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GAZETTE

No. P 10 Monday 2 July 1990

By Authority Jean Gordon Government Printer Melbourne

PERIODICAL

# STATE TENDER BOARD VICTORIA CONTRACTS ACCEPTED

(Series 1990–92)

SCHEDULE NOS. 4/31 AND 4/32

FUNERALS OF (DESTITUTE PERSONS

**AND** 

REMOVAL OF DECEASED PERSONS TO MELBOURNE CITY MORTUARY

MELBOURNE AND METROPOLITAN AREAS

**FROM** 

1 JULY 1990 TO 30 JUNE 1992

J. M. PAWSON Secretary to the Tender Board

### CONTRACTS ACCEPTED—(SERIES 1990-1992)

#### SCHEDULE NO. 4/31

## FUNERALS OF DESTITUTE PERSONS MELBOURNE AND METROPOLITAN AREAS

Contract from 1 July 1990 to 30 June 1992

1990–1992/413—Russell Brothers Funeral Service Pty Ltd, 17 Burt Crescent, Moorabbin, 3189.
Telephone 580, 9609.

relepnone 380 9009.		
Particulars	Amount	Name of Contractor
EASTERN REGION		
Funerals from the following:		
Cities—Box Hill, Camberwell, Croydon, Hawthorn, Nunawadin and South Melbourne	g, Port Me	lbourne, Prahran, Ringwoo
'A' ORDINARY  Adult	. 150.00 . 140.00	Russell Brothers Funeral Service Pty Ltd
Adult	. 150.00	

#### SOUTH EASTERN REGION

Funerals from the following: Cities—Brighton, Caulfield, Knox, Malvern, Oakleigh, Shire—Sherbrooke (including Monbulk)	St.Kilda and Waverle	y
'A' ORDINARY	ę	
Adult	150.00 140.00 160.00 150.00	Russell Brothers Funeral Service Pty Ltd

#### NORTH EASTERN REGION

Funerals from the following:		
Cities—Collingwood, Doncaster, Fitzroy, Heidelberg, Kew, No Shire—Eltham	rthcote, Rich	mond and Templestowe
'A' ORDINARY	\$	
Adult	160.00	
Child above five years and under fourteen	150.00	
Child five years and under (including still-born)	140.00	D UD I Francis
UNDER CLAUSE 3.5		Russell Brothers Funeral Service Ptv Ltd
Adult	160.00	Service I ty Elic
Child above five years and under fourteen	150.00	
Child five years and under (including still-born)	140.00	]

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Particulars	Amount	Name of Contractor
NORTH CENTRAL REGION		
Funerals from the following:		
Cities—Brunswick, Coburg, Melbourne and Preston Shires—Diamond Valley and Whittlesea		
'A' ORDINARY	\$	
Adult	160.00	
UNDER CLAUSE 3.5	}	Russell Brothers Funeral
Adult	150.00	Service Pty Ltd
NORTH WESTERN REGION		
Funerals from the following:		
Cities—Altona, Broadmeadows, Essendon, Footscray, Keilor, Sur Shires—Bulla, Melton and Werribee	shine and	Williamstown
'A' ORDINARY	\$	
Adult	. 150.00	Russell Brothers Funer
Adult	. 150.00	Service Pty Ltd
SOUTHERN REGION		
Funerals from the following:		
Cities—Chelsea, Dandenong, Moorabbin, Mordialloc, Sandringha	m and Spr	ingvale
'A' ORDINARY	\$	
Adult	. 150.00	Russell Brothers Funer
UNDER CLAUSE 3.5 Adult	160.00	Service Pty Ltd
Child above five years and under fourteen Child five years and under (including still-born)	. 150.00	
PENINSULA REGION		
Funerals from the following:		
City—Frankston Shires—Flinders, Hastings and Mornington		
'A' ORDINARY	\$	
A 1 1.		Y
Adult	. 160.00 ` . 150.00	Russell Brothers Funers Service Pty Ltd

#### Victoria Government Gazette

## SCHEDULE NO. 4/31 FUNERALS OF DESTITUTE PERSONS MELBOURNE AND METROPOLITAN AREAS CONDITIONS OF CONTRACT

#### 1. DEFINITIONS:

- 1.1 "Board" means the State Tender Board.
- 1.2 "Contract" means the contract to which these conditions have been attached.
- 1.3 "Contract Price" means the price the Board has accepted for the funeral or the price of the funeral as varied by the Board in accordance with these Conditions of Contract.
- 1.4 "Contractor" means the party specified in the contract as the "Contractor".
- 1.5 "Order" means a requirement in writing from a member of the Victoria Police Force.
- 1.6 "Person" shall include a corporation.
- 1.7 "Police" means a member of the Victoria Police Force.
- 1.8 "Schedule" means the Schedule (of which these conditions shall form part of) to the contract.
- 1.9 "State" means the Crown in right of the State of Victoria.
- 1.10 Masculine gender shall be deemed and taken to include females, and the singular to include the plural, and the plural the singular.

#### 2. ORDERS:

- 2.1 The services are to be performed upon an order signed by a member of the Victoria Police Force (hereinafter called "the Police"). Under the Cemeteries Act 1958 (No. 6217) cemetery fees are not payable in the cases of poor persons buried upon an order signed by a justice and, in such cases, the Contractor's account for the burial shall be correspondingly reduced.
- 2.2 No claim shall be allowed under the Contract for any funeral where the Contractor receives or arranges for any payment whatever from the relatives or friends of the deceased but, in the event of relatives or friends desiring to have the deceased buried in private ground, while availing themselves of the Contract funeral they shall, in such case, pay all cemetery charges.

#### 3. SUPPLY OF SERVICES:

- 3.1 Funerals shall be of the most economical description consistent with propriety. The conveyance to be provided shall be a hearse for an adult and a suitable covered vehicle for a child. In the event of any charge of neglect or impropriety in the conduct of funerals being established to the satisfaction of the State Tender Board (hereinafter called "the Board") against the Contractor, the Board may terminate the Contract.
  - 3.2 The body of the deceased shall be taken direct to the cemetery designated in the order for burial.
- 3.3 The body of the deceased, with the exception of those provided for under sub-clause 1.2, shall be conveyed to the necropolis, Springvale for burial should the death of such person take place in any region or area south of the Yarra River and to the New Melbourne Cemetery, Fawkner, should the death take place in a region or area north of the Yarra River. The Board may, on application by the Contractor and subject to such conditions as it may determine authorise the burial of bodies in a cemetery other than those specified.
- 3.4 Coffins for funerals shall be waterproof and sufficiently long, deep, wide and substantial to bear the deceased. The deceased is to be covered with a suitable material. Coffin lids shall be fastened down with screws. Coffins shall be properly lowered into the graves and the graves filled.
- 3.5 In cases of burials of bodies which are of a distinctly offensive character such as of persons drowned and long in the water or such as are in a state of putrefaction from any other cause or persons who have died from an infectious disease such bodies shall, on certification of the Police, be placed in watertight coffins and hermetically sealed, such coffins to be provided by the Contractor.
  - 3.6 Graves shall be dug to the proper depth and in accordance with respective Cemeteries' Regulations.
- 3.7 In the event of the Contractor failing to attend <u>punctually</u> to any order the work shall be otherwise performed and the extra expense incurred, if any, shall be charged to the Contractor.
- 3.8 When burials are required to take place on Sundays the Contractor shall comply with the order without delay. Any additional charges by the cemetery authorities shall be paid by the Contractor who shall be reimbursed on producing the receipt for the payment.
- 3.9 The attendance of a Minister of the denomination of the deceased as named in the order for the burial shall, if practicable, be provided and the Contractor shall inform the Police of the hour when the funeral service

shall take place so that the relatives or friends of the deceased may attend at the cemetery if they so wish. The Contractor shall pay the Minister's fee for reading the burial service, if claimed, and shall be reimbursed the amount on producing the Minister's receipt. The charge should be included in the account for the funeral.

- 3.10 However, should the religious belief of the deceased preclude the burial being carried out in accordance with Clause 3.8 as regards the attendance of an officiating clergyman, the relatives or friends of the deceased shall, if practicable, be notified by the Police with respect to the service. In the case of foreigners the Consul of the country to which the deceased is reputed to belong shall also be notified by the Police of the demise in which case, when practicable, the Consul may provide for such service as is considered necessary.
- 3.11 Under no circumstances shall the Contractor be permitted to use any undue or improper influence on the relatives or friends of, or any other person connected or associated with, the deceased person for the purpose of obtaining any concession or privilege whatsoever in regard to the funeral of such person. Any infringement of this condition shall subject the Contractor to the immediate cancellation of the Contract and the forfeiture of any security money. The decision of the Board whether any breach of this condition has taken place shall be final and conclusive.
- 3.12 The Contract shall not be considered broken, infringed or vitiated by the Government performing the service or arranging for the carrying out of the same otherwise than by the Contractor in the event of urgency or emergency.
- 3.13 The Contractor and all persons employed by the Contractor shall at all times observe and conform to the highest standards of professional conduct when performing this contract.

#### 4. PRICE:

- 4.1 Subject to the provisions of sub-clauses 3.8, 3.9, 4.2 and Clause 5, the Contractor shall be paid the Contract Price for the burial and the Contract Price shall, unless otherwise provided, include all charges incurred in connection with the burial.
- 4.2 The charge per kilometre shall be payable the distance the body is carried to the cemetery, but when other than the local cemetery is selected, the charge per kilometre shall be allowed for the distance travelled by the most direct route, from the town in which the body is taken, to the cemetery. No charge for distance shall be paid for the return journey from the cemetery.

#### 5. PRICE VARIATIONS:

- 5.1 Where the Contractor has included a provision for a variation in the price, the Board may on application by the Contractor approve a variation in the price.
- 5.2 Where an application for a variation in the price is approved by the Board the variation shall take effect 14 days from the date of application for approval, provided that where documents in support of an application for a price variation are not submitted with the application the effective date of the variation shall be 14 days from the date of the date of the submission of satisfactory supporting documents.
- 5.3 Notwithstanding the foregoing the Board may in its absolute discretion grant or refuse a claim for a price variation in whole or in part.
  - 5.4 The Board may if it sees fit terminate the Contract upon an application for a price variation.

#### 6. BANKRUPTCY ETC. OF CONTRACTOR:

#### Where a Contractor:

- 6.1 assigns or sublets the Contract, or any part thereof, or assigns or mortgages, charges, or encumbers, attempts to assign, mortgage, charge, or encumber all or any of the moneys payable or to become payable under the Contract, or any other benefit whatsoever arising or which may arise under the Contract, without the consent in writing of the Board being first obtained; or
  - 6.2 being an individual becomes bankrupt; or
  - 6.3 being a corporation enters into voluntary or compulsory liquidation; or
- 6.4 makes an assignment of his estate for the benefit of his creditors, or makes an arrangement or composition with his creditors; then and in every such case the Board shall be entitled by notice in writing to terminate the Contract forthwith but without prejudice to any right of action or remedy which shall have accrued or which shall accrue thereafter in favour of the State.

#### 7. TERMINATION:

- 7.1 If either party fails to comply with the provisions of this Contract then the other party may terminate this Contract forthwith by notice in writing to the defaulting party.
- 7.2 Under no circumstances shall the Contractor be permitted to abandon his Contract. In the event of the Contractor failing to carry on the Contract any security money shall, be forfeited and, in addition, the

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Contractor shall be held liable for any loss which the State of Victoria (hereinafter called "the State") may sustain in consequence of such failure.

#### 8. PAYMENT:

- 8.1 Accounts, accompanied by a certificate that the burial service has been duly performed, are to be forwarded to the Police Station ordering the service.
- 8.2 Where specific creditor's terms are not positively stated in writing and accepted by the Board the following terms of payment shall apply:

"Settlement of accounts payable is scheduled to occur no later than 30 days after the end of the month in which a correctly rendered invoice is received provided that the services have been rendered prior to the receipt of the invoice.

Where services are rendered after a correctly rendered invoice is received, payment will be scheduled to occur no later than 30 days after the end of the month in which the services were rendered."

#### 9. DISPUTES:

Any dispute about the Contract, whether as to performance of service, impropriety or any other matter whatsoever in respect of or connected with the Contract shall be determined by the Board and its decision shall be final and binding upon the Contractor.

#### 10. SERVICE OF NOTICES:

Any notice, consent, approval or other communication to be given to or served upon the Contractor under the Contract shall be deemed to have been duly given or served if it is in writing signed for and on behalf of the Board and either delivered by hand or posted in a letter addressed to the Contractor at his usual or last known place of business or (in the case of the Contractor being a Company) at its registered office or usual place of business and any notice acknowledgment or other communication to be given or served by the Contractor under the Contract shall be deemed to have been duly given or served if it is in writing signed by or on behalf of the Contractor and is either delivered by hand or posted in a letter addressed to the Board at its address shown in the Contract.

#### 11. SECURITY:

Where a Contractor fails to observe a term or condition of the Contract the Board may forfeit the whole or any part of any security provided by the Contractor.

#### 12. PROPERTY DAMAGE:

The Contractor shall be held liable for any damage to State property occasioned by the Contractor or any person engaged by the Contractor during the performance of any service required under the Contract.

#### 12. CONDITIONS OF LABOUR:

Every person engaged in the performance of the Contract shall be paid such wages and employed subject to such labour conditions as are or may be determined by the relevant award of the Australian Conciliation and Arbitration Commission or the relevant award of the State Conciliation and Arbitration Board or Industrial Relations Commission of Victoria.

#### 14. DISCLOSURE OF INFORMATION:

- 14.1 The Board retains a discretionary right whether to disclose successful tender details and prices or not.
- 14.2 The fact that the Contractor has been successful in obtaining the Contract shall not be the subject of any advertisement by the Contractor.

#### 15. GOVERNING LAW:

The Contract shall be subject to and construed in accordance with the laws of the State.

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#### CONTRACTS ACCEPTED—(SERIES 1990–1992) SCHEDULE NO. 4/32

## REMOVALS OF DECEASED PERSONS TO MELBOURNE CITY MORTUARY MELBOURNE AND METROPOLITAN AREAS

Contract from 1 July 1990 to 30 June 1992

1990-1992/415—Bayside Funerals Pty Ltd, 604 Esplanade, Mt. Martha, 3934. Telephone (059) 75 2233.

1990-1992/416—Camberwell and District Funerals, 8 Kilby Road, Kew North, 3102. Telephone 859 6513.

1990-1992/417—Le Pine Funeral Services, 741 High Street, Kew East, 3102.
Telephone 859 9431. Facsimile No. 859 7109.

1990–1992/418—Natural Bond Pty Ltd, 658 High Street, Reservoir, 3073.
Telephone 464 0411. Facsimile No. 464 0143.

1990-1992/419—Nelson Bros Pty Ltd, 7 Droop Street, Footscray, 3011. Telephone 687 1301. Facsimile No. 687 8406.

1990-1992/420—Russell Brothers Funeral Service Pty Ltd, 17 Burt Crescent, Moorabbin, 3189.
Telephone No. 580 9609.

Particulars	Amount	Name of Contractor
EASTERN REGION		
Removals to the Melbourne City Mortuary from the following:		
Cities—Box Hill, Camberwell, Croydon, Hawthorn, Nunawad and South Melbourne	ding, Port Me	lbourne, Prahran, Ringwood
Adult	\$ 88.00 77.50	Camberwelll and District Funerals

#### SOUTH EASTERN REGION

 $\label{lem:condition} Removals \ to \ the \ Melbourne \ City \ Mortuary \ from \ the \ following:$ 

Cities-Brighton, Caulfield, Knox, Malvern, Oakleigh, St. Kilda and Waverley

Shire—Sherbrooke (including Monbulk)

#### NORTH EASTERN REGION

Removals to the Melbourne City Mortuary from the following:

Cities—Collingwood, Doncaster, Fitzroy, Heidelberg, Kew, Northcote, Richmond and Templestowe Shire—Eltham

#### NORTH CENTRAL REGION

Removals to the Melbourne City Mortuary from the following:

Cities-Brunswick, Coburg, Melbourne and Preston

Shires—Diamond Valley and Whittlesea

Particulars	Amount	Name of Contractor
NORTH WESTERN REGION		
Removals to the Melbourne City Mortuary from the following:		
Cities—Altona, Broadmeadows, Essendon, Footscray, Keilor, Sur Shires—Bulla, Melton and Werribee	shine and	Williamstown
	\$	
Adult	85.00 ) 60.00 )	Nelson Bros Pty Ltd
Removals to the Melbourne City Mortuary from the following:		
Cities—Chelsea, Dandenong, Moorabbin, Mordialloc, Sandringha	m and Spri	ngvale
	s -	
Adult	82.50 ) 70.00 }	Russell Brothers Funeral Service Pty Ltd
Removals to the Melbourne City Mortuary from the following:		
City—Frankston Shires—Flinders, Hastings and Mornington		
	\$	
Adult	95.00 ) 55.00 }	Bayside Funerals Pty Ltd

#### APPROVED-TOM ROPER, TREASURER 19.06.90

#### SCHEDULE NO. 4/32

#### REMOVAL OF DECEASED PERSONS TO MELBOURNE CITY MORTUARY (MELBOURNE AND METROPOLITAN AREA)

#### CONDITIONS OF CONTRACT

#### 1. DEFINITIONS:

- 1.1 "Board" means the State Tender Board.
- 1.2 "Contract" means the contract to which these conditions have been attached.
- 1.3 "Contract Price" means the price the Board has accepted for the removal of the deceased person or the price of the removal as varied by the Board in accordance with these Conditions of Contract.
- 1.4 "Contractor" means the party specified in the contract as the "Contractor".
- 1.5 "Order" means a requirement in writing from a member of the Victoria Police Force or by a person duly authorised by the State Coroner.
- 1.6 "Mortuary" means the Melbourne City Mortuary.
- 1.7 "Person" shall include a corporation.
- 1.8 "Police" means a member of the Victoria Police Force.
- 1.9 "Schedule" means the Schedule (of which these conditions shall form part of) to the contract.
- 1.10 "State" means the Crown in right of the State of Victoria.
- 1.11 Masculine gender shall be deemed and taken to include females, and the singular to include the plural, and the plural the singular.

#### 2. ORDERS:

The services are to be performed upon an order issued by a member of the Victoria Police Force (hereinafter called "the Police") or by a person duly authorised by the State Coroner.

- 3. SUPPLY OF SERVICE: 3.1 All vehicles and equipment used by the Contractor in performing this contract shall:
  - 3.1.1 Be suitable and ample to provide a prompt and efficient service.
  - 3.1.2 Be clean and tidy and regularly maintained.
  - 3.1.3 Be fit for the purpose of carrying bodies of deceased persons ("bodies") to mortuaries.

- 3.1.4 Be of such design and construction that bodies carried therein shall not be exposed to view.
- 3.2 Upon a request and the issue of an order from the Police the Contractor shall punctually remove a body from the region or area contracted for at any hour and on any day. Should the Contractor fail to attend to the removal of the body punctually after being requested by the Police the removal may be carried out by another person and the Contractor shall be liable to the State for any additional expense incurred by the State over and above that sum which would have been paid to the Contractor carrying out the removal.
- 3.3 When it becomes necessary to remove a body to a Mortuary and the next of kin present or the legal personal representative of the deceased person makes a request in person to the Police to be allowed to employ the family undertaker to conduct such removal the Police may, at their discretion, accede to such request provided such removal is effected at no cost to the State and is carried out under the supervision of the Police.
- 3.4 The Contractor shall provide two persons for the purpose of removing a body to a vehicle and from a vehicle to the Mortuary.
- 3.5 The Contractor shall take all reasonable precautions to prevent offensiveness from decomposition of a body but in no case shall any disinfectant be used without the prior written authority of the medical officer performing the postmortem examination.
- 3.6 The Contractor or any person employed by the Contractor shall not use or attempt to use any influence with the relatives of friends of or any other person connected or associated with the deceased person for the purpose of being engaged to conduct the funeral of the deceased.
- 3.7 In the event of an emergency the Contract shall not be considered breached, infringed or vitiated by the State if a body is removed to a mortuary by the State or a person other than the Contractor.
- 3.8 The Contractor and all persons employed by the Contractor shall at all times observe and conform to the highest standards of professional conduct when performing this contract.

#### 4. PRICE:

Subject to the provisions of Clause 5, the Contractor shall be paid the Contract Price for the removal of a body and the Contract Price shall, unless otherwise provided, include all charges incurred in connection with the removal.

#### 5. PRICE VARIATIONS:

- 5.1 Where the Contractor has included a provision for a variation in the price, the State may on application by the Contractor approve a variation in the price.
- 5.2 Where an application for a variation in the price is approved by the State the variation shall take effect 14 days from the date of application for approval, provided that where documents in support of an application for a price variation are not submitted with the application the effective date of the variation shall be 14 days from the date of the date of the submission of satisfactory supporting documents.
- 5.3 Notwithstanding the foregoing the State may in its absolute discretion grant or refuse a claim for a price variation in whole or in part.
  - 5.4 The State may if it sees fit terminate the Contract upon an application for a price variation.

#### 6. PAYMENT:

The Contractor shall forward invoices to the State Coroner's Office for verification and transmission for payment.

Where specific creditor's terms are not positively stated in writing and accepted by the Board the following terms of payment shall apply:

"Settlement of accounts payable is scheduled to occur no later than 30 days after the end of the month in which a correctly rendered invoice is received provided that the services have been rendered prior to the receipt of the invoice."

#### 7. TERMINATION:

- 7.1 If either party fails to comply with the provisions of this Contract then the other party may terminate this Contract forthwith by notice in writing to the defaulting party.
- 7.2 Under no circumstances shall the Contractor be permitted to abandon the Contract. In the event of the Contractor failing to carry out the Contract the Contractor shall be held liable for any loss which the State may sustain in consequence of such failure.
- 8. SECURITY: Where a Contractor fails to observe a term or condition of the Contract the Board may forfeit the whole or any part of any security provided by the Contractor.

#### 9. BANKRUPTCY ETC. OF CONTRACTOR:

#### Where a Contractor:

- 9.1 assigns or sublets the Contract, or any part thereof, or assigns or mortgages, charges, or encumber, attempts to assign, mortgage, charge or encumber all or any of the moneys payable or to become payable under the Contract, or any other benefit whatsoever arising or which may arise under the Contract, without the consent in writing of the State being first obtained; or
  - 9.2 being an individual becomes bankrupt; or
  - 9.3 being a corporation enters into voluntary or compulsory liquidation; or
- 9.4 makes an assignment of his estate for the benefit of his creditors, or makes an arrangement or composition with his creditors—

then and in every such case the State shall be entitled by notice in writing to terminate the Contract forthwith but without prejudice to any right of action or remedy which shall have accrued or which shall accrue thereafter in favour of the State.

#### 10. CONDITIONS OF LABOUR:

Every person engaged in the performance of the Contract shall be paid such wages and employed subject to such labour conditions as are or may be determined by the relevant award of the Australian Conciliation and Arbitration Commission or the relevant award of the State Conciliation and Arbitration Board or Industrial Relations Commission of Victoria.

#### 11. PROPERTY DAMAGE:

The Contractor shall be held liable for any damage to State property occasioned by the Contractor or any person engaged by the Contractor during the performance of any service required under the Contract.

#### 12. DISPUTES:

Any dispute about the Contract, whether as to performance of service, impropriety or any other matter whatsoever in respect of or connected with the Contract shall be determined by the Board and its decision shall be final and binding upon the Contractor.

#### 13. SERVICE OF NOTICES:

Any notice, consent, approval or other communication to be given to or served upon the Contractor under the Contract shall be deemed to have been duly given or served if it is in writing signed for and on behalf of the Board and either delivered by hand or posted in a letter addressed to the Contractor at his usual or last known place of business or (in the case of the Contractor being a Company) at its registered office or usual place of business and any notice acknowledgment or other communication to be given or served by the Contractor under the Contract shall be deemed to have been duly given or served if it is in writing signed by or on behalf of the Contractor and is either delivered by hand or posted in a letter addressed to the Board at its address shown in the Contract.

#### 14. DISCLOSURE OF INFORMATION:

- 14.1 The Board retains a discretionary right whether to disclose successful tender details and prices or not.
- 14.2 The fact that the Contractor has been successful in obtaining the Contract shall not be the subject of any advertisement by the Contractor.

#### 15. GOVERNING LAW:

The Contract shall be subject to and construed in accordance with the laws of the State of Victoria.

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#### Gazette Services

The Victoria Government Gazette (VGG) is published by VGPO for the State of Victoria and is produced in three editions.

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