



PARLIAMENT of AUSTRALIA
HOUSE of REPRESENTATIVES

OFFICE OF THE CLERK OF THE HOUSE

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14 October 2016

The Hon Tony Smith MP
Speaker of the House of Representatives
Parliament House
Canberra ACT 2600

Dear Mr Speaker

I have pleasure in submitting to you, for presentation to the House, the annual report of the Department of the House of Representatives for the year ended 30 June 2016, pursuant to section 65 of the *Parliamentary Service Act 1999*.

I am satisfied that the department has prepared fraud risk assessments and fraud control plans, and has in place appropriate fraud prevention, detection, investigation and reporting mechanisms that meet the specific needs of the department, and that I have taken all reasonable measures to appropriately deal with fraud relating to the department.

Yours sincerely

A handwritten signature in black ink that reads 'David Elder'.

David Elder
Clerk of the House

About this report

The Department of the House of Representatives provides services that allow the House to fulfil its role as a representative and legislative body of the Australian Parliament.

This annual report details our activities during the 2015–16 financial year.

The [overviews](#) section includes a report by the Clerk of the House of Representatives, David Elder, who is also the chief executive of our department. The departmental overview describes our purpose, role, organisational structure, and outcome and program structure.

The [performance](#) section describes the main activities of our program components, and measures our performance against our targets during the year.

The [management and accountability](#) section spells out our approach to corporate governance, the management of our people and assets, and our obligations under various laws. This section also provides an outlook on the next financial year.

The [financial statements \(PDF 725KB\)](#) show how we spent the money allocated to us by the parliament.

The [appendixes](#) give detailed information about our work for the House, its committees and visitors, and about our publications and staffing.

Finally, to aid in navigating and interpreting the report, there is a list of [abbreviations and acronyms](#). An index is available in the full PDF version of the report.

Online guide

This online guide and About this report will help you find your way around the House of Representatives Annual Report 2015–16.

Online navigating

The contents page has links to the HTML and PDF versions of the report. On the HTML version, navigation to the next or previous sections is on the foot of each page.

Download and printing

The report is available for download as a Portable Document Format (PDF) file that can be viewed offline. PDF is the best format for printing. The report is available from the contents page as a single PDF document or as individual parts.

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This report is available in PDF, and an accessible HTML version.

If you have any difficulty accessing the report, please contact the [Annual Report Contact Officer](#) or the [House of Representatives Web Administrator](#).

Inquiries and feedback about this report

The department welcomes your comments on this report. To make a comment, or to request more information, please contact:

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*Front cover image: House of Representatives Chamber.
Photo: David Foote AUSPIC/DPS.*