



## To everyone interested in the work of parliamentary committees

Much of the detailed scrutiny and accountability work of the Australian Parliament is conducted through parliamentary committees.

Parliamentary committees scrutinise policy issues, review some legislation before it is enacted, and through this process examine the operation of public agencies.

They also provide an opportunity for the community to be directly involved in the work of the Parliament.

If you want to become involved in the work of committees, this document can help you by explaining the type and standards of service you can expect from committee staff in the Department of the House of Representatives.

These standards represent a commitment from us to provide quality information and advice about the committees we support.

We report annually on our performance and would welcome any comments you may have on the services we provide.

Office of the Clerk Assistant (Committees)  
Department of the House of Representatives  
Tel: 02 6277 4397  
Email: [ClerkAssistant.Committees.Reps@aph.gov.au](mailto:ClerkAssistant.Committees.Reps@aph.gov.au)

### Our commitment

If you want to know more about the work of parliamentary committees, contact us and we will provide you with information and advice that matches your needs.

If you want to contribute to a particular committee inquiry or activity, we will help you by providing information and advice about:

- the issues being considered by the committee
- the committee's program of activities
- how to prepare a submission
- appearing before the committee as a witness.

We are guided in our work by the Parliamentary Service Values and the Parliamentary Service Code of Conduct. In particular, we will:

- demonstrate high ethical standards
- be professional, impartial and non-partisan
- be open, honest and helpful
- be responsive to your requests
- treat you with respect and fairness
- treat any complaints seriously and respond to them.

### Our service standards

If you telephone us, we will:

- identify ourselves appropriately when answering the telephone
- respond to your calls quickly.

If the information you request is not immediately available, we will tell you when you can expect it.

If you write to us, we will:

- reply to your written correspondence within 20 working days, sending an interim reply where this is not possible
- in our reply, give you the name and contact details of someone who can provide further help if needed.

We will ensure that up to date information about committees supported by the Department of the House of Representatives is maintained on the Parliament's website. The site will contain:

- terms of reference for committee inquiries
- general advice on how to contribute to committee inquiries

- information about committee hearings and activities, including media releases
- a list of public submissions made to committee inquiries and, where possible copies of these submissions
- links to transcripts of committee hearings
- links to current and previous committee reports
- where possible, copies of government reports.

## Feedback

We welcome feedback on our performance so we can improve our standards of service. If you have any comments or suggestions for improvement, please let us know.

If you have any concerns about the information or advice we have given you, please raise this with the secretary of the committee concerned. We will try to resolve the problem immediately.

If this is not successful, please contact the Clerk Assistant (Committees), who will respond to your concerns.

## Contact details for current committees

The House and Joint committees supported by staff in the Department of the House of Representatives, along with contact details, are listed below. This list excludes domestic/internal committees, whose functions are concerned with the powers of the House of the administration of Parliament.

The mailing address for all parliamentary committees is:

PO Box 6021  
Parliament House  
CANBERRA ACT 2600

## House of Representatives Committees

### Agriculture

Tel: 02 6277 4500

Email: [agriculture.reps@aph.gov.au](mailto:agriculture.reps@aph.gov.au)

Internet: [www.aph.gov.au/agriculture](http://www.aph.gov.au/agriculture)

### Climate Change, Energy, Environment and Water

Tel: 02 6277 4580

Email: [cceew@aph.gov.au](mailto:cceew@aph.gov.au)

Internet: [www.aph.gov.au/climatechange](http://www.aph.gov.au/climatechange)

### Communications and the Arts

Tel: 02 6277 4386

Email: [communications.reps@aph.gov.au](mailto:communications.reps@aph.gov.au)

Internet: [www.aph.gov.au/communications](http://www.aph.gov.au/communications)

### Economics

Tel: 02 6277 4587

Email: [economics.reps@aph.gov.au](mailto:economics.reps@aph.gov.au)

Internet: [www.aph.gov.au/economics](http://www.aph.gov.au/economics)

### Employment, Education and Training

Tel: 02 6277 4573

Email: [ee.reps@aph.gov.au](mailto:ee.reps@aph.gov.au)

Internet: [www.aph.gov.au/ee](http://www.aph.gov.au/ee)

### Health, Aged Care and Sport

Tel: 02 6277 4145

Email: [health.reps@aph.gov.au](mailto:health.reps@aph.gov.au)

Internet: [www.aph.gov.au/health](http://www.aph.gov.au/health)

### Industry, Science and Resources

Tel: 02 6277 4114

Email: [isr.reps@aph.gov.au](mailto:isr.reps@aph.gov.au)

Internet: [www.aph.gov.au/isr](http://www.aph.gov.au/isr)

### Regional Development, Infrastructure and Transport

Tel: 02 6277 2232

Email: [rdit.reps@aph.gov.au](mailto:rdit.reps@aph.gov.au)

Internet: [www.aph.gov.au/itc](http://www.aph.gov.au/itc)

### Social Policy and Legal Affairs

Tel: 02 6277 2358

Email: [spla.reps@aph.gov.au](mailto:spla.reps@aph.gov.au)

Internet: [www.aph.gov.au/spla](http://www.aph.gov.au/spla)

### Workforce Australia Employment Services

Tel: 02 6277 2220

Email: [waes.reps@aph.gov.au](mailto:waes.reps@aph.gov.au)

Internet: [www.aph.gov.au/waes](http://www.aph.gov.au/waes)

## Joint committees

### Aboriginal and Torres Strait Islander Affairs

Tel: 02 6277 4559  
Email: [jscatsia@aph.gov.au](mailto:jscatsia@aph.gov.au)  
Internet: [www.aph.gov.au/atsia](http://www.aph.gov.au/atsia)

### Electoral Matters

Tel: 02 6277 2374  
Email: [em@aph.gov.au](mailto:em@aph.gov.au)  
Internet: [www.aph.gov.au/em](http://www.aph.gov.au/em)

### Foreign Affairs, Defence and Trade

Tel: 02 6277 2313  
Email: [jscfadt@aph.gov.au](mailto:jscfadt@aph.gov.au)  
Internet: [www.aph.gov.au/jfadt](http://www.aph.gov.au/jfadt)

### Implementation of the National Redress Scheme

Tel: 02 6277 2313  
Email: [redress@aph.gov.au](mailto:redress@aph.gov.au)  
Internet: [www.aph.gov.au/redress](http://www.aph.gov.au/redress)

### Intelligence and Security

Tel: 02 6277 2360  
Email: [pjcis@aph.gov.au](mailto:pjcis@aph.gov.au)  
Internet: [www.aph.gov.au/pjcis](http://www.aph.gov.au/pjcis)

### Migration

Tel: 02 6277 4560  
Email: [migration@aph.gov.au](mailto:migration@aph.gov.au)  
Internet: [www.aph.gov.au/mig](http://www.aph.gov.au/mig)

### National Capital and External Territories

Tel: 02 6277 4355  
Email: [jscncet@aph.gov.au](mailto:jscncet@aph.gov.au)  
Internet: [www.aph.gov.au/ncet](http://www.aph.gov.au/ncet)

### Public Accounts and Audit

Tel: 02 6277 4615  
Email: [jcpaa@aph.gov.au](mailto:jcpaa@aph.gov.au)  
Internet: [www.aph.gov.au/jcpaa](http://www.aph.gov.au/jcpaa)

### Public Works

Tel: 02 6277 4636  
Email: [pwc@aph.gov.au](mailto:pwc@aph.gov.au)  
Internet: [www.aph.gov.au/pwc](http://www.aph.gov.au/pwc)

## Trade and Investment Growth

Tel: 02 6277 2233  
Email: [jsctig@aph.gov.au](mailto:jsctig@aph.gov.au)  
Internet: [www.aph.gov.au/jsctig](http://www.aph.gov.au/jsctig)

## Treaties

Tel: 02 6277 4002  
Email: [jsct@aph.gov.au](mailto:jsct@aph.gov.au)  
Internet: [www.aph.gov.au/jsct](http://www.aph.gov.au/jsct)

## Further information

If you want to contact a parliamentary committee that is not listed above, please contact the Office of the Clerk Assistant (Committees) for help. The committee you are interested in may have been recently appointed or may be supported by the Department of the Senate.

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See also House of Representatives 'Procedures for dealing with witnesses' and related pamphlets on parliamentary committees:

- Making a Submission
- Appearing at a Public Hearing.

You can keep up with the work of parliamentary committees on Facebook, Twitter, YouTube and the media alert service, and by using the Track Committee facility, available on the [House of Representatives committee webpage](#).