Steps and Responsibilites in issuing a section 107 direction

Step	Responsibility
1. Development Development of the proposed direction and compilation of the information identified in the checklist (see section 1.1 of this Guidance).	Initiating department, in consultation with the Treasury (TSY) and Public Service Commission (PSC) and relevant agencies; **or** TSY and PSC, in consultation with relevant agencies.
2. Initial Cabinet approval Approval, to a whole-of-government approach and proposed section 107 direction. Confirm who will lead and manage consultation.	Initiating department with Minister for Finance and the Minister for the Public Service, if appropriate, **or** Minister of Finance and the Minister for the Public Service.
3. Formal consultation Consultation with affected parties, including Crown entities to which the direction is proposed to apply. Formal Ministerial consultation, if required.	Initiating department; or TSY and PSC. Initiating Minister.
4. Final Cabinet approval Approval of the proposed direction text and scope; and **Final Cabinet endorsement** of the use of the statutory power to issue a direction.	Initiating Minister with the Minister of Finance and the Minister for the Public Service, if appropriate; **or** Minister of Finance and the Minister for the Public Service.
5. Decision to issue a direction Notify the affected entities, and present the direction and any relevant material to the House.	Minister of Finance and the Minister for the Public Service.
6. Select Committee Consideration Consideration by Governance and Administration Committee or another appropriate examining committee.	Initiating department may be asked to assist the examining committee.
7. Publishing the direction If the direction is confirmed by the House, it must be published in the *Gazette* and on the Internet, as soon as is practicable.	Minister of Finance and the Minister for the Public Service.
8. Process if the direction is disapplied Notify the relevant entities that the direction has been disapplied and will not come into force.	Minister of Finance and the Minister for the Public Service.
9. Monitoring compliance With the direction and whether the intended benefits are achieved.	Initiating department.
10. Reviewing the direction By the specified time or 5 years after the direction was given.	Minister of Finance and the Minister for the Public Service, with the Initiating Minister.