

7.1.1 Has the disclosure been made to the appropriate person?

For the disclosure to be responded to by Museum Victoria, it must concern an employee, member or officer of Museum Victoria. If the disclosure concerns an employee, officer or member of another public body, the person who has made the disclosure must be advised of the correct person or body to whom the disclosure should be directed. If the disclosure has been made anonymously, it should be referred to the Ombudsman.

7.1.2 Does the disclosure contain the essential elements of a protected disclosure?

To be a protected disclosure, a disclosure must satisfy the following criteria:

- The disclosure was made by a natural person (that is, an individual person rather than a corporation);

- The disclosure relates to conduct of a public body or public officer acting in their official capacity;
- The alleged conduct is either improper conduct or detrimental action has been taken against a person in reprisal for making a protected disclosure;
- The person making a disclosure has reasonable grounds for believing the alleged conduct has occurred.

The Protected Disclosure Co-ordinator & Officer will determine whether the disclosure is a public interest disclosure. This assessment will be made within 45 days of the receipt of the disclosure.

Where a disclosure is assessed not to be a protected disclosure, the matter does not need to be dealt with under the Act. The Protected Disclosure Co-ordinator & Officer will decide how the matter should be dealt with.

In reaching a conclusion as to whether a protected disclosure is a public interest disclosure, the Protected Disclosure Co-ordinator will consider whether the disclosure shows, or tends to show, that the public officer to whom the disclosure relates:

- Has engaged, is engaging or proposes to engage in improper conduct in his or her capacity as a public officer; or
- Has taken, is taking or proposes to take detrimental action in reprisal for the making of the protected disclosure.

Where the Protected Disclosure Co-ordinator concludes that the disclosure amounts to a public interest disclosure, he or she will:

1. Notify the person who made the disclosure of that conclusion; and
2. Refer the disclosure to the Ombudsman for formal determination as to whether it is indeed a public interest disclosure and further action to be taken.

Where the Protected Disclosure Co-ordinator concludes that the disclosure is not a public interest disclosure, he or she will:

1. Notify the person who made the disclosure of that conclusion; and
2. Advise that person that he or she may request the public body to refer the disclosure to the Ombudsman for a formal determination as to whether the disclosure is a public interest disclosure, and that this request must be made within 28 days of the notification.

In either case, the Protected Disclosure Co-ordinator will make the notification and the referral within 14 days of the conclusion being reached by the public body. Notification to the whistleblower is not necessary where the disclosure has been made anonymously.

8. Investigations

8.1 INTRODUCTION

Where the Ombudsman refers a protected disclosure to Museum Victoria for investigation, the Protected Disclosure Co-ordinator will appoint an Investigator to carry out the investigation.

The objectives of an investigation will be:

- To collate information relating to the allegation as quickly as possible. This may involve taking steps to protect or preserve documents, materials and equipment;
- To consider the information collected and to draw conclusions objectively and impartially;
- To maintain procedural fairness in the treatment of witnesses and the person who is the subject of the disclosure; and
- To make recommendations arising from the conclusions drawn concerning remedial or other appropriate action.

8.2 TERMS OF REFERENCE

Before commencing an investigation, the Protected Disclosure Co-ordinator will draw up terms of reference and obtain authorisation for those terms by the CEO. The terms of reference will require the Investigator to make regular reports to the Protected Disclosure Co-ordinator who, in turn, is to keep the CEO and Ombudsman informed of general progress.

8.3 INVESTIGATION PLAN

The Investigator will prepare an investigation plan for approval by the Protected Disclosure Co-ordinator. The plan will list the issues to be substantiated and describe the avenue of inquiry.

At the commencement of the investigation, the whistleblower should be:

- Notified by the Investigator that he or she has been appointed to conduct the investigation;
- Asked to clarify any matters; and
- Provide any additional material he or she might have.

The Investigator will be sensitive to the whistleblower's possible fear of reprisals and will make the whistleblower aware of the statutory protections provided to him/her.

8.4 NATURAL JUSTICE

The principles of natural justice will be followed in any investigation of a public interest disclosure. The principles of natural justice concern procedural fairness and ensure a fair decision is reached by an objective decision-maker.

Museum Victoria will have regard to the following issues in ensuring procedural fairness:

- The person who is the subject of the disclosure is entitled to know the allegations made against him or her and must be given the opportunity to respond. (This does not mean the person must be advised of the allegation as soon as the disclosure is received or the investigation has commenced);
- If the Investigator is contemplating making a report adverse to the interests of any person, that person should be given the opportunity to put forward further material that may influence the outcome of the report and that person's defence should be fairly set out in the report;
- All relevant parties to a matter should be heard and all submissions should be considered;
- A decision should not be made until all reasonable inquiries have been made;
- The Investigator or any decision maker should not have a personal or direct interest in the matter being investigated;
- All proceedings must be carried out fairly and without bias. Care should be taken to exclude perceived bias from the process; and
- The Investigator must be impartial in assessing the credibility of the whistleblowers and any witnesses. Where appropriate, conclusions as to credibility should be included in the investigation report.

8.5 CONDUCT OF THE INVESTIGATION

The Investigator will make contemporaneous notes of all discussions and phone calls, and all interviews with witnesses will be taped. All information gathered in an investigation will be stored securely. Interviews will be conducted in private and the Investigator will take all reasonable steps to protect the identity of the whistleblower.

Where disclosure of the identity of the whistleblower cannot be avoided, due to the nature of the allegations, the Investigator will warn the whistleblower and his or her welfare manager of this probability.

It is in the discretion of the Investigator to allow any witness to have legal or other representation or support during an interview. If a witness has a special need for legal representation or support, permission should be granted.

8.6 REFERRAL OF AN INVESTIGATION TO THE OMBUDSMAN

The Protected Disclosure Co-ordinator will make a decision regarding the referral of an investigation to the Ombudsman where, on the advice of the Investigator:

- The investigation is being obstructed by, for example, the non-cooperation of key witnesses; or
- The investigation has revealed conduct that may constitute a criminal offence.

8.7 REPORTING REQUIREMENTS

The Protected Disclosure Co-ordinator will ensure the whistleblower is kept regularly informed concerning the handling of a protected disclosure and an investigation. The Protected Disclosure Co-ordinator will report to the Ombudsman about the progress of an investigation.

Where the Ombudsman or the whistleblower requests information about the progress of an investigation, that information will be provided within 28 days of the date of the request.

9. Action taken after an investigation

9.1 INVESTIGATOR'S FINAL REPORT

- At the conclusion of the investigation, the Investigator will submit a written report of his or her findings to the protected disclosure coordinator.

Where the Investigator has found that the conduct disclosed by the whistleblower has occurred, recommendations made by the Investigator will include:

- The steps that need to be taken by Museum Victoria to prevent the conduct from continuing or occurring in the future; and
- Any action that should be taken by Museum Victoria to remedy any harm or loss arising from the conduct. This action may include bringing disciplinary proceedings against the person responsible for the conduct, and referring the matter to an appropriate authority for further consideration.

The report will be accompanied by:

- The transcript or other record of any oral evidence taken, including tape recordings; and
- All documents, statements or other exhibits received by the officer and accepted as evidence during the course of the investigation.

Where the Investigator's report is to include an adverse comment against any person, that person will be given the opportunity to respond and his or her defence will be fairly included in the report.

The report will not disclose particulars likely to lead to the identification of the whistleblower.

9.2 ACTION TO BE TAKEN

If the Protected Disclosure Co-ordinator is satisfied that the investigation has found that the disclosed conduct has occurred, he or she will recommend to the CEO the action that must be taken to prevent the conduct from continuing or occurring in the future. The Protected Disclosure Co-ordinator may also recommend that action be taken to remedy any harm or loss arising from the conduct.

The Protected Disclosure Co-ordinator will provide a written report to the CEO, Ombudsman and the whistleblower setting out the findings of the investigation and any remedial steps taken.

10. Managing the welfare of the whistleblower

10.1 COMMITMENT TO PROTECTING WHISTLEBLOWERS

Museum Victoria is committed to the protection of genuine whistleblowers against detrimental action taken in reprisal for the making of protected disclosures. The Protected Disclosure Co-ordinator is responsible for ensuring whistleblowers are protected from direct and indirect detrimental action, and that the culture of the workplace is supportive of protected disclosures being made.

The Protected Disclosure Co-ordinator will appoint a Welfare Manager to all whistleblowers who have made a protected disclosure. The welfare manager will:

- Examine the immediate welfare and protection needs of a whistleblower who has made a disclosure and, where the whistleblower is an employee, seek to foster a supportive work environment;
- Advise the whistleblower of the legislative and administrative protections available to him or her;
- Listen and respond to any concerns of harassment, intimidation or victimisation in reprisal for making disclosure;
- Keep a contemporaneous record of all aspects of the case management of the whistleblower including all contact and follow-up action; and
- Ensure the expectations of the whistleblower are realistic.

Additional Information

All employees will be advised that it is an offence for a person to take detrimental action in reprisal for a protected disclosure. The maximum penalty is a fine of \$24,000 or two years imprisonment or both. The taking of detrimental action in breach of this provision can also be grounds for making a disclosure under the Act and can result in an investigation.

Detrimental action includes:

- Causing injury, loss or damage;
- Intimidation or harassment; and
- Discrimination, disadvantage or adverse treatments in relation to a person's employment, career, profession, trade or business (including the taking of disciplinary action).

10.2 KEEPING THE WHISTLEBLOWER INFORMED

The Protected Disclosure Co-ordinator will ensure the whistleblower is kept informed of action taken in relation to his or her disclosure, and the time frames that apply. The whistleblower will be informed of the objectives of an investigation, the findings of an investigation, and the steps taken by Museum Victoria to address any improper conduct that has been found to have occurred. The whistleblower will be given reasons for decisions made by Museum Victoria in relation to a protected disclosure.

10.3 OCCURRENCE OF DETRIMENTAL ACTION

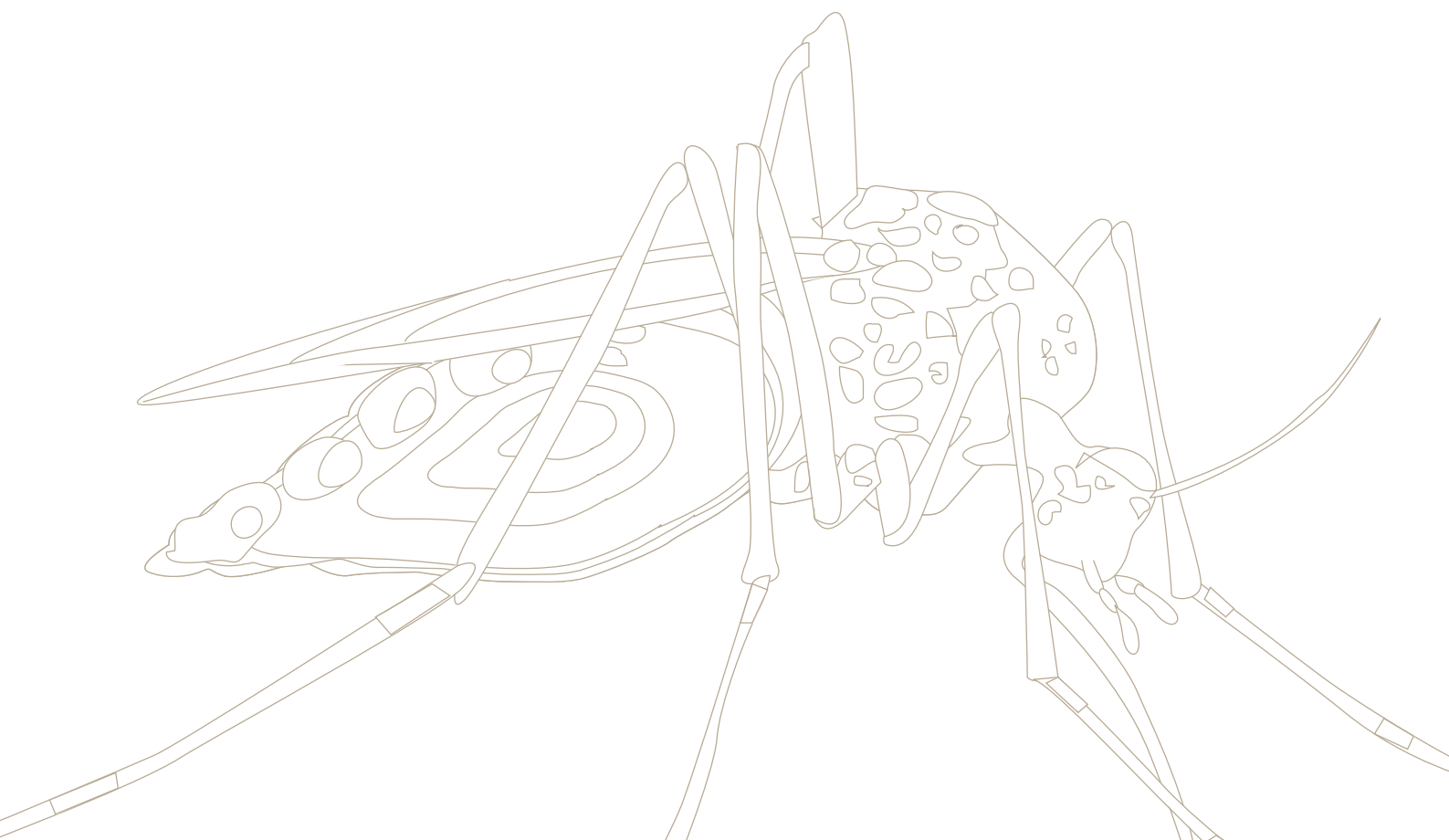
If a whistleblower reports an incident of harassment, discrimination or adverse treatment that would amount to detrimental action taken in reprisal for the making of the disclosure, the welfare manager will:

- Record details of the incident;
- Advise the whistleblower of his or her rights under the Act; and
- Advise the Protected Disclosure Co-ordinator or Chief Executive Officer of the detrimental action.

The taking of detrimental action in reprisal for the making of a disclosure can be an offence against the Act as well as grounds for making a further disclosure. Where such detrimental action is reported, the Protected Disclosure Co-ordinator will assess the report as a new disclosure under the Act. Where the Protected Disclosure Co-ordinator is satisfied that the disclosure is a public interest disclosure, he or she will refer it to the Ombudsman. If the Ombudsman subsequently determines the matter to be a public interest disclosure, the Ombudsman may investigate the matter or refer it to another body for investigation as outlined in the Act.

10.4 WHISTLEBLOWERS IMPLICATED IN IMPROPER CONDUCT

Where a person who makes a disclosure is implicated in misconduct, Museum Victoria will handle the disclosure and protect the whistleblower from reprisals in accordance with the Act, the Ombudsman's guidelines and these procedures. Museum Victoria acknowledges that the act of whistleblowing should not shield whistleblowers from the reasonable consequences flowing from any involvement in improper conduct. Section 17 of the Act specifically provides that a person's liability for his or her own conduct is not affected by the person's disclosure of that conduct under the Act. However, in some circumstances, an admission may be a mitigating factor when considering disciplinary or other action.



The CEO will make the final decision on the advice of the Protected Disclosure Co-ordinator as to whether disciplinary or other action will be taken against a whistleblower. Where disciplinary or other action relates to conduct that is the subject of the whistleblower's disclosure, the disciplinary or other action will only be taken after the disclosed matter has been appropriately dealt with.

In all cases where disciplinary or other action is being contemplated, the CEO must be satisfied that it has been clearly demonstrated that:

- The intention to proceed with disciplinary action is not causally connected to the making of the disclosure (as opposed to the content of the disclosure or other available information);
- There are good and sufficient grounds that would fully justify action against any non-whistleblower in the same circumstances; and
- There are good and sufficient grounds that justify exercising any discretion to institute disciplinary or other action.

The Protected Disclosure Co-ordinator will thoroughly document the process including recording the reasons why the disciplinary or other action is being taken, and the reasons why the action is not in retribution for the making of the disclosure. The Protected Disclosure Co-ordinator will clearly advise the whistleblower of the proposed action to be taken, and of any mitigating factors that have been taken into account.

11. Management of the Person Against whom a Disclosure has been made

Museum Victoria recognises that employees against whom disclosures are made must also be supported during the handling and investigation of disclosures. Museum Victoria will take all reasonable steps to ensure the confidentiality of the person who is the subject of the disclosure during the assessment and investigation process. Where investigations do not substantiate disclosures, the fact that the investigation has been carried out, the results of the investigation, and the identity of the person who is the subject of the disclosure will remain confidential.

The Protected Disclosure Co-ordinator will ensure the person who is the subject of any disclosure investigated by or on behalf of a public body is:

- Informed as to the substance of the allegations;
- Given the opportunity to answer the allegations before a final decision is made;
- Informed as to the substance of any adverse comment that may be included in any report arising from the investigation; and
- Has his or her defence set out fairly in any report.

Where the allegations in a disclosure have been investigated, and the person who is the subject of the disclosure is aware of the allegations or the fact of the investigation, the Protected Disclosure Co-ordinator will formally advise the person who is the subject of the disclosure of the outcome of the investigation.

Museum Victoria will give its full support to a person who is the subject of a disclosure where the allegations contained in a disclosure are clearly wrong or unsubstantiated. If the matter has been publicly disclosed the CEO will consider any request by that person to issue a statement of support setting out that the allegations were clearly wrong or unsubstantiated.

12. Criminal Offences

Museum Victoria will ensure officers appointed to handle protected disclosures and all other employees are aware of the following offences created by the Act:

- It is an offence for a person to take detrimental action against a person in reprisal for a protected disclosure being made. The Act provides a maximum penalty of a fine of \$24,000 or two years imprisonment or both.
- It is an offence for a person to divulge information obtained as a result of the handling or investigation of a protected disclosure without legislative authority. The Act provides a maximum penalty of \$6,000 or six months imprisonment or both.
- It is an offence for a person to obstruct the Ombudsman in performing his responsibilities under the Act. The Act provides a maximum penalty of \$24,000 or two years imprisonment or both.
- It is an offence for a person to knowingly provide false information under the Act with the intention that it be acted on as a disclosed matter. The Act provides a maximum penalty of \$24,000 or two years imprisonment or both.

13. Review

These procedures will be reviewed every three years along with the policy statement to ensure they meet the objectives of the Act and accord with the Ombudsman's guidelines.