Occupational Health and Safety

Occupational Health and Safety (Commonwealth Employment) Act 1991 (Cwth)

This report is provided in accordance with section 74 of the Australian Occupational Health and Safety (Commonwealth Employment) Act 1991 (Cwth) (OHS Act).

Together with other licensed authorities under the Safety, Rehabilitation and Compensation Act 1988 (SRC Act), we have initiated proposals for the rationalisation and simplification of excessive and ineffective regulation of our activities under the OHS Act and the SRC Act. It is our policy to promote a healthy workplace and to create and maintain a safe working environment. We have developed and implemented our own Telstra care health and safety management system to assist us in ensuring a safe working environment is available for our employees and contractors. A rigorous audit and inspection programme supports our Telstra care system.

This programme focuses on leadership in safety together with measurable accountabilities through all levels of management strategically designed to reinforce the value we place on our people and their safety. The Telstra Health and Safety Management System since its inception in 1997 has continued to contribute to Telstra becoming a safer place to work.

Our lost time injuries reduced by a further 40% down to 800 and our lost time injury frequency rate reduced from 12.9 to 9.

The following statistics of accidents and dangerous occurrences and of notices were recorded for the 2000 fiscal year in accordance with section 74 of the OHS Act.

**Incidents**

<table>
<thead>
<tr>
<th>Fatality</th>
<th>Serious personal injury</th>
<th>Prescribed incapacity</th>
<th>Dangerous occurrence</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>68</td>
<td>14</td>
<td>132</td>
</tr>
</tbody>
</table>

**Notices and directions**

<table>
<thead>
<tr>
<th>Type</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provisional improvement notices (section 29)</td>
<td>8</td>
</tr>
<tr>
<td>Directions not to disturb workplace (section 45)</td>
<td>0</td>
</tr>
<tr>
<td>Prohibition notices issued by investigators (section 46)</td>
<td>0</td>
</tr>
<tr>
<td>Improvement notices issued (section 47)</td>
<td>0</td>
</tr>
</tbody>
</table>
Occupational Health and Safety

Safety, Rehabilitation and Compensation Act 1998 (Cwth)
This report is provided in accordance with section 107U of the Australian Safety, Rehabilitation and Compensation Act 1988 (Cwth) (SRC Act). As a self insurer, Telstra is licensed under the SRC Act to contract out the administration of its workers' compensation claims to the private sector.

The Telstra return to work and claims management systems place emphasis on early intervention, speedy claims processing and ongoing monitoring of each incident that has resulted in injury. Central to the effective operation of these systems are managers and staff members who work together to create and maintain a safe workplace. The efficiency of these systems has resulted in some cost savings.
Telstra Corporation Limited and controlled entities

**Freedom of Information Act 1982 (Cwth)**

**Freedom of Information Act 1982**
This statement is made in accordance with Section 8 of the Australian Freedom of Information Act. The Freedom of Information Act 1982 gives a right of access, subject to exemptions and exceptions, to information held in documentary form by the Telstra Entity.

**Functions**
The particulars and functions of the Telstra Entity are set out in detail in this report. From time to time the Telstra Entity may make decisions regarding the supply of telecommunications services and matters incidental, ancillary or complementary to the supply of telecommunications services that may affect members of the public.

**Organisation**
An outline of Telstra's organisation is given under Item 1 – Description of Business.

**Consultative arrangements**
Consultative arrangements exist between Telstra, a number of user groups for specific products, as well as a wide range of groups including:

- Telstra's Consumer Consultative Council (residential customers);
- Telstra's Small Enterprise Consultative Council (small business customers);
- National Farmers Federation (rural and regional customers);
- Australian Communications Industry Forum (carriers, service providers and community groups);
- Telecommunications Access Forum (carriers and service providers); and
- Australian Telecommunications Users Group (business and general).

**Categories of documents**
Documents are maintained under the following general categories:

- documents available to the public free of charge, including the whole or part of, or a summary of, the material terms and conditions of Telstra's Standard Form of Agreement with customers insofar as it relates to a customer's commercial relationship with Telstra, A Guide to Telstra's Services, product and service brochures and Telstra's Annual Report.
- tariffs and charges;
- customer services and products;
- network planning;
- installation and performance;
- legislative and regulatory contracts;
- tenders;
- agreements;
- financial management; and
- administrative.

Access to certain classes of documents is available to the public via Telstra's Internet site:


Telstra is exempt from the provisions of the Commonwealth Freedom of Information Act in relation to documents received or brought into existence in the course of, or for the purpose of, the carrying on of its commercial activities.


Freedom of Information Act 1982 (Cwth)

Freedom of information requests

Initial enquiries concerning requests for access to documents or amendment of personal records under the Freedom of Information Act 1982, may be directed to:

- Telstra's Freedom of Information Unit
  - Locked Bag 5691
  - Melbourne 8100

or:

- Telstra Corporation Limited
  - 242 Exhibition Street
  - Melbourne Vic 3000

Telephone enquiries should be directed to the Freedom of Information Co-ordinator on (03) 9632 3376.
Glossary

ACA: Australian Communications Authority

ACCC: Australian Competition and Consumer Commission

Access line: a fixed or wireless local access connection between a customer's premises and a carrier’s local switch

ACIF: Australian Communications Industry Forum

ADSL (Asymmetric Digital Subscriber Line): a compression technology that allows combinations of services including voice, data and one-way, full motion video to be delivered over existing copper feeder, distribution and subscriber lines.

ATM (Asynchronous Transfer Mode): a high bandwidth, low delay technology for transmitting voice, data and video signals

Bandwidth: the capacity of a communication link

Broadband network: a network to support pay television and on-line services

CDMA (Code Division Multiple Access): a mobile telephone system based on digital transmission

CSP (carriage service provider): a person that supplies a telecommunications service to the public using Carrier network infrastructure

Carrier: a licensed owner of certain specified transmission infrastructure that is used to supply telecommunications carriage services to the public; any person holding a carrier licence

Churn (where expressed at a rate): the rate at which subscribers to a service disconnect from the service. Churn is usually expressed as total disconnects for a period divided by the average number of customers for that period

Churn (where expressed as an activity): the transfer of a customer’s telecommunications' service from one supplier to another. In the case of a transfer involving a resale arrangement, no disconnection occurs and a churn relates to a change in the legal entity responsible for a telecommunications service or account

Communications Minister: the Commonwealth Minister for Communications, Information Technology and the Arts

Commonwealth: Commonwealth of Australia

CSG: Customer service guarantee

DMO (Data Mode of Operation): refers to our programme to consolidate multiple data and internet based networks into a single network so that we may meet the forecast customer driven growth in data and internet products at reduced cost

Declared Services: a particular telecommunications service, or other service that facilitates the supply of services, that is subject to the regulated access regime. The ACCC has the responsibility for determining declared services, based on public inquiries or the recommendation of the ACAF

e-commerce: e-commerce includes buying and selling electronically over a network

ETSI: European Telecommunications Standards Institute. A body that sets European standards for telecommunications services

Frame relay: a packet switching technology for voice, data and video signals which uses packets of varying length, or frames. Frame relay can be used with any data protocol
Telstra Corporation Limited and controlled entities

Glossary

Government: the Government of the Commonwealth of Australia

GSM (Global System for Mobile Communications): a mobile telephone system based on digital transmission

GRPS (General Packet Radio Service): a service that will allow new mobile phones and data devices to access internet and other data networks on a packet basis. The devices can remain connected to the net and send or receive data information, email at any time.

ISP (Internet Service Providers): an Internet service provider provides the link between an end user and the internet, usually by means of a dial-up service. An ISP is also likely to provide help desk, web hosting and e-mail services to the end user. An ISP may connect to the Internet via their own backbone or via services acquired from an Internet access provider

Intranet: a private network which uses internet software and standards

ISDN (Integrated Services Digital Network): a digital service providing switched and dedicated integrated access to voice, data and video

LAN: local area network - a short distance data communications network used to link computers and other equipment

Local Exchange: provides the point of connection for access lines to the telecommunications network and switches originating and terminating traffic to these access lines (customers)

Number portability: the ability of end users to keep their telephone number when they change their telephone service provider

NGT (New Generation Telephony): part of our DMO technology that will allow bundled voice and data services to be delivered over any broadband access such as ADSL or cable

PABX (Private Automatic Branch Exchange) and PBX (Private Branch Exchange): telephone equipment on a customer’s premises seen as terminal equipment on the public network

Preselection: the ability of a customer to choose a service provider. Preselection is on a “permanent” basis when the customer selects a provider for all calls placed without an override code

PSTN (Public Switched Telephone Network): our national fixed network delivering basic and enhanced telephone service

Reseller: non-carrier providers of telecommunications services

SMS: short messaging service

Telstra: Telstra Corporation Limited and its controlled entities as a whole

Telstra Entity: Telstra Corporation Limited

Telstra®: a registered trade mark of the Telstra Entity

Telstra Act: the Telstra Corporation Act 1991 (Cth)

TIO: Telecommunications Industry Ombudsman

TSLRIC: total service long run incremental cost

ULL (Unconditioned Local Loop): One or more twisted copper pairs between the exchange and the network boundary at a customer’s premises

US GAAP: generally accepted accounting principles in the United States
**Glossary**

**USO (Universal Service Obligation):** obligation imposed on carriers to ensure that standard telecommunications services are reasonably available to all persons in the universal service area

**WAN:** wide area network

**Wireless Local Loops:** low power, multi-directional radio systems to supply access to customers

**xDSL:** term used to describe various forms of digital subscriber line technologies that can provide very high-speed service using existing copper lines
(This page has been left blank intentionally)
Telstra Corporation Limited and controlled entities

Five Year Financial Summary

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales revenue</td>
<td>18,609</td>
<td>17,571</td>
<td>16,703</td>
<td>15,430</td>
<td>14,716</td>
</tr>
<tr>
<td>Operating revenue</td>
<td>19,840</td>
<td>18,218</td>
<td>17,302</td>
<td>15,983</td>
<td>15,239</td>
</tr>
<tr>
<td>EBITDA(1)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- before abnormals</td>
<td>9,135</td>
<td>8,351</td>
<td>7,375</td>
<td>6,597</td>
<td>6,021</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>8,563</td>
<td>8,351</td>
<td>7,375</td>
<td>4,793</td>
<td>6,226</td>
</tr>
<tr>
<td>EBIT(2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- before abnormals</td>
<td>6,489</td>
<td>5,849</td>
<td>5,053</td>
<td>4,793</td>
<td>3,675</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>5,917</td>
<td>5,849</td>
<td>5,053</td>
<td>2,406</td>
<td>3,875</td>
</tr>
<tr>
<td>Profit before tax</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- before abnormals</td>
<td>5,921</td>
<td>5,320</td>
<td>4,468</td>
<td>3,805</td>
<td>3,242</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>5,349</td>
<td>5,320</td>
<td>4,468</td>
<td>2,073</td>
<td>3,447</td>
</tr>
<tr>
<td>Profit after tax &amp; minorities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- before abnormals</td>
<td>4,043</td>
<td>3,486</td>
<td>3,004</td>
<td>2,568</td>
<td>2,174</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>3,677</td>
<td>3,486</td>
<td>3,004</td>
<td>1,617</td>
<td>2,305</td>
</tr>
<tr>
<td>Dividend</td>
<td>2,316</td>
<td>4,247</td>
<td>1,802</td>
<td>4,146</td>
<td>1,368</td>
</tr>
<tr>
<td>Total Assets</td>
<td>30,339</td>
<td>27,682</td>
<td>26,470</td>
<td>25,858</td>
<td>24,362</td>
</tr>
<tr>
<td>Gross Debt</td>
<td>9,821</td>
<td>7,211</td>
<td>7,772</td>
<td>7,981</td>
<td>5,143</td>
</tr>
<tr>
<td>Net Debt</td>
<td>8,531</td>
<td>5,769</td>
<td>6,458</td>
<td>7,036</td>
<td>3,739</td>
</tr>
<tr>
<td>Shareholders’ equity</td>
<td>11,602</td>
<td>10,294</td>
<td>11,079</td>
<td>9,938</td>
<td>12,668</td>
</tr>
<tr>
<td>Operating cashflow</td>
<td>6,547</td>
<td>6,574</td>
<td>5,635</td>
<td>5,254</td>
<td>4,478</td>
</tr>
<tr>
<td>Cash used in investing</td>
<td>(4,896)</td>
<td>(4,064)</td>
<td>(3,609)</td>
<td>(4,171)</td>
<td>(3,870)</td>
</tr>
<tr>
<td>Cash used in financing</td>
<td>(1,881)</td>
<td>(2,484)</td>
<td>(1,808)</td>
<td>(1,572)</td>
<td>(1,659)</td>
</tr>
<tr>
<td>Net movement</td>
<td>(230)</td>
<td>26</td>
<td>218</td>
<td>489</td>
<td>1,051</td>
</tr>
<tr>
<td>Capital expenditure &amp; investments</td>
<td>5,428</td>
<td>4,478</td>
<td>3,973</td>
<td>4,504</td>
<td>4,071</td>
</tr>
</tbody>
</table>

Financial Ratios

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Return on average assets</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td>- before abnormals</td>
<td>23.2</td>
<td>22.7</td>
<td>20.1</td>
<td>17.7</td>
<td>16.6</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>21.2</td>
<td>22.7</td>
<td>20.1</td>
<td>10.1</td>
<td>17.5</td>
</tr>
<tr>
<td>Return on average equity(3)</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td>- before abnormals</td>
<td>37.0</td>
<td>29.9</td>
<td>28.7</td>
<td>20.1</td>
<td>17.9</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>33.7</td>
<td>29.9</td>
<td>28.7</td>
<td>12.7</td>
<td>18.9</td>
</tr>
<tr>
<td>Interest cover (times)</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td>- before abnormals</td>
<td>9.4</td>
<td>9.4</td>
<td>7.6</td>
<td>9.7</td>
<td>8.6</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>8.5</td>
<td>9.4</td>
<td>7.6</td>
<td>5.5</td>
<td>9.0</td>
</tr>
<tr>
<td>Gross debt to capitalisation(3)(4)</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td>- before abnormals</td>
<td>45.8</td>
<td>36.9</td>
<td>41.1</td>
<td>44.5</td>
<td>28.9</td>
</tr>
<tr>
<td>- after abnormals</td>
<td>42.4</td>
<td>31.8</td>
<td>36.8</td>
<td>41.5</td>
<td>22.8</td>
</tr>
</tbody>
</table>

(1) Operating profit before interest received/receivable, interest expense (borrowing costs), depreciation and amortisation and income tax expense. EBITDA before abnormals is used as a measure of financial performance by excluding certain variables that affect operating profits but which may not directly relate to all financial aspects of the operations of the company. EBITDA before abnormals is not a measure of operating income, operating performance or liquidity under Australian GAAP or US GAAP. Other companies may calculate EBITDA in a different manner to us.

(2) EBITDA before abnormals less depreciation and amortisation.

(3) Excludes the effect of the special dividend of A$2,059 million provided for in the financial statements as at 30 June 1999.

(4) Based on gross debt (total current and non current borrowings) as a percentage of gross debt plus shareholders’ equity.

(5) Based on net debt (gross debt less interest bearing assets and loans to employees) as a percentage of net debt plus shareholders’ equity.
Financial Calendar 2001

Half-year result announced: Wednesday 7 March
Ex-dividend share trading starts: Monday 19 March
Record date for interim dividend: Friday 23 March
Interim dividend paid: Friday 27 April
Annual result announced: Wednesday 29 August
Ex-dividend share trading starts: Monday 17 September
Record date for final dividend: Friday 21 September
Final dividend paid: Friday 26 October
Annual General Meeting: Friday 16 November

Note: Timing of events can be subject to change.
Everyone, everywhere, needs to communicate, everyday.