

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE SUPPLEMENTARY BUDGET ESTIMATES 2019–20
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
1	Department of the Senate	Senator Ayres	Senators' Interests online forms	<p>Senator AYRES: Because of my deep abiding interest in online forms, I want to ask a couple of questions about the new online facility for registering senators' interests.</p> <p>...</p> <p>Senator AYRES: Did the President approve the project?</p> <p>Ms Callinan : This was a project that was under the auspices of the Senators' Interests Committee, so it was the committee that approved the project.</p> <p>Senator AYRES: That was at around the six-month mark?</p> <p>Ms Callinan : I would have to go back to the records to see at which meeting the committee did actually approve the project, but the committee has been involved and briefed, and we demonstrated the forms to the committee at a meeting before the final approval was given, for example.</p> <p>Senator AYRES: Thank you.</p>	Hansard, p.7	21/10/19
2	Department of the Senate	Senator Ayres	IT Projects	<p>Senator AYRES: Are you or the Clerk able to provide an update on progress of implementation of any broader IT upgrades for the Senate? Are there any projects on foot at the moment?</p> <p>Ms Callinan: We have a number of IT projects on foot for the Department of the Senate, as we always do. We've got what I guess you'd call a rolling program of IT related projects that are broadly designed to enhance the information about Senate proceedings and the publication of that information, and to enhance the systems that underpin the work that we as a department do. I could provide a list on notice if that would be helpful.</p> <p>Just to talk briefly about a couple of projects, at the moment we're working on a project to update the design of our core business documents, the <i>Notice Paper</i> and the <i>Journals</i>. We have an online tabled documents project. That project is designed to deliver a facility for the executive government to submit documents for tabling in electronic format, under embargo, before the tabling date, which will then enable us to publish those documents immediately upon tabling. We're also looking at introducing a Senate division recording system for the Senate that's akin to the system that has been introduced in the House of Representatives. That system is one which will enable us to tally our divisions electronically on iPads in the chamber. It doesn't otherwise change the way that we do divisions in the chamber; it's really an enhancement in our digital space to</p>	Hansard, p. 8	21/10/19

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				<p>make the most of intake of data and then to repurpose that data for the various purposes we use it for.</p> <p>Senator AYRES: Were any of those projects that were scheduled for completion in the first half of 2019 not completed?</p> <p>Ms Callinan: I'd have to take that on notice, if you don't mind. There have been some projects which have not been completed in the original time frame, for a range of reasons. Sometimes we do need to reprioritise projects. We need to adjust when we have resourcing issues. Within DPS, for example, sometimes projects need to be adjusted in terms of their deadlines. But I'd need to take that on notice, I think, to be accurate.</p> <p>Senator AYRES: Would you be able to. ...</p>		
3	Department of the Senate	Senator Ayres	IT Project delays	<p>Senator AYRES: Would you be able to. Are there any projects now that are currently behind schedule?</p> <p>Ms Callinan: Yes, there are.</p> <p>Senator AYRES: What are they?</p> <p>Ms Callinan: For example, the project about the Senate division recording system was a project that we first raised a while ago. As I mentioned, there are a number of reasons why projects need to be readjusted in terms of their time lines.</p> <p>Senator AYRES: What sorts of reasons?</p> <p>Ms Callinan: I'll go to that specific one. That project was initiated, or put forward, by the Department of the Senate a number of years ago, in terms of concept. But, while the Department of Parliamentary Services was considering the scheduling of that project, at a similar time the House of Representatives also initiated a project, and our Senate project was impacted by the time line for that House of Representatives project.</p> <p>Senator AYRES: Would you be able to provide, on notice, an outline of what projects are on schedule and what projects aren't?</p> <p>Ms Callinan: Yes, certainly.</p>	Hansard, p. 9	21/10/19
4	Department of the Senate	Senator Kitching	Ongoing projects	<p>On 21 October 2019, Ms Callinan said:</p> <p>Ms Callinan: I'd have to take that on notice, if you don't mind. There have been some projects which have not been completed in the original time frame, for a range of reasons. Sometimes we do need to reprioritise projects. We need to</p>	Written	31/10/19

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				<p><i>adjust when we have resourcing issues. Within DPS, for example, sometimes projects need to be adjusted in terms of their deadlines. But I'd need to take that on notice, I think, to be accurate.</i></p> <p>Can the Department of the Senate please provide a comprehensive list and detail all current and ongoing projects and initiatives to which progression and/or completion deadlines have been delayed and/or renegotiated directly due to the Department of Parliamentary Services?</p>		
5	Department of the Senate	Senator Kitching	Completed Projects	<p>On 21 October 2019, Ms Callinan said: <i>Ms Callinan: I'd have to take that on notice, if you don't mind. There have been some projects which have not been completed in the original time frame, for a range of reasons. Sometimes we do need to reprioritise projects. We need to adjust when we have resourcing issues. Within DPS, for example, sometimes projects need to be adjusted in terms of their deadlines. But I'd need to take that on notice, I think, to be accurate.</i></p> <p>Can the Department of the Senate please provide a comprehensive list and detail all completed projects since 2016 where progression and/or completion were delayed and/or renegotiated directly due to the Department of Parliamentary Services?</p>	Written	31/10/19
6	Department of the Senate	Senator Kitching	Building works in the Senate Wing	<p>With reference to the extract from the Hansard of 22 October 2018 set out below: <i>Mr Begley: I'm only aware of a small number of complaints. We don't have a log per se of every complaint that's been issued, but in the time that I've been here we've received maybe one.</i> <i>Senator McALLISTER: What have you done with those complaints?</i> <i>Mr Begley: We pass them on to the appropriate people in DPS.</i> <i>Senator McALLISTER: Have they provided feedback to you about their handling of those complaints?</i> <i>Mr Begley: Not that I can recall.</i> <i>Senator McALLISTER: So you just pass it along and hope for the best?</i> <i>Mr Begley: We had a discussion with them. From recollection, they discussed the challenges they are having with their schedule and trying to get works done</i></p>	Written	31/10/19

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				<p><i>and keeping noise to a minimum. Our main request is that we ask them to keep noise to a minimum during sitting periods and during times when people would be there. They try to work around that, as I understand it.</i></p> <p>Given the long delays and negative media coverage about the building works, particularly at the Senate entrance, can the Department of the Senate advise how often it receives regular updates from the Department of Parliamentary Services about the impact of such works on the Department of the Senate?</p> <p>In October 2018 Mr Begley indicated that the Department of the Senate doesn't maintain a record of complaints received from building occupants. Since that time, has the Department of the Senate kept a record?</p> <p>Can the Department of the Senate advise how complaints received from building occupants are raised with the Department of Parliamentary Services?</p> <p>How does the Department of Parliamentary Services confirm or report to the Department of the Senate that such complaints have been addressed and/or resolved?</p>		
7	Department of the Senate	Senator Kitching	Executive Management	<p>In relation to executive management for the Department and its agencies, can the following be provided for FY 2018-19 and 2019-20 to date:</p> <ol style="list-style-type: none"> a. The total number of executive management positions b. The aggregate total remuneration payable for all executive management positions. c. The change in the number of executive manager positions. d. The change in aggregate total remuneration payable for all executive management positions. 	Written	31/10/19
8	Department of the Senate	Senator Kitching	Ministerial functions	<p>In relation to any functions or official receptions hosted by Ministers or Assistant Ministers in the portfolio since 1 July 2018, can the following be provided:</p> <ol style="list-style-type: none"> a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. 	Written	31/10/19

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				h. Details of any entertainment provided.		
9	Department of the Senate	Senator Kitching	Departmental functions	In relation to expenditure on any functions or official receptions etc hosted by the Department or agencies within the portfolio since 1 July 2018, can the following be provided: a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided.	Written	31/10/19
10	Department of the Senate	Senator Kitching	Executive office upgrades	Have any furniture, fixtures or fittings of the Secretary's office, or the offices of any Deputy Secretaries been upgraded since 1 July 2018. If so, can an itemised list of costs please be provided (GST inclusive).	Written	31/10/19
11	Department of the Senate	Senator Kitching	Facilities upgrades	1. Were there any upgrades to facility premises at any of the Departments or agencies since 1 July 2018. This includes but is not limited to: staff room refurbishments, kitchen refurbishments, bathroom refurbishments, the purchase of any new fridges, coffee machines, or other kitchen equipment. 2. If so, can a detailed description of the relevant facilities upgrades be provided together with an itemised list of costs (GST inclusive). 3. If so, can any photographs of the upgraded facilities be provided.	Written	31/10/19
12	Department of the Senate	Senator Kitching	Staff travel	What is the total cost of staff travel for departmental/agency employees for FY 2018-19 and FY 2019-20 to date.	Written	31/10/19
13	Department of the Senate	Senator Kitching	Legal costs	What are the total legal costs for the Department/agency for FY 2018-19 and FY 2019-20 to date.	Written	31/10/19
14	Department of the Senate	Senator Kitching	Secretarial travel	Can an itemised list of the costs of all domestic and international travel undertaken by the Secretary of the Department since 1 July 2018 be provided including: a. Flights for the Secretary as well as any accompanying departmental	Written	31/10/19

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				<p>officials, and identify the airline and class of travel.</p> <p>b. Ground transport for the Secretary as well as any accompanying departmental officials.</p> <p>c. Accommodation for the Secretary as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Secretary as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Secretary's travel should also be provided.</p>		
15	Department of the Senate	Senator Kitching	FOI	<p>1. Please list the number of Freedom of Information Act requests ('FOI requests') received by the Department for the following years:</p> <ol style="list-style-type: none"> i. 2013-14; ii. 2014-15; iii. 2015-16; iv. 2016-17; v. 2018-19; and vi. 2019-20 to date. <p>2. For each year above, please provide:</p> <ol style="list-style-type: none"> i. The number of FOI requests the Department granted in full; ii. The number of FOI requests the Department granted in part; iii. The number of FOI requests the Department refused in full; and iv. The number of FOI requests the Department refused for practical reasons under the Freedom of Information Act. <p>3. For each year above, please also provide:</p> <ol style="list-style-type: none"> i. The number of times the Department failed to make any decision on a FOI request within the 30 day statutory period; and 	Written	31/10/19

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				<ul style="list-style-type: none"> ii. The number of times a request to the Department resulted in a practical refusal (i.e. no decision was made on the request). 4. For each year above, please also provide: <ul style="list-style-type: none"> i. The number of times the Department’s FOI decisions have been appealed to the OAIC; and ii. The number of times has the OAIC overturned – in whole or in part – the Department’s decision to refuse access to material. 5. Please provide the staffing (both ASL and headcount) of staff at the Department who work exclusively on FOI requests, broken down by APS level (e.g. three EL1s, four APS6s, one SES) for each of the following years: <ul style="list-style-type: none"> i. 2013-14; ii. 2014-15; iii. 2015-16; iv. 2016-17; v. 2018-19; and vi. 2019-20 to date. 6. For each of the years above, please also list the number of officers who are designated decision makers under the Freedom of Information Act 1982 within the Department. 7. In the past 12 months, has the Department seconded additional resources to processing Freedom of Information requests? If so, please detail those resources by APS level. 8. Please provide the number of officers who are currently designated decision makers under the Freedom of Information Act 1982 within the Minister’s office. 9. Please provide the number of FOI requests currently under consideration by the Department. Please also provide the number of these requests that are 		

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				<p>currently overdue in response.</p> <p>10. Does the department consult or inform the Minister when it receives Freedom of Information requests? If so:</p> <ol style="list-style-type: none"> i. How many times has this occurred in the past twelve months; and ii. Please outline the process by which the Department consults the Minister. <p>11. Has the Department consulted or informed another Department or agency about any FOI request in the past twelve months. If so, please provide the legal basis on which that consultation occurred (e.g. third party consultation, transfer of request).</p>		
16	Department of the Senate	Senator Kitching	Briefings	<p>Has the Department/agency or the Minister's office provided briefings to independents/minor parties in the Senate or House of Representatives. If so, can the following be provided:</p> <ol style="list-style-type: none"> a. The subject matter of the briefing. b. The location and date of the briefing. c. Who proposed the briefing. d. Attendees of the briefing by level/position 	Written	31/10/19
17	Department of the Senate	Senator Kitching	Acting Minister arrangements	<ol style="list-style-type: none"> 1. Can the Department provide all leave periods of the portfolio Minister from 24 August 2018 to date. 2. Can the Department further provide acting Minister arrangements for each leave period. 	Written	31/10/19
18	Department of the Senate	Senator Kitching	Departmental staff allowances	Can a list of Departmental/agency allowances and reimbursements available to employees be provided.	Written	31/10/19
19	Department of the Senate	Senator Kitching	Market research	<ol style="list-style-type: none"> 1. Does the Department/agency undertake any polling or market research in relation to government policies or proposed policies. 2. If so, can the Department provide an itemised list of: <ol style="list-style-type: none"> a. Subject matter b. Company c. Costs d. Contract date period 3. Can the Department/agency advise what, if any, research was shared with the 	Written	31/10/19

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				Minister or their office and the date and format in which this occurred.		
20	Department of the Senate	Senator Kitching	Advertising and information campaigns	<ol style="list-style-type: none"> 1. What was the Department/agency's total expenditure on advertising and information campaigns for FY 2018-19 and for the current financial year to date. 2. What advertising and information campaigns did the Department/agency run in each relevant period. For each campaign, please provide: <ol style="list-style-type: none"> a. When approval was first sought. b. The date of approval, including whether the advertising went through the Independent Campaign Committee process. c. the timeline for each campaign, including any variation to the original proposed timeline. 3. Can an itemised list of all Austender Contract Notice numbers for all advertising and information campaign contracts in each period be provided. 	Written	31/10/19
21	Department of the Senate	Senator Kitching	Promotional merchandise	<ol style="list-style-type: none"> 1. What was the Department/agency's total expenditure on promotional merchandise for FY 2018-19. 2. Can an itemised list of all Austender Contract Notice numbers for all promotional merchandise contracts in that period please be provided. 3. Can photographs or samples of relevant promotional merchandise please be provided. 	Written	31/10/19
22	Department of the Senate	Senator Kitching	Ministerial overseas travel	<p>Can an itemised list of the costs met by the department or agency for all international travel undertaken by Ministers or Assistant Ministers in the portfolio since 1 July 2018 please be provided including:</p> <ol style="list-style-type: none"> a. Flights for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, together with the airline and class of travel. b. Ground transport for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials. c. Accommodation for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any 	Written	31/10/19

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				<p>accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Minister's travel should also be provided.</p>		
23	Department of the Senate	Senator Kitching	Social media influencers	<ol style="list-style-type: none"> 1. What was the Department/agency's total expenditure on social media influencers for FY 2018-19 and 2019-20 to date. 2. What advertising or information campaigns did the Department/agency use social media influencers to promote. 3. Can a copy of all relevant social media influencer posts please be provided. 4. Can an itemised list of all Austender Contract Notice numbers for all relevant social media influencer contracts please be provided. 	Written	31/10/19
24	Department of the Senate	Senator Kitching	Commissioned Reports and Reviews	<ol style="list-style-type: none"> 1. Since 24 August 2018, how many Reports or Reviews have been commissioned? Please provide details of each report including: <ol style="list-style-type: none"> a. Date commissioned. b. Date report handed to Government. c. Date of public release. d. Terms of Reference. e. Committee members and/or Reviewers. 2. How much did each report cost/or is estimated to cost. 3. The background and credentials of the Review personnel. 4. The remuneration arrangements applicable to the Review personnel, including fees, disbursements and travel 5. The cost of any travel attached to the conduct of the Review. 6. How many departmental staff were involved in each report and at what level. 7. What is the current status of each report. When is the Government intending to respond to each report if it has not already done so. 8. 	Written	31/10/19

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25	Department of the Senate	Senator Kitching	Board Appointments	<ol style="list-style-type: none"> 1. Provide an update of portfolio boards, including board title, terms of appointment, tenure of appointment and members. 2. What is the gender ratio on each board and across the portfolio 3. Please detail any board appointments made from 1 July 2018 to date. 4. What has been the total value of all Board Director fees and disbursements paid. 5. What is the value of all domestic travel by Board Directors. 6. What is the value of all international travel by Board Directors. 	Written	31/10/19
26	Department of the Senate	Senator Kitching	Appointments – briefs prepared	<ol style="list-style-type: none"> 1. How many times has the Department prepared a brief for statutory authorities, executive agencies, advisory boards, government business enterprises or any other Commonwealth body which includes a reference to a former Liberal or National member of parliament at a state, territory or federal level. 2. For each brief prepared, can the Department advise: <ol style="list-style-type: none"> a. The former member. b. The board or entity. c. Whether the request originated from the Minister's office. d. Whether the appointment was made. 	Written	31/10/19
27	Department of the Senate	Senator Kitching	Stationery	How much has been spent on ministerial stationery requirements in FY 2018-19 and FY 2019-20 to date.	Written	31/10/19
28	Department of the Senate	Senator Kitching	Media monitoring	<ol style="list-style-type: none"> 1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the each Minister's office for FY 2018-19 and FY 2019-20 to date. <ol style="list-style-type: none"> a. Which agency or agencies provided these services. b. Can an itemised list of Austender Contract notice numbers for any media monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20. 2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for FY 2018-19 and FY 2019-20 to date. <ol style="list-style-type: none"> a. Which agency or agencies provided these services. b. Can an itemised list of Austender Contract Notice numbers for any media 	Written	31/10/19

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				monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20.		
29	Department of the Senate	Senator Kitching	Communications staff	<ol style="list-style-type: none"> 1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following: 2. By Department or agency: <ol style="list-style-type: none"> a. How many ongoing staff, the classification, the type of work they undertake and their location. b. How many non-ongoing staff, their classification, type of work they undertake and their location. c. How many contractors, their classification, type of work they undertake and their location. d. How many are graphic designers. e. How many are media managers. f. How many organise events. 3. Do any departments/agencies have independent media studios. <ol style="list-style-type: none"> a. If yes, why. b. When was it established. c. What is the set up cost. d. What is the ongoing cost. e. How many staff work there and what are their classifications. 	Written	31/10/19
30	Department of the Senate	Senator Kitching	Departmental staff in Minister's office	<ol style="list-style-type: none"> 1. Can the Department provide an update on the total number of departmental staff seconded to ministerial offices, including: <ol style="list-style-type: none"> a. Duration of secondment. b. APS level. 2. Can the Department provide an update on the total number of DLOs/CLOs for ministerial offices including APS level. 	Written	31/10/19
31	Department of the Senate	Senator Kitching	CDDA Payments	<ol style="list-style-type: none"> 1. How many claims have been received under the Compensation for Detriment caused by Defective Administration scheme (CDDA) by the Department for FY 2018-19? 2. How many claims were: <ol style="list-style-type: none"> a. Accepted. b. Rejected. 	Written	31/10/19

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				c. Under consideration. 3. Of the accepted claims, can the Department provide: a. Details of the claim, subject to relevant privacy considerations b. The date payment was made c. The decision maker.		
32	No question has been allocated to this number.					
33	Department of the Senate	Senator Kitching	Recruitment	1. What amount has been expended by the department/agency on external recruitment or executive search services in FY 2018-19 and FY 2019-20 to date. 2. Which services were utilised? Can an itemised list be provided.	Written	31/10/19
34	Department of the Senate	Senator Kitching	Staffing	1. How many full-time equivalent staff are engaged at 21 October 2019. How does this differ from the figures presented in Budget Paper 4 in the 2019-20 Budget. 2. How many of these positions are (a) on-going and (b) non-ongoing. 3. How many redundancies have occurred in FY 2018-19 and FY 2019-20 to date. How many were: a. voluntary b. involuntary. 4. How many of those redundancies occurred as a result of departmental restructuring. What is the total cost of those redundancies. 5. What was the total value in dollar terms of all termination payments paid to exiting staff. 6. How much overtime or equivalent has been paid to staff in FY 2018-19 and FY 2019-20 to date. 7. How many section 37 notices under the Public Service Act 1999 have been offered in FY 2018-19 and FY 2019-20 to date.	Written	31/10/19
35	Department of the Senate	Senator Kitching	Comcare	1. For FY 2018-19 and FY2019-20 to date, can the Department advise whether it has been the subject of any investigations involving Comcare. If yes, please provide details of the circumstances and the status. 2. Can the Department advise the number of sanctions it has received from Comcare in the FY2019-20 to date.	Written	31/10/19

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36	Department of the Senate	Senator Kitching	Fair Work Commission	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Fair Work Commission within the Department or agency.	Written	31/10/19
37	Department of the Senate	Senator Kitching	Fair Work Ombudsman	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Fair Work Ombudsman within the Department or agency.	Written	31/10/19
38	Department of the Senate	Senator Kitching	Office of the Merit Protection Commissioner	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Office of the Merit Protection Commissioner within the Department or agency.	Written	31/10/19
39	Department of the Senate	Senator Kitching	Public Interest Disclosures	For FY 2018-19 and FY2019-20 to date, how many public interest disclosures have been received.	Written	31/10/19
40	Department of the Senate	Senator Gallagher	All External Consultants	In relation to the use of all external consultants in the Department or agencies within the portfolio, can the following be provided. a. For each of the last six financial years from 2013-14 to 2018-19, the total amount spent on external consultants, including: i. contracts tagged as a “consultancy”. ii. contracts not defined as a “consultancy”, but tagged as “business intelligence consulting services”, “information technology consultation services”, “management advisory services”, “management support services”, “organisational structure consultation”, “risk management consultation services” or “strategic planning consultation services” b. The total amount of full time equivalent hours (FTE’s) provided by external consultants in 2018-19. c. The total amount of variances granted to external consultant contracts (including those specified in 1(a)(i) above) in 2018-19. d. A breakdown by consultant, specifications and project completion for 2018-19.	Written	4/11/19
41	Department of the Senate	Senator Gallagher	Information Technology Consultant Spend	In relation to expenditure on information technology in the Department or agencies within the portfolio, can the following be provided. a. For each of the last six financial years from 2013-14 to 2018-19, the total amount spent on information technology consultation services b. The total amount of full time equivalent hours (FTE’s) provided by information technology consultation services in 2018-19. c. The total amount contracted to information technology consultation	Written	4/11/19

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				<p>services in 2018-19.</p> <p>d. The total amount of variances granted to information technology consultation services contracts in 2018-19.</p> <p>e. A breakdown by consultant, specifications and project completion for 2018-19.</p>		
42	Department of the Senate	Senator Gallagher	All External Contractors	<p>In relation to the use of all external contractors in the Department or agencies within the portfolio, can the following be provided:</p> <p>a. The total amount spent on all contracts for Management and Business Professionals and Administrative Services for each of the last six financial years from 2013-14 to 2018-19.</p> <p>b. The total amount spent on all contracts tagged as “Temporary Personnel Services” for each of the last six financial years from 2013-14 to 2018-19.</p> <p>c. The total number of external contractors employed in 2018-19.</p> <p>d. The aggregate total remuneration payable for all external contractors employed in 2018-19.</p> <p>e. The total number of FTE hours provided by external contractors in 2018-19.</p>	Written	4/11/19
43	Department of the Senate	Senator Gallagher	Information Technology Contractors	<p>In relation to the use of external information technology contractors in the Department or agencies within the portfolio, can the following be provided:</p> <p>a. The total amount spent on external contractors for each of the last six financial years from 2013-14 to 2018-19.</p> <p>b. The total number of external contractors employed in 2018-19.</p> <p>c. The aggregate total remuneration payable for all external contractors employed in 2018-19.</p> <p>d. The total number of FTE hours provided by external contractors in 2018-19.</p>	Written	4/11/19
44	Department of the Senate	Senator Gallagher	Grants	<p>Please provide, for all administered and discretionary grant programs administered by each department and agency within the portfolio:</p> <p>a. Name of the administered or discretionary grant program.</p> <p>b. The recipient of the grant.</p> <p>c. The ABN or ACN of the grant recipient.</p> <p>d. The charitable status of the grant recipient.</p>	Written	4/11/19

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				<ul style="list-style-type: none"> e. Who authorised the grant payment. f. For each year of the budget and forward estimates: <ul style="list-style-type: none"> i. What is the total funding budgeted for the program; ii. How much funding has been contracted and allocated; iii. How much funding has been contracted but not allocated; iv. How much funding has been committed but not contracted; v. How much funding is uncommitted, uncontracted and unallocated. 		
45	Department of the Senate	Senator Gallagher	Cost of APS staff	The total cost of all staff employed under the Parliamentary Service Act for each of the last six financial years from 2013/14 to 2018/19.	Written	4/11/19
46	Department of the Senate	Senator Gallagher	PSPF and Essential 8 Compliance to be asked to all non-corporate Commonwealth entities	<p><i>Overall compliance and reporting</i></p> <ol style="list-style-type: none"> 1. Is the Department compliant with the core requirements in the Protected Security Policy Framework, <i>INFOSEC 10: Safeguarding information from cyber threats</i> policy? 2. Under the Public Governance, Performance and Accountability Act 2013, all non-corporate Commonwealth entities are required to report annually to the Attorney-General on the implementation of the Protected Security Policy Framework (PSPF). Has the Department provided an annual report to the Attorney general in 2015, 2016, 2017, 2018 and 2019 on compliance with the INFOSEC 10 core requirements? <p><i>Mandatory 4 implementation</i></p> <ol style="list-style-type: none"> 3. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 1: application whitelisting? <ol style="list-style-type: none"> a. According to the Essential Eight Maturity Model what is the maturity of application whitelisting implementation? 4. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 2: patching applications? <ol style="list-style-type: none"> a. According to the Essential Eight Maturity Model, what is the maturity of patching applications implementation? 5. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 3: restriction of administrative privileges? <ol style="list-style-type: none"> a. According to the Essential Eight Maturity Model, what is the maturity of 'restrict administrative privileges' implementation? 	Written	4/11/19

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				<p>6. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 4: patching operating systems?</p> <p>a. According to the Essential Eight Maturity Model, what is the maturity of ‘Patching operating systems’ implementation?</p> <p><i>Essential 8 implementation</i></p> <p>7. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (a)</i>: configuring Microsoft Office macro settings?</p> <p>a. According to the Essential Eight Maturity Model what is the maturity of ‘configuring Microsoft Office macro settings’ implementation?</p> <p>8. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (b)</i>: user application hardening?</p> <p>a. According to the Essential Eight Maturity Model what is the maturity of ‘user application hardening’ implementation?</p> <p>9. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (c)</i>: multi-factor authentication?</p> <p>a. According to the Essential Eight Maturity Model what is the maturity of ‘multi-factor authentication’ implementation?</p> <p>10. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (d)</i>: daily backups?</p> <p>a. According to the Essential Eight Maturity Model what is the maturity of ‘daily backups’ implementation?</p> <p><i>Accountability and funding</i></p> <p>11. How many times has the Department conducted a self assessment of its compliance with the Protected Security Policy Framework Essential Eight mitigation strategies and cyber resilience since 1 July 2013?</p> <p>12. How many independent assessments of its cyber resilience has the Department conducted since 1 July 2013?</p> <p>13. Has the Minister responsible been briefed on cyber security vulnerabilities in the Department networks since 1 July 2013?</p> <p>14. Has an Australian Signals Directorate cyber security sprint team been</p>		

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				<p>deployed to the Department since 1 July 2013?</p> <p>15. How much funding has the Department allocated to cyber security each year during 2015, 2016, 2017, 2018 and 2019?</p> <p>16. How many times has there been a physical or cyber intrusion attempt made on the Department's networks that were considered serious enough to warrant an operational response in 2015, 2016, 2017, 2018 and 2019?</p>		
47	PBO	Senator Kitching	Executive Management	<p>In relation to executive management for the Department and its agencies, can the following be provided for FY 2018-19 and 2019-20 to date:</p> <ol style="list-style-type: none"> a. The total number of executive management positions b. The aggregate total remuneration payable for all executive management positions. c. The change in the number of executive manager positions. d. The change in aggregate total remuneration payable for all executive management positions. 	Written	
48	PBO	Senator Kitching	Ministerial functions	<p>In relation to any functions or official receptions hosted by Ministers or Assistant Ministers in the portfolio since 1 July 2018, can the following be provided:</p> <ol style="list-style-type: none"> a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided. 	Written	
49	PBO	Senator Kitching	Departmental Functions	<p>In relation to expenditure on any functions or official receptions etc hosted by the Department or agencies within the portfolio since 1 July 2018, can the following be provided:</p> <ol style="list-style-type: none"> a. List of functions. 	Written	

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				<ul style="list-style-type: none"> b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided. 		
50	PBO	Senator Kitching	Executive Office Upgrades	Have any furniture, fixtures or fittings of the Secretary's office, or the offices of any Deputy Secretaries been upgraded since 1 July 2018. If so, can an itemised list of costs please be provided (GST inclusive).	Written	
51	PBO	Senator Kitching	Facilities upgrades	<ul style="list-style-type: none"> a. Were there any upgrades to facility premises at any of the Departments or agencies since 1 July 2018. This includes but is not limited to: staff room refurbishments, kitchen refurbishments, bathroom refurbishments, the purchase of any new fridges, coffee machines, or other kitchen equipment. b. If so, can a detailed description of the relevant facilities upgrades be provided together with an itemised list of costs (GST inclusive). c. If so, can any photographs of the upgraded facilities be provided. 	Written	
52	PBO	Senator Kitching	Staff Travel	What is the total cost of staff travel for departmental/agency employees for FY 2018-19 and FY 2019-20 to date.	Written	
53	PBO	Senator Kitching	Legal Costs	What are the total legal costs for the Department/agency for FY 2018-19 and FY 2019-20 to date.	Written	
54	PBO	Senator Kitching	Secretarial Travel	Can an itemised list of the costs of all domestic and international travel undertaken by the Secretary of the Department since 1 July 2018 be provided including: <ul style="list-style-type: none"> a. Flights for the Secretary as well as any accompanying departmental 	Written	

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				<p>officials, and identify the airline and class of travel.</p> <p>b. Ground transport for the Secretary as well as any accompanying departmental officials.</p> <p>c. Accommodation for the Secretary as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Secretary as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Secretary's travel should also be provided.</p>		
55	PBO	Senator Kitching	FOI	<p>a. Please list the number of Freedom of Information Act requests ('FOI requests') received by the Department for the following years:</p> <p style="margin-left: 20px;">i. 2013-14;</p> <p style="margin-left: 20px;">ii. 2014-15;</p> <p style="margin-left: 20px;">iii. 2015-16;</p> <p style="margin-left: 20px;">iv. 2016-17;</p> <p style="margin-left: 20px;">v. 2018-19; and</p> <p style="margin-left: 20px;">vi. 2019-20 to date.</p> <p>b. For each year above, please provide:</p> <p style="margin-left: 20px;">i. The number of FOI requests the Department granted in full;</p> <p style="margin-left: 20px;">ii. The number of FOI requests the Department granted in part;</p> <p style="margin-left: 20px;">iii. The number of FOI requests the Department refused in full; and</p> <p style="margin-left: 20px;">iv. The number of FOI requests the Department refused for practical reasons under the Freedom of Information Act.</p> <p>c. For each year above, please also provide:</p> <p style="margin-left: 20px;">i. The number of times the Department failed to make any decision on a</p>	Written	

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				<p style="text-align: center;">FOI request within the 30 day statutory period; and</p> <ul style="list-style-type: none"> ii. The number of times a request to the Department resulted in a practical refusal (i.e. no decision was made on the request). <p>d. For each year above, please also provide:</p> <ul style="list-style-type: none"> i. The number of times the Department’s FOI decisions have been appealed to the OAIC; and ii. The number of times has the OAIC overturned – in whole or in part – the Department’s decision to refuse access to material. <p>e. Please provide the staffing (both ASL and headcount) of staff at the Department who work exclusively on FOI requests, broken down by APS level (e.g. three EL1s, four APS6s, one SES) for each of the following years:</p> <ul style="list-style-type: none"> i. 2013-14; ii. 2014-15; iii. 2015-16; iv. 2016-17; v. 2018-19; and vi. 2019-20 to date. <p>f. For each of the years above, please also list the number of officers who are designated decision makers under the Freedom of Information Act 1982 within the Department.</p> <p>g. In the past 12 months, has the Department seconded additional resources to processing Freedom of Information requests? If so, please detail those resources by APS level.</p> <p>h. Please provide the number of officers who are currently designated decision makers under the Freedom of Information Act 1982 within the Minister’s office.</p> <p>i. Please provide the number of FOI requests currently under consideration by the Department. Please also provide the number of these requests that are</p>		

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				<p>currently overdue in response.</p> <p>j. Does the department consult or inform the Minister when it receives Freedom of Information requests? If so:</p> <p style="margin-left: 40px;">i. How many times has this occurred in the past twelve months; and</p> <p style="margin-left: 40px;">ii. Please outline the process by which the Department consults the Minister.</p> <p>k. Has the Department consulted or informed another Department or agency about any FOI request in the past twelve months. If so, please provide the legal basis on which that consultation occurred (e.g. third party consultation, transfer of request).</p>		
56	PBO	Senator Kitching	Briefings	<p>Has the Department/agency or the Minister's office provided briefings to independents/minor parties in the Senate or House of Representatives. If so, can the following be provided:</p> <p style="margin-left: 40px;">a. The subject matter of the briefing.</p> <p style="margin-left: 40px;">b. The location and date of the briefing.</p> <p style="margin-left: 40px;">c. Who proposed the briefing.</p> <p style="margin-left: 40px;">d. Attendees of the briefing by level/position</p>	Written	
57	PBO	Senator Kitching	Acting Minister Arrangements	<p>a. Can the Department provide all leave periods of the portfolio Minister from 24 August 2018 to date.</p> <p>b. Can the Department further provide acting Minister arrangements for each leave period.</p>	Written	
58	PBO	Senator Kitching	Departmental Staff Allowances	Can a list of Departmental/agency allowances and reimbursements available to employees be provided.	Written	
59	PBO	Senator Kitching	Market Research	<p>a. Does the Department/agency undertake any polling or market research in relation to government policies or proposed policies.</p> <p>b. If so, can the Department provide an itemised list of:</p> <p style="margin-left: 40px;">i. Subject matter</p>	Written	

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				<ul style="list-style-type: none"> ii. Company iii. Costs iv. Contract date period c. Can the Department/agency advise what, if any, research was shared with the Minister or their office and the date and format in which this occurred. 		
60	PBO	Senator Kitching	Advertising and information campaigns	<ul style="list-style-type: none"> a. What was the Department/agency's total expenditure on advertising and information campaigns for FY 2018-19 and for the current financial year to date. b. What advertising and information campaigns did the Department/agency run in each relevant period. For each campaign, please provide: <ul style="list-style-type: none"> i. When approval was first sought. ii. The date of approval, including whether the advertising went through the Independent Campaign Committee process. iii. the timeline for each campaign, including any variation to the original proposed timeline. c. Can an itemised list of all Austender Contract Notice numbers for all advertising and information campaign contracts in each period be provided. 	Written	
61	PBO	Senator Kitching	Promotional Merchandise	<ul style="list-style-type: none"> a. What was the Department/agency's total expenditure on promotional merchandise for FY 2018-19. b. Can an itemised list of all Austender Contract Notice numbers for all promotional merchandise contracts in that period please be provided. c. Can photographs or samples of relevant promotional merchandise please be provided. 	Written	
62	PBO	Senator Kitching	Ministerial Overseas Travel	<p>Can an itemised list of the costs met by the department or agency for all international travel undertaken by Ministers or Assistant Ministers in the portfolio since 1 July 2018 please be provided including:</p> <ul style="list-style-type: none"> a. Flights for the Minister and any accompanying members of the Minister's 	Written	

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				<p>personal staff or family members, as well as any accompanying departmental officials, together with the airline and class of travel.</p> <p>b. Ground transport for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials.</p> <p>c. Accommodation for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Minister's travel should also be provided.</p>		
63	PBO	Senator Kitching	Social media influencers	<p>a. What was the Department/agency's total expenditure on social media influencers for FY 2018-19 and 2019-20 to date.</p> <p>b. What advertising or information campaigns did the Department/agency use social media influencers to promote.</p> <p>c. Can a copy of all relevant social media influencer posts please be provided.</p> <p>d. Can an itemised list of all Austender Contract Notice numbers for all relevant social media influencer contracts please be provided.</p>	Written	
64	PBO	Senator Kitching	Commissioned Reports and Reviews	<p>a. Since 24 August 2018, how many Reports or Reviews have been commissioned. Please provide details of each report including:</p> <p>i. Date commissioned.</p> <p>ii. Date report handed to Government.</p> <p>iii. Date of public release.</p>	Written	

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				<ul style="list-style-type: none"> iv. Terms of Reference. v. Committee members and/or Reviewers. b. How much did each report cost/or is estimated to cost. c. The background and credentials of the Review personnel. d. The remuneration arrangements applicable to the Review personnel, including fees, disbursements and travel e. The cost of any travel attached to the conduct of the Review. f. How many departmental staff were involved in each report and at what level. g. What is the current status of each report. When is the Government intending to respond to each report if it has not already done so. 		
65	PBO	Senator Kitching	Board Appointments	<ul style="list-style-type: none"> a. Provide an update of portfolio boards, including board title, terms of appointment, tenure of appointment and members. b. What is the gender ratio on each board and across the portfolio c. Please detail any board appointments made from 1 July 2018 to date. d. What has been the total value of all Board Director fees and disbursements paid. e. What is the value of all domestic travel by Board Directors. f. What is the value of all international travel by Board Directors. 	Written	
66	PBO	Senator Kitching	Appointments – briefs prepared	<ul style="list-style-type: none"> a. How many times has the Department prepared a brief for statutory authorities, executive agencies, advisory boards, government business enterprises or any other Commonwealth body which includes a reference to a former Liberal or National member of parliament at a state, territory or federal level. b. For each brief prepared, can the Department advise: <ul style="list-style-type: none"> i. The former member. ii. The board or entity. iii. Whether the request originated from the Minister’s office. iv. Whether the appointment was made. 	Written	

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67	PBO	Senator Kitching	Stationery	How much has been spent on ministerial stationery requirements in FY 2018-19 and FY 2019-20 to date.	Written	
68	PBO	Senator Kitching	Media Monitoring	<p>a. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the each Minister's office for FY 2018-19 and FY 2019-20 to date.</p> <p>i. Which agency or agencies provided these services.</p> <p>ii. Can an itemised list of Austender Contract notice numbers for any media monitoring contracts in each period please be provided</p> <p>iii. What is the estimated budget to provide these services for the year FY 2019-20.</p> <p>b. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for FY 2018-19 and FY 2019-20 to date.</p> <p>i. Which agency or agencies provided these services.</p> <p>ii. Can an itemised list of Austender Contract Notice numbers for any media monitoring contracts in each period please be provided</p> <p>iii. What is the estimated budget to provide these services for the year FY 2019-20.</p>	Written	
69	PBO	Senator Kitching	Communications staff	<p>For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:</p> <p>a. By Department or agency:</p> <p>i. How many ongoing staff, the classification, the type of work they undertake and their location.</p> <p>ii. How many non-ongoing staff, their classification, type of work they undertake and their location.</p> <p>iii. How many contractors, their classification, type of work they undertake and their location.</p> <p>iv. How many are graphic designers.</p> <p>v. How many are media managers.</p> <p>vi. How many organise events.</p>	Written	

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				<ul style="list-style-type: none"> b. Do any departments/agencies have independent media studios. <ul style="list-style-type: none"> i. If yes, why. ii. When was it established. iii. What is the set up cost. iv. What is the ongoing cost. v. How many staff work there and what are their classifications. 		
70	PBO	Senator Kitching	Departmental staff in Minister's office	<ul style="list-style-type: none"> a. Can the Department provide an update on the total number of departmental staff seconded to ministerial offices, including: <ul style="list-style-type: none"> i. Duration of secondment. ii. APS level. b. Can the Department provide an update on the total number of DLOs/CLOs for ministerial offices including APS level. 	Written	
71	PBO	Senator Kitching	CDDA Payments	<ul style="list-style-type: none"> a. How many claims have been received under the Compensation for Detriment caused by Defective Administration scheme (CDDA) by the Department for FY 2018-19? b. How many claims were: <ul style="list-style-type: none"> i. Accepted. ii. Rejected. iii. Under consideration. c. Of the accepted claims, can the Department provide: <ul style="list-style-type: none"> i. Details of the claim, subject to relevant privacy considerations ii. The date payment was made iii. The decision maker. 	Written	
72	PBO	Senator Kitching	Congestion Busting	<ul style="list-style-type: none"> a. Can the Department/agency advise how it is "congestion busting" in relation to bureaucratic bottlenecks and regulatory bottlenecks. b. Have any additional resources been allocated within the Department to achieve "congestion busting" within the department. 	Written	
73	PBO	Senator	Recruitment	<ul style="list-style-type: none"> a. What amount has been expended by the department/agency on external 	Written	

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		Kitching		recruitment or executive search services in FY 2018-19 and FY 2019-20 to date. b. Which services were utilised. Can an itemised list be provided.		
74	PBO	Senator Kitching	Staffing	a. How many full-time equivalent staff are engaged at 21 October 2019. How does this differ from the figures presented in Budget Paper 4 in the 2019-20 Budget. b. How many of these positions are (a) on-going and (b) non-ongoing. c. How many redundancies have occurred in FY 2018-19 and FY 2019-20 to date. How many were: i. voluntary ii. involuntary. d. How many of those redundancies occurred as a result of departmental restructuring. What is the total cost of those redundancies. e. What was the total value in dollar terms of all termination payments paid to exiting staff. f. How much overtime or equivalent has been paid to staff in FY 2018-19 and FY 2019-20 to date. g. How many section 37 notices under the Public Service Act 1999 have been offered in FY 2018-19 and FY 2019-20 to date.	Written	
75	PBO	Senator Kitching	Comcare	a. For FY 2018-19 and FY2019-20 to date, can the Department advise whether it has been the subject of any investigations involving Comcare. If yes, please provide details of the circumstances and the status. b. Can the Department advise the number of sanctions it has received from Comcare in the FY2019-20 to date.	Written	
76	PBO	Senator Kitching	Fair Work Commission	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Fair Work Commission within the Department or agency.	Written	
77	PBO	Senator	Fair Work	For FY 2018-19 and FY2019-20 to date, how many references have been made to	Written	

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		Kitching	Ombudsman	the Fair Work Ombudsman within the Department or agency.		
78	PBO	Senator Kitching	Office of the Merit Protection Commissioner	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Office of the Merit Protection Commissioner within the Department or agency.	Written	
79	PBO	Senator Kitching	Public Interest Disclosures	For FY 2018-19 and FY2019-20 to date, how many public interest disclosures have been received.	Written	
80	PBO	Senator Gallagher	All External Consultants	<p>In relation to the use of all external consultants in the Department or agencies within the portfolio, can the following be provided:</p> <ol style="list-style-type: none"> a. For each of the last six financial years from 2013-14 to 2018-19, the total amount spent on external consultants, including: <ol style="list-style-type: none"> i. contracts tagged as a “consultancy”. ii. contracts not defined as a “consultancy”, but tagged as “business intelligence consulting services”, “information technology consultation services”, “management advisory services”, “management support services”, “organisational structure consultation”, “risk management consultation services” or “strategic planning consultation services” b. The total amount of full time equivalent hours (FTE’s) provided by external consultants in 2018-19. c. The total amount of variances granted to external consultant contracts (including those specified in 1(a)(i) above) in 2018-19. d. A breakdown by consultant, specifications and project completion for 2018-19. 	Written	

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81	PBO	Senator Gallagher	Information technology consultant spend	In relation to expenditure on information technology in the Department or agencies within the portfolio, can the following be provided. a. For each of the last six financial years from 2013-14 to 2018-19, the total amount spent on information technology consultation services b. The total amount of full time equivalent hours (FTE's) provided by information technology consultation services in 2018-19. c. The total amount contracted to information technology consultation services in 2018-19. d. The total amount of variances granted to information technology consultation services contracts in 2018-19. e. A breakdown by consultant, specifications and project completion for 2018-19.	Written	
82	PBO	Senator Gallagher	All external contractors	In relation to the use of all external contractors in the Department or agencies within the portfolio, can the following be provided: a. The total amount spent on all contracts for Management and Business Professionals and Administrative Services for each of the last six financial years from 2013-14 to 2018-19. b. The total amount spent on all contracts tagged as "Temporary Personnel Services" for each of the last six financial years from 2013-14 to 2018-19. c. The total number of external contractors employed in 2018-19. d. The aggregate total remuneration payable for all external contractors employed in 2018-19. e. The total number of FTE hours provided by external contractors in 2018-19.	Written	
83	PBO	Senator Gallagher	Information Technology Contractors	In relation to the use of external information technology contractors in the Department or agencies within the portfolio, can the following be provided: a. The total amount spent on external contractors for each of the last six financial years from 2013-14 to 2018-19. b. The total number of external contractors employed in 2018-19.	Written	

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				<ul style="list-style-type: none"> c. The aggregate total remuneration payable for all external contractors employed in 2018-19. d. The total number of FTE hours provided by external contractors in 2018-19. 		
84	PBO	Senator Gallagher	Grants	<p>Please provide, for all administered and discretionary grant programs administered by each department and agency within the portfolio:</p> <ul style="list-style-type: none"> a. Name of the administered or discretionary grant program. b. The recipient of the grant. c. The ABN or ACN of the grant recipient. d. The charitable status of the grant recipient. e. Who authorised the grant payment. f. For each year of the budget and forward estimates: <ul style="list-style-type: none"> i. What is the total funding budgeted for the program; ii. How much funding has been contracted and allocated; iii. How much funding has been contracted but not allocated; iv. How much funding has been committed but not contracted; v. How much funding is uncommitted, uncontracted and unallocated. 	Written	
85	PBO	Senator Gallagher	Cost of APS Staff	The total cost of all staff employed under the Parliamentary Service Act for each of the last six financial years from 2013/14 to 2018/19.	Written	
86	PBO	Senator Gallagher	Overall compliance and reporting	<ul style="list-style-type: none"> a. Is the Department compliant with the core requirements in the Protected Security Policy Framework, <i>INFOSEC 10: Safeguarding information from cyber threats</i> policy? b. Under the Public Governance, Performance and Accountability Act 2013, all non-corporate Commonwealth entities are required to report annually to the Attorney-General on the implementation of the Protected Security Policy Framework (PSPF). Has the Department provided an annual report to the Attorney general in 2015, 2016, 2017, 2018 and 2019 on compliance with the INFOSEC 10 core requirements? 	Written	

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87	PBO	Senator Gallagher	Mandatory 4 implementation	<ul style="list-style-type: none"> a. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 1: application whitelisting? <ul style="list-style-type: none"> i. According to the Essential Eight Maturity Model what is the maturity of application whitelisting implementation? b. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 2: patching applications? <ul style="list-style-type: none"> i. According to the Essential Eight Maturity Model, what is the maturity of patching applications implementation? c. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 3: restriction of administrative privileges? <ul style="list-style-type: none"> i. According to the Essential Eight Maturity Model, what is the maturity of ‘restrict administrative privileges’ implementation? d. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 4: patching operating systems? <ul style="list-style-type: none"> i. According to the Essential Eight Maturity Model, what is the maturity of ‘Patching operating systems’ implementation? 	Written	
88	PBO	Senator Gallagher	Essential 8 implementation	<ul style="list-style-type: none"> a. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (a)</i>: configuring Microsoft Office macro settings? <ul style="list-style-type: none"> i. According to the Essential Eight Maturity Model what is the maturity of ‘configuring Microsoft Office macro settings’ implementation? b. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (b)</i>: user application hardening? <ul style="list-style-type: none"> i. According to the Essential Eight Maturity Model what is the maturity of ‘user application hardening’ implementation? c. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (c)</i>: multi-factor authentication? <ul style="list-style-type: none"> i. According to the Essential Eight Maturity Model what is the maturity of ‘multi-factor authentication’ implementation? 	Written	

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				<p>d. Has the Department implemented Protected Security Policy Framework <i>INFOSEC 10, C.4, 27 (d)</i>: daily backups?</p> <p>i. According to the Essential Eight Maturity Model what is the maturity of 'daily backups' implementation?</p>		
89	PBO	Senator Gallagher	Accountability and funding	<p>a. How many times has the Department conducted a self-assessment of its compliance with the Protected Security Policy Framework Essential Eight mitigation strategies and cyber resilience since 1 July 2013?</p> <p>b. How many independent assessments of its cyber resilience has the Department conducted since 1 July 2013?</p> <p>c. Has the Minister responsible been briefed on cyber security vulnerabilities in the Department networks since 1 July 2013?</p> <p>d. Has an Australian Signals Directorate cyber security sprint team been deployed to the Department since 1 July 2013?</p> <p>e. How much funding has the Department allocated to cyber security each year during 2015, 2016, 2017, 2018 and 2019?</p> <p>f. How many times has there been a physical or cyber intrusion attempt made on the Department's networks that were considered serious enough to warrant an operational response in 2015, 2016, 2017, 2018 and 2019?</p>	Written	
90	DPS	Senator Patrick	Cyber Security Hack - Method	<p>Senator PATRICK: The question goes to whether or not we have the capability to identify who might be hacking. I think that is pretty important capability that we should have, without going into how that capability is exercised. So I am not asking you who it might have been. I am simply trying to get an understanding of whether we know who it might have been.</p> <p>The President: I don't think discussion of our capabilities in a public forum is entirely appropriate either.</p> <p>Senator PATRICK: How was the hack executed? Was it spear-phishing emails?</p> <p>The President: Again, I will take this on notice and take advice on both what is appropriate to disclose, as well as when I have a final—I am awaiting what I will call a layperson's briefing on the report that I read last week. I think I understood</p>	Hansard, pp. 26–27	21/10/2019

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				about 80 to 90 per cent of it, but there were some technical aspects to it, and I want to make sure that what I think I understood was correct. But I will say at this point that there are obviously implications for our future security as a parliament, as well as our cooperation with various agencies. We made that clear at the start of the year when we outlined everything we had done on this. With that proviso I will take that question on notice.		
91	DPS	Senator Patrick	Cyber Security Hack – Access	Senator PATRICK: Understanding that line of response, you may want to take these on notice as well. Is there any evidence that the IT system was compromised with the assistance of a person or persons with authorised access to the system? The President: I will take that on notice.	Hansard, p. 27	21/10/2019
92	DPS	Senator Patrick	Cyber Security Hack – Duration	Senator PATRICK: What was the duration of the hacking? When did it start? How long did it take to close off the incident? The President: I will take all of those on notice.	Hansard, p. 27	21/10/2019
93	DPS	Senator Patrick	Cyber Security Hack - Data	Senator PATRICK: You indicated to the chamber that a small amount of data was taken and none of it was deemed sensitive. How do you define sensitive in a parliamentary context? Does that mean in-camera evidence? The President: Again, I will take that on notice. Some of these matters are obviously subject to the report we received over the last eight days. The President: For example, and unrelated to this, if for example the DPS annual report was taken, I think we would be comfortable in saying that that is not a sensitive document because it is public by nature. So I think, to be fair, it is possible to classify documents in the terms that that statement referred to without their necessarily having to be—it's obvious in some cases. Senator PATRICK: So parliamentarians' emails might be the next level. In camera evidence would be— The President: I will take that on notice.	Hansard, p. 27	21/10/2019
94	DPS	Senator Patrick	Cyber Security Hack – contact	Senator PATRICK: You mentioned in the Senate chamber that a small number of parliamentarians had been contacted because of the data breach. Can you	Hansard, p. 27	21/10/2019

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			with parliamentarians	advise how many have been contacted? The President: I will take that on notice. I can't recall off the top of my head.		
95	DPS	Senator Patrick	Cyber Security Hack – Intelligence agencies	Senator PATRICK: During the investigation of the hacking, did any law enforcement or intelligence agencies have access to the parliamentary system? And if that was the case, was that access supervised? The President: I will take on notice the sort of arrangements. I take the point you are raising, Senator. I understand the point you are raising.	Hansard, pp. 27–28	21/10/2019
96	DPS	Senator Patrick	Five Eyes Parliamentary Alliance	Mr Stinziani: The partnership that we have with the Five Eyes is across a number of aspects. The first is around cybersecurity strategy and making sure that we have a consistent approach to strategy and learnings from each other. The second phase is around intelligence sharing. When incidents occur in our jurisdictions, we are very quick to work with our partner agencies as well to pass on that information and to understand it. Quite often when these incidents occur in one particular jurisdiction there is a risk that it may apply in other jurisdictions as well. So an early warning or a heads up on the nature of that incident and any remediation or prevention that can be taken is always important as well. Senator PATRICK: When did it start? When did the exchanges start? Mr Stinziani: I will have to take the exact date on notice, but we have had that partnership for a number of years.	Hansard, p. 28	21/10/2019
97	DPS	Senator Waters	Disability Action Plan - Update	Senator WATERS: I think most of my questions will not be not to you, as such, Mr President, but to the department. You guys will know what's what. Just to follow-up on the opening statement referencing disability access for the building, can you confirm whether the department has a disability action plan outlining future plans for improving accessibility? Ms Saunders: Yes, we have one that is in draft, but a very close draft. It's very close to completion. It is being updated following the concerns raised Ms Ryan, and we'll be ready to consult on that document shortly. Senator WATERS: What's the time frame for having that in final form? Ms Saunders: We would be hoping to have that out in final form at the beginning	Hansard, pp. 30–31	21/10/2019

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				<p>of next calendar year.</p> <p>Senator WATERS: Will any actions flow from that? Will there be any further modifications to the building? What status will that plan have? What will it enable?</p> <p>Ms Saunders: It covers a number of topics. It focuses on a range of different items of accessibility. It covers, for example, accessibility for employees using IT systems, and it focuses on our recruitment actions. To provide you with further information, I should take that on notice and actually refer to the documents. I'd be really happy to do that.</p>		
98	DPS	Senator Waters	Disability Action Plan - Implementation	<p>Senator WATERS: Okay, sure. Is there an implementation plan associated with that plan?</p> <p>Ms Saunders: Yes.</p> <p>Senator WATERS: What time frame will implementation occur over?</p> <p>Ms Saunders: I'll take that on notice as well.</p>	Hansard, p. 31	21/10/2019
99	DPS	Senator Waters	Sponsored Pass holders – Privacy Interests	<p>Senator WATERS: What are the privacy interests? It's not like we're disclosing personal information; it's just merely whether or not someone has a pass.</p> <p>The President: Whether or not they've got a pass to access the building. I'll look over what's been said in the past. It's always been that way and, essentially, it would not be up to me to unilaterally change it, but it's not something that I've thought needs to be changed. I'd have to consider whether or not people being sponsored by the House would mean they could be disclosed in senate estimates. Obviously, there are issues around the Department of the House of Representatives, members of the House of Representatives. I haven't given any thought to that matter. There may be some sensitivity on that. But I've never seen a reason to change it. I've seen the arguments for people saying it should be published, but that's essentially the only argument I've seen, that some people want it published.</p> <p>Senator WATERS: Could I ask you to reflect further on that and, if you're able to, provide further information that sets out, in your view, the arguments for and against? I'm quite interested in—</p>	Hansard, pp. 31–32	21/10/2019

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				<p>The President: Sure. I won't set out the arguments for; I'll let the advocates do that. I'm happy to explain my position, on notice, if you'd like.</p> <p>Senator WATERS: That would be very useful, thank you.</p>		
100	DPS	Senator Waters	Sponsored Pass holders - Publication	<p>Senator WATERS: Great. And if there were to be a change, would it be possible for either yourself or the department to outline how that change could be given effect too? You mentioned you couldn't do it unilaterally. What would be the process for modifying, making that list public, and, as a secondary issue, whether—</p> <p>The President: Whether or not it's a decision or requires further action, I can come back to you on it.</p>	Hansard, p. 32	21/10/2019
101	DPS	Senator Waters	Surplus Food Donation	<p>Senator WATERS: My recollection was that they took fresh food. I'm not sure that they take meals, as such, but please correct me if I'm wrong.</p> <p>Ms Saunders: I can address that. In 2018-19, DPS donated 3,438 surplus meals to OzHarvest.</p> <p>Senator WATERS: Cooked meals?</p> <p>Ms Saunders: That comprised vacuum-packed, frozen and boxed meals. They are placed in boxes and OzHarvest come and collect them from the loading dock.</p> <p>Senator WATERS: Okay. I'm just interested in the access that—what do you call them? They're called the trough, colloquially, but I think they're technically bain-maries or banquet things.</p> <p>Ms Saunders: Yes. It's also where we have surplus food from events that we hold.</p> <p>Senator WATERS: Perhaps if you can provide me as much information as you can, that would be great.</p> <p>Mr Stefanic: I'll take it on notice, cooked food.</p>	Hansard, p. 33	21/10/2019
102	DPS	Senator Kitching	Temporary Staff	<p>Senator KITCHING: I will ask more questions about that, and I will ask more questions on notice. I want to go onto something related. I have put in other qns about the six months from 31 December 2018 to current, when you have spent \$6.6 million in temporary staff and overtime. This works out to be approximately</p>	Hansard, pp. 41–42	21/10/2019

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				<p>\$275,000 per week. I will ask you to take this on notice because we don't have time, but if we do have a spillover day, I would appreciate your being able to answer these questions, because I would assume you've got this all in whichever HR system you have decided to use, of the two.</p> <p>I would like a breakdown of the spend on temporary personal services for the period 1 January 2019 to 30 June 2019, for each division of the Department of Parliamentary Services, including the office of the secretary. I would like the same breakdown for overtime paid. I would like a breakdown of the overtime paid on a month-by-month basis for 2018 and 2019 to date, for the security branch. I would like a description of your workforce planning processes—I presume you have got a policy in place about that—and how often that workforce planning is reviewed. I think this would be you, Ms Saunders, wouldn't it? When was the last time it was reviewed? Who in the Department of Parliamentary Services is responsible for this task, if it's not you, Ms Saunders? I would like to know the quantity of redundancies in 2018 and 2019 year to date, and I would like a list of these job positions. Because I would like to understand how you have got up to that dollar figure.</p>		
103	DPS	Senator Kitching	Redundancies	<p>Mr Stefanic: Can I just clarify that last part about the positions? What information was that?</p> <p>Senator KITCHING: I would like a list of the job positions for those jobs where you are paying overtime and temporary staff. I would also like to know about the genuine redundancies. I can give you the fair work description of what is a genuine redundancy, but I am sure Ms Saunders will have access to that. I have only accessed it from the fair work website. I am sure you are very familiar with it. And the positions that were made redundant as well.</p> <p>Mr Stefanic: We can provide that information.</p>	Hansard, p. 42	21/10/2019
104	DPS	Senator Kitching	Executive Management	<p>In relation to executive management for the Department and its agencies, can the following be provided for FY 2018-19 and 2019-20 to date:</p> <ol style="list-style-type: none"> a. The total number of executive management positions b. The aggregate total remuneration payable for all executive management 	Written	31/10/2019

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				positions. c. The change in the number of executive manager positions. d. The change in aggregate total remuneration payable for all executive management positions.		
105	DPS	Senator Kitching	Ministerial functions	In relation to any functions or official receptions hosted by Ministers or Assistant Ministers in the portfolio since 1 July 2018, can the following be provided: a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided.	Written	31/10/2019
106	DPS	Senator Kitching	Departmental functions	In relation to expenditure on any functions or official receptions etc hosted by the Department or agencies within the portfolio since 1 July 2018, can the following be provided: a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided.	Written	31/10/2019
107	DPS	Senator Kitching	Executive office upgrades	Have any furniture, fixtures or fittings of the Secretary's office, or the offices of any Deputy Secretaries been upgraded since 1 July 2018. If so, can an itemised list of costs please be provided (GST inclusive).	Written	31/10/2019

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108	DPS	Senator Kitching	Facilities upgrade	<ol style="list-style-type: none"> 1. Were there any upgrades to facility premises at any of the Departments or agencies since 1 July 2018. This includes but is not limited to: staff room refurbishments, kitchen refurbishments, bathroom refurbishments, the purchase of any new fridges, coffee machines, or other kitchen equipment. 2. If so, can a detailed description of the relevant facilities upgrades be provided together with an itemised list of costs (GST inclusive). 3. If so, can any photographs of the upgraded facilities be provided. 	Written	31/10/2019
109	DPS	Senator Kitching	Staff travel	What is the total cost of staff travel for departmental/agency employees for FY 2018-19 and FY 2019-20 to date.	Written	31/10/2019
110	DPS	Senator Kitching	Legal costs	What are the total legal costs for the Department/agency for FY 2018-19 and FY 2019-20 to date.	Written	31/10/2019
111	DPS	Senator Kitching	Secretarial travel	<p>Can an itemised list of the costs of all domestic and international travel undertaken by the Secretary of the Department since 1 July 2018 be provided including:</p> <ol style="list-style-type: none"> a. Flights for the Secretary as well as any accompanying departmental officials, and identify the airline and class of travel. b. Ground transport for the Secretary as well as any accompanying departmental officials. c. Accommodation for the Secretary as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed. d. Meals and other incidentals for the Secretary as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided. e. Any available photographs documenting the Secretary's travel should also be provided. 	Written	31/10/2019

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112	DPS	Senator Kitching	FOI	<ol style="list-style-type: none"> 1. Please list the number of Freedom of Information Act requests ('FOI requests') received by the Department for the following years: <ol style="list-style-type: none"> a. 2013-14; b. 2014-15; c. 2015-16; d. 2016-17; e. 2018-19; and f. 2019-20 to date. 2. For each year above, please provide: <ol style="list-style-type: none"> a. The number of FOI requests the Department granted in full; b. The number of FOI requests the Department granted in part; c. The number of FOI requests the Department refused in full; and d. The number of FOI requests the Department refused for practical reasons under the Freedom of Information Act. 3. For each year above, please also provide: <ol style="list-style-type: none"> a. The number of times the Department failed to make any decision on a FOI request within the 30 day statutory period; and b. The number of times a request to the Department resulted in a practical refusal (i.e. no decision was made on the request). 4. For each year above, please also provide: <ol style="list-style-type: none"> a. The number of times the Department's FOI decisions have been appealed to the OAIC; and b. The number of times has the OAIC overturned – in whole or in part – the Department's decision to refuse access to material. 5. Please provide the staffing (both ASL and headcount) of staff at the Department who work exclusively on FOI requests, broken down by APS level (e.g. three EL1s, four APS6s, one SES) for each of the following years: <ol style="list-style-type: none"> a. 2013-14; b. 2014-15; c. 2015-16; d. 2016-17; e. 2018-19; and 	Written	31/10/2019

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				<p>f. 2019-20 to date.</p> <p>6. For each of the years above, please also list the number of officers who are designated decision makers under the Freedom of Information Act 1982 within the Department.</p> <p>7. In the past 12 months, has the Department seconded additional resources to processing Freedom of Information requests? If so, please detail those resources by APS level.</p> <p>8. Please provide the number of officers who are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office.</p> <p>9. Please provide the number of FOI requests currently under consideration by the Department. Please also provide the number of these requests that are currently overdue in response.</p> <p>10. Does the department consult or inform the Minister when it receives Freedom of Information requests? If so:</p> <p>a. How many times has this occurred in the past twelve months; and</p> <p>b. Please outline the process by which the Department consults the Minister.</p> <p>11. Has the Department consulted or informed another Department or agency about any FOI request in the past twelve months. If so, please provide the legal basis on which that consultation occurred (e.g. third party consultation, transfer of request).</p>		
113	DPS	Senator Kitching	Briefings	<p>Has the Department/agency or the Minister's office provided briefings to independents/minor parties in the Senate or House of Representatives. If so, can the following be provided:</p> <p>a. The subject matter of the briefing.</p> <p>b. The location and date of the briefing.</p> <p>c. Who proposed the briefing.</p> <p>d. Attendees of the briefing by level/position</p>	Written	31/10/2019
114	DPS	Senator	Acting Minister	1. Can the Department provide all leave periods of the portfolio Minister from	Written	31/10/2019

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		Kitching	arrangements	24 August 2018 to date. 2. Can the Department further provide acting Minister arrangements for each leave period.		
115	DPS	Senator Kitching	Departmental staff allowances	Can a list of Departmental/agency allowances and reimbursements available to employees be provided.	Written	31/10/2019
116	DPS	Senator Kitching	Market research	1. Does the Department/agency undertake any polling or market research in relation to government policies or proposed policies. 2. If so, can the Department provide an itemised list of: a. Subject matter b. Company c. Costs d. Contract date period 3. Can the Department/agency advise what, if any, research was shared with the Minister or their office and the date and format in which this occurred.	Written	31/10/2019
117	DPS	Senator Kitching	Advertising and information campaigns	1. What was the Department/agency's total expenditure on advertising and information campaigns for FY 2018-19 and for the current financial year to date. 2. What advertising and information campaigns did the Department/agency run in each relevant period. For each campaign, please provide: a. When approval was first sought. b. The date of approval, including whether the advertising went through the Independent Campaign Committee process. c. the timeline for each campaign, including any variation to the original proposed timeline. 3. Can an itemised list of all Austender Contract Notice numbers for all advertising and information campaign contracts in each period be provided.	Written	31/10/2019
118	DPS	Senator	Promotional	1. What was the Department/agency's total expenditure on promotional	Written	31/10/2019

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		Kitching	merchandise	<p>merchandise for FY 2018-19.</p> <p>2. Can an itemised list of all Austender Contract Notice numbers for all promotional merchandise contracts in that period please be provided.</p> <p>3. Can photographs or samples of relevant promotional merchandise please be provided.</p> <p>4.</p>		
119	DPS	Senator Kitching	Ministerial overseas travel	<p>Can an itemised list of the costs met by the department or agency for all international travel undertaken by Ministers or Assistant Ministers in the portfolio since 1 July 2018 please be provided including:</p> <p>a. Flights for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, together with the airline and class of travel.</p> <p>b. Ground transport for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials.</p> <p>c. Accommodation for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Minister's travel should also be provided.</p>	Written	31/10/2019
120	DPS	Senator Kitching	Social media influencers	<p>1. What was the Department/agency's total expenditure on social media influencers for FY 2018-19 and 2019-20 to date.</p> <p>2. What advertising or information campaigns did the Department/agency use social media influencers to promote.</p> <p>3. Can a copy of all relevant social media influencer posts please be provided.</p>	Written	31/10/2019

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Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
				4. Can an itemised list of all Austender Contract Notice numbers for all relevant social media influencer contracts please be provided		
121	DPS	Senator Kitching	Commissioned Reports and Reviews	<ol style="list-style-type: none"> 1. Since 24 August 2018, how many Reports or Reviews have been commissioned. Please provide details of each report including: <ol style="list-style-type: none"> a. Date commissioned. b. Date report handed to Government. c. Date of public release. d. Terms of Reference. e. Committee members and/or Reviewers. 2. How much did each report cost/or is estimated to cost. 3. The background and credentials of the Review personnel. 4. The remuneration arrangements applicable to the Review personnel, including fees, disbursements and travel 5. The cost of any travel attached to the conduct of the Review. 6. How many departmental staff were involved in each report and at what level. 7. What is the current status of each report. When is the Government intending to respond to each report if it has not already done so. 	Written	31/10/2019
122	DPS	Senator Kitching	Board Appointments	<ol style="list-style-type: none"> 1. Provide an update of portfolio boards, including board title, terms of appointment, tenure of appointment and members. 2. What is the gender ratio on each board and across the portfolio 3. Please detail any board appointments made from 1 July 2018 to date. 4. What has been the total value of all Board Director fees and disbursements paid. 5. What is the value of all domestic travel by Board Directors. 6. What is the value of all international travel by Board Directors 	Written	31/10/2019
123	DPS	Senator Kitching	Appointments – briefs prepared	<ol style="list-style-type: none"> 1. How many times has the Department prepared a brief for statutory authorities, executive agencies, advisory boards, government business enterprises or any other Commonwealth body which includes a reference to a former Liberal or 	Written	31/10/2019

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				<p>National member of parliament at a state, territory or federal level.</p> <p>2. For each brief prepared, can the Department advise:</p> <ol style="list-style-type: none"> a. The former member. b. The board or entity. c. Whether the request originated from the Minister's office. d. Whether the appointment was made. 		
124	DPS	Senator Kitching	Stationery	How much has been spent on ministerial stationery requirements in FY 2018-19 and FY 2019-20 to date.	Written	31/10/2019
125	DPS	Senator Kitching	Media monitoring	<ol style="list-style-type: none"> 1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the each Minister's office for FY 2018-19 and FY 2019-20 to date. <ol style="list-style-type: none"> a. Which agency or agencies provided these services. b. Can an itemised list of Austender Contract notice numbers for any media monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20. 2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for FY 2018-19 and FY 2019-20 to date. <ol style="list-style-type: none"> a. Which agency or agencies provided these services. b. Can an itemised list of Austender Contract Notice numbers for any media monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20. 	Written	31/10/2019
126	DPS	Senator Kitching	Communications staff	<ol style="list-style-type: none"> 1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following: 2. By Department or agency: <ol style="list-style-type: none"> a. How many ongoing staff, the classification, the type of work they undertake and their location. 	Written	31/10/2019

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				<ul style="list-style-type: none"> b. How many non-ongoing staff, their classification, type of work they undertake and their location. c. How many contractors, their classification, type of work they undertake and their location. d. How many are graphic designers. e. How many are media managers. f. How many organise events. 3. Do any departments/agencies have independent media studios. <ul style="list-style-type: none"> a. If yes, why. b. When was it established. c. What is the set up cost. d. What is the ongoing cost. e. How many staff work there and what are their classifications. 		
127	DPS	Senator Kitching	Departmental staff in Minister's office	1. Can the Department provide an update on the total number of departmental staff seconded to ministerial offices, including: <ul style="list-style-type: none"> a. Duration of secondment. b. APS level. 2. Can the Department provide an update on the total number of DLOs/CLOs for ministerial offices including APS level.	Written	31/10/2019
128	DPS	Senator Kitching	CDDA Payments	1. How many claims have been received under the Compensation for Detriment caused by Defective Administration scheme (CDDA) by the Department for FY 2018-19? 2. How many claims were: <ul style="list-style-type: none"> a. Accepted. b. Rejected. c. Under consideration. 3. Of the accepted claims, can the Department provide: <ul style="list-style-type: none"> a. Details of the claim, subject to relevant privacy considerations b. The date payment was made 	Written	31/10/2019

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				c. The decision maker.		
129	No question has been allocated to this number.					
130	DPS	Senator Kitching	Recruitment	<ol style="list-style-type: none"> 1. What amount has been expended by the department/agency on external recruitment or executive search services in FY 2018-19 and FY 2019-20 to date. 2. Which services were utilised. Can an itemised list be provided. 	Written	31/10/2019
131	DPS	Senator Kitching	Staffing	<ol style="list-style-type: none"> 1. How many full-time equivalent staff are engaged at 21 October 2019. How does this differ from the figures presented in Budget Paper 4 in the 2019-20 Budget. 2. How many of these positions are (a) on-going and (b) non-ongoing. 3. How many redundancies have occurred in FY 2018-19 and FY 2019-20 to date. How many were: <ol style="list-style-type: none"> a. voluntary b. involuntary. 4. How many of those redundancies occurred as a result of departmental restructuring. What is the total cost of those redundancies. 5. What was the total value in dollar terms of all termination payments paid to exiting staff. 6. How much overtime or equivalent has been paid to staff in FY 2018-19 and FY 2019-20 to date. 7. How many section 37 notices under the Public Service Act 1999 have been offered in FY 2018-19 and FY 2019-20 to date. 	Written	31/10/2019
132	DPS	Senator Kitching	Comcare	<ol style="list-style-type: none"> 1. For FY 2018-19 and FY2019-20 to date, can the Department advise whether it has been the subject of any investigations involving Comcare. If yes, please provide details of the circumstances and the status. 	Written	31/10/2019

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				2. Can the Department advise the number of sanctions it has received from Comcare in the FY2019-20 to date.		
133	DPS	Senator Kitching	Fair Work Commission	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Fair Work Commission within the Department or agency.	Written	31/10/2019
134	DPS	Senator Kitching	Fair Work Ombudsman	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Fair Work Ombudsman within the Department or agency.	Written	31/10/2019
135	DPS	Senator Kitching	Office of the Merit Protection Commissioner	For FY 2018-19 and FY2019-20 to date, how many references have been made to the Office of the Merit Protection Commissioner within the Department or agency.	Written	31/10/2019
136	DPS	Senator Kitching	Public Interest Disclosures	For FY 2018-19 and FY2019-20 to date, how many public interest disclosures have been received.	Written	31/10/2019
137	DPS	Senator Waters	Unescorted / sponsored access passes to Parliament House	<ol style="list-style-type: none"> 1. How many people currently hold an 'unescorted' security access pass to Parliament House ('orange passes')? 2. How many people who hold an orange pass are listed on the lobbying register? 3. Please provide a list of orange pass holders. If a list cannot be provided, please outline the reasons that this information cannot be released. 4. In response to questions during estimates, the President of the Senate said that any decision to release the list of pass holders would require government authorisation. Please outline who would need to authorise the publication of the list. 	Written	1/11/2019
138	DPS	Senator Gallagher	External Consultants - All	In relation to the use of all external consultants in the Department or agencies within the portfolio, can the following be provided.	Written	4/11/2019

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				<ul style="list-style-type: none"> a. For each of the last six financial years from 2013-14 to 2018-19, the total amount spent on external consultants, including: <ul style="list-style-type: none"> i. contracts tagged as a “consultancy”. ii. contracts not defined as a “consultancy”, but tagged as “business intelligence consulting services”, “information technology consultation services”, “management advisory services”, “management support services”, “organisational structure consultation”, “risk management consultation services” or “strategic planning consultation services” b. The total amount of full time equivalent hours (FTE’s) provided by external consultants in 2018-19. c. The total amount of variances granted to external consultant contracts (including those specified in 1(a)(i) above) in 2018-19. d. A breakdown by consultant, specifications and project completion for 2018-19. 		
139	DPS	Senator Gallagher	External Consultants – Information Technology	<p>In relation to expenditure on information technology in the Department or agencies within the portfolio, can the following be provided.</p> <ul style="list-style-type: none"> a. For each of the last six financial years from 2013-14 to 2018-19, the total amount spent on information technology consultation services b. The total amount of full time equivalent hours (FTE’s) provided by information technology consultation services in 2018-19. c. The total amount contracted to information technology consultation services in 2018-19. d. The total amount of variances granted to information technology consultation services contracts in 2018-19. e. A breakdown by consultant, specifications and project completion for 2018-19. 	Written	4/11/2019
140	DPS	Senator Gallagher	External Contractors – All	<p>In relation to the use of all external contractors in the Department or agencies within the portfolio, can the following be provided:</p> <ul style="list-style-type: none"> a. The total amount spent on all contracts for Management and Business 	Written	4/11/2019

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				<p>Professionals and Administrative Services for each of the last six financial years from 2013-14 to 2018-19.</p> <p>b. The total amount spent on all contracts tagged as “Temporary Personnel Services” for each of the last six financial years from 2013-14 to 2018-19.</p> <p>c. The total number of external contractors employed in 2018-19.</p> <p>d. The aggregate total remuneration payable for all external contractors employed in 2018-19.</p> <p>e. The total number of FTE hours provided by external contractors in 2018-19.</p>		
141	DPS	Senator Gallagher	External Contractors – Information Technology	<p>In relation to the use of external information technology contractors in the Department or agencies within the portfolio, can the following be provided:</p> <p>a. The total amount spent on external contractors for each of the last six financial years from 2013-14 to 2018-19.</p> <p>b. The total number of external contractors employed in 2018-19.</p> <p>c. The aggregate total remuneration payable for all external contractors employed in 2018-19.</p> <p>d. The total number of FTE hours provided by external contractors in 2018-19.</p>	Written	4/11/2019
142	DPS	Senator Gallagher	Grants	<p>Please provide, for all administered and discretionary grant programs administered by each department and agency within the portfolio:</p> <p>a. Name of the administered or discretionary grant program.</p> <p>b. The recipient of the grant.</p> <p>c. The ABN or ACN of the grant recipient.</p> <p>d. The charitable status of the grant recipient.</p> <p>e. Who authorised the grant payment.</p> <p>f. For each year of the budget and forward estimates:</p> <p>i. What is the total funding budgeted for the program;</p> <p>ii. How much funding has been contracted and allocated;</p> <p>iii. How much funding has been contracted but not allocated;</p>	Written	4/11/2019

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				<ul style="list-style-type: none"> iv. How much funding has been committed but not contracted; v. How much funding is uncommitted, uncontracted and unallocated. 		
143	DPS	Senator Gallagher	Cost of APS Staff	The total cost of all staff employed under the Parliamentary Service Act for each of the last six financial years from 2013/14 to 2018/19.	Written	4/11/2019
144	DPS	Senator Gallagher	PSPF – Overall Compliance and reporting	<ol style="list-style-type: none"> 1. Is the Department compliant with the core requirements in the Protected Security Policy Framework, INFOSEC 10: Safeguarding information from cyber threats policy? 2. Under the Public Governance, Performance and Accountability Act 2013, all non-corporate Commonwealth entities are required to report annually to the Attorney-General on the implementation of the Protected Security Policy Framework (PSPF). Has the Department provided an annual report to the Attorney general in 2015, 2016, 2017, 2018 and 2019 on compliance with the INFOSEC 10 core requirements? 	Written	4/11/2019
145	DPS	Senator Gallagher	PSPF - Mandatory 4 implementation	<ol style="list-style-type: none"> 1. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 1: application whitelisting? <ul style="list-style-type: none"> a. According to the Essential Eight Maturity Model what is the maturity of application whitelisting implementation? 2. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 2: patching applications? <ul style="list-style-type: none"> a. According to the Essential Eight Maturity Model, what is the maturity of patching applications implementation? 3. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 3: restriction of administrative privileges? <ul style="list-style-type: none"> a. According to the Essential Eight Maturity Model, what is the maturity of 'restrict administrative privileges' implementation? 4. Has the Department implemented Protected Security Policy Framework INFOSEC 10, requirement 4: patching operating systems? <ul style="list-style-type: none"> a. According to the Essential Eight Maturity Model, what is the maturity of 	Written	4/11/2019

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				‘Patching operating systems’ implementation?		
146	DPS	Senator Gallagher	PSPF - Essential 8 implementation	<ol style="list-style-type: none"> 1. Has the Department implemented Protected Security Policy Framework INFOSEC 10, C.4, 27 (a): configuring Microsoft Office macro settings? <ol style="list-style-type: none"> a. According to the Essential Eight Maturity Model what is the maturity of ‘configuring Microsoft Office macro settings’ implementation? 2. Has the Department implemented Protected Security Policy Framework INFOSEC 10, C.4, 27 (b): user application hardening? <ol style="list-style-type: none"> a. According to the Essential Eight Maturity Model what is the maturity of ‘user application hardening’ implementation? 3. Has the Department implemented Protected Security Policy Framework INFOSEC 10, C.4, 27 (c): multi-factor authentication? <ol style="list-style-type: none"> a. According to the Essential Eight Maturity Model what is the maturity of ‘multi-factor authentication’ implementation? 4. Has the Department implemented Protected Security Policy Framework INFOSEC 10, C.4, 27 (d): daily backups? <ol style="list-style-type: none"> a. According to the Essential Eight Maturity Model what is the maturity of ‘daily backups’ implementation? 	Written	4/11/2019
147	DPS	Senator Gallagher	PSPF - Accountability and funding	<ol style="list-style-type: none"> 1. How many times has the Department conducted a self assessment of its compliance with the Protected Security Policy Framework Essential Eight mitigation strategies and cyber resilience since 1 July 2013? 2. How many independent assessments of its cyber resilience has the Department conducted since 1 July 2013? 3. Has the Minister responsible been briefed on cyber security vulnerabilities in the Department networks since 1 July 2013? 4. Has an Australian Signals Directorate cyber security sprint team been deployed to the Department since 1 July 2013? 5. How much funding has the Department allocated to cyber security each year during 2015, 2016, 2017, 2018 and 2019? 6. How many times has there been a physical or cyber intrusion attempt made on 	Written	4/11/2019

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				the Department's networks that were considered serious enough to warrant an operational response in 2015, 2016, 2017, 2018 and 2019?		
148	DPS	Senator Kitching	Guidelines Relating to Official Gifts Received	Please provide an itemised account of all payments made to the Collector of Public Monies by Ministers pursuant to the <i>Guidelines relating to Official Gifts Received</i> in FY 2018-19 and 2019-20 to date.	Written	31/10/2019
149	Department of the Senate	Senator Kitching	Guidelines Relating to Official Gifts Received	Please provide an itemised account of all payments made to the Collector of Public Monies by Ministers pursuant to the <i>Guidelines relating to Official Gifts Received</i> in FY 2018-19 and 2019-20 to date.	Written	31/10/2019
150	PBO	Senator Kitching	Guidelines relating to Official Gifts Received	Please provide an itemised account of all payments made to the Collector of Public Monies by Ministers pursuant to the <i>Guidelines relating to Official Gifts Received</i> in FY 2018-19 and 2019-20 to date.	Written	31/10/2019
151	DPS	Senator Kitching	Additional 2020 resources	Senator Kitching: By 'extra resources', how many FTEs were put on? The President: I can't recall. Mr Stinziani: We certainly put a number of people on. I can't give you the exact number; I will take the exact number on notice. We certainly brought in people who are specialist service-desk people, and we also allocated other staff from other specialist areas to man the service desk.	Hansard, p. 59	14/11/2019
152	DPS	Senator Kitching	Password resets	Senator Kitching: Once you introduced the form, was it then applied consistently? The President: What do you mean, Senator Kitching? Senator Kitching: There seems to have been different levels—for example, people phoned in and no regard was given to that form or whether that form had been filled in.	Hansard, p. 60	14/11/2019

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				<p>The President: You mean when the reset happened?</p> <p>Senator Kitching: When a password expires, people—</p> <p>The President: Okay, this is post the reset. This is when a password normally expires or—</p> <p>Senator Kitching: And that being allowed without the form.</p> <p>The President: To clarify the question: you are asking the officials, 'When have staff been allowed to reset passwords for their senators or members without that form having been signed?' Is that correct?</p> <p>Senator Kitching: Yes.</p> <p>Mr Stefanic: We'll have to take that on notice.</p>		
153	DPS	Senator Kitching	Identity verification	<p>Senator Kitching: I think it was on 15 February that you instituted a formalisation of the authority to reset a parliamentarian's password process. Since then there have been a number of instances where people have been able to phone in. Given you've attempted to formalise the process, if anyone can phone in and there is no identification process—which obviously the form takes care of, to some extent—where is the security and where is the consistency in the application of password change?</p> <p>Mr McKenzie: The exact process we use to verify the identity I will take on notice and provide more information on...</p>	Hansard, p. 61	14/11/2019
154	DPS	Senator Lambie	Sponsored passholders - access to APH	<p>Senator Lambie: On average, how many orange passholders swipe into Parliament House when both houses are sitting?</p> <p>The President: I'll take that on notice to look at. We definitely won't have that sort of data handy.</p> <p>Senator Lambie: No, no—</p> <p>The President: But we also, historically, have been very careful about publication of logs of any of the passes being used. So I'll take it on notice, but I'll make sure that what we answer is consistent with past practice. I don't know if we've ever answered on number of swipes in and out of the building. I just don't know, to be honest.</p>	Hansard p. 63	14/11/2019

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155	DPS	Senator Lambie	Sponsored passholders - numbers	Senator Lambie: Would I also be able to get, on notice, the names of the parliamentarians who sponsored at least one pass in the previous parliament and the number of passes that they sponsored? The President: I'll take it on notice, again, and see what, historically, has been provided....	Hansard p. 63	14/11/2019
156	DPS	Senator Lambie	Sponsored passholders - organisations	Senator Lambie: Would I also be able to get, on notice, the list of the organisations that employ people who hold orange passes and the number of employees per organisation with a pass? The President: We've, historically, not published the data around who holds sponsored passes. So I'll take it on notice, but, again, I flag that I'll answer with what I believe has been past practice, after discussions with the Speaker.	Hansard pp. 63-64	14/11/2019
157	DPS	Senator Lambie	Sponsored passholders – previous sponsorship	Senator Lambie: How many people reapply for a pass after it's expired? What's the average length of time that a person holds a pass? What's the, I guess, uptake of them continuing to have that pass? Is it three years for a pass? The President: It is. A lot of people reapply. Again, we wouldn't have data around that handy. 'How many people with current passes have previously held a pass?' is, I suppose, the data interrogation question. I will take that on notice again in the context of what we have historically provided. My guess would be that it is quite a lot.	Hansard p. 66	14/11/2019
158	DPS	Senator Kitching	Outlook Data	Senator Kitching: I would suggest to you that all those categories were available to be seen. What period of time was this personal employment information visible to APH email users? Mr Stinziani: I'll have to take that on notice.	Hansard p. 67	14/11/2019
159	DPS	Senator Kitching	New Storage Arrangements	Senator Kitching: What consideration has been given to the way in which the new storage arrangement will intersect with parliamentary privilege? Mr Stinziani: Parliamentary privilege doesn't change. Senator Kitching: And you consulted with the presiding officers?	Hansard p. 73	14/11/2019

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Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd												
				Mr Stinziani: On the privacy issue. In terms of directly consulting with the presiding officers around that, I'll have to confirm that. I don't think we did.														
160	DPS	Senator Kitching	Digital Strategy	<p>In question on notice number 23 from 2018-19 Supplementary Budget Estimates, the Department provided the following table with respect to the completion timeline for the digital strategy:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tbody> <tr> <td>Initial drafting</td> <td>1-30 September 2018</td> </tr> <tr> <td>Internal review</td> <td>1-31 October 2018</td> </tr> <tr> <td>External review (PICTAB, Department Heads)</td> <td>End December 2018</td> </tr> <tr> <td>Finalisation</td> <td>Prior to 30 June 2019</td> </tr> <tr> <td>Implementation</td> <td>Beginning 1 July 2019</td> </tr> <tr> <td>Roadmap development</td> <td>Aim to be completed by September 2019.</td> </tr> </tbody> </table> <p>(a) When was the initial drafting completed? (b) When was the internal review completed? (c) When was the external review completed? (d) When was finalisation completed? (e) When did implementation begin? (f) What is the status of implementation? (g) When was the roadmap development completed? (h) Can a copy of the roadmaps be provided? (i) What processes have been put in place to ensure execution of the digital strategy does not face delays like we saw in the building works on the House and Senate entrances?</p>	Initial drafting	1-30 September 2018	Internal review	1-31 October 2018	External review (PICTAB, Department Heads)	End December 2018	Finalisation	Prior to 30 June 2019	Implementation	Beginning 1 July 2019	Roadmap development	Aim to be completed by September 2019.	Written	21/11/2019
Initial drafting	1-30 September 2018																	
Internal review	1-31 October 2018																	
External review (PICTAB, Department Heads)	End December 2018																	
Finalisation	Prior to 30 June 2019																	
Implementation	Beginning 1 July 2019																	
Roadmap development	Aim to be completed by September 2019.																	

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161	DPS	Senator Kitching	Acting Secretary	For each occasion since 1 July 2018, please advise: (a) the dates on which an acting secretary was in place and the duration; (b) who held the position of acting secretary; and (c) the date the Presiding Officers were advised the Secretary would be absent.	Written	21/11/2019
162	DPS	Senator Kitching	Protester on the roof – 11 November 2019	(a) At what time was the individual discovered on the roof of Parliament House? (b) Who raised the alarm? (c) When was the AFP notified? (d) Can the Department confirm that it followed procedure with respect to this incident? (e) How much has been spent on security works to build a perimeter fence around Parliament House? (f) Why has an incident such as this occurred following this astronomical and, in the case of the fence, regularly maligned expenditure? (g) How many individuals have managed to climb onto the roof in the past? (h) Following this incident, what immediate steps did the Department take to address this issue? (i) Will a review of the incident take place? Will those results be provided to the Committee or the Presiding officers?	Written	21/11/2019
163	No question has been allocated to this number.					
164	No question has been allocated to this number.					
165	DPS	Senator Kitching	Internal Financial Management – Executive Committee	1 Who comprises the Department’s executive committee?	Written	21/11/2019

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Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
166	DPS	Senator Kitching	Internal Financial Management – Internal Budgets	2 Can the Department provide a list of all internal budgets it prepares and manages, together with an explanation as to the purpose of each budget.	Written	21/11/2019
167	DPS	Senator Kitching	Internal Financial Management – Capital Administered Budget	3 In relation to the 2019-20 DPS Capital Administered Budget: (a) when was it first drafted? (b) when was it approved? (c) when was it sent to the executive committee? (d) what feedback or requests for revisions has the executive committee requested? (e) when were those revisions made to the budget? (f) is the budget now operational?	Written	21/11/2019
168	DPS	Senator Kitching	Internal Financial Management – Project teams	4 Can the Department provide a list of all individual project teams detailing: (a) which division in the Department it operates; (b) the date each project team was requested to draft its capital works plan; (c) the date each project team submitted its capital works plan; and (d) the date each project team capital works plan was incorporated into the 2019-20 DPS Capital Administered Budget.	Written	21/11/2019
169	DPS	Senator Kitching	Internal Financial Management - Projects	5 Can the Department provide a list of all projects that haven't yet been approved and the date each was submitted for approval.	Written	21/11/2019
170	DPS	Senator Kitching	Internal Financial Management - Secretary	6 How many budgets are under the management of the Secretary but which approval remains outstanding?	Written	21/11/2019
171	DPS	Senator Kitching	Internal Financial Management – Deputy Secretary	7 How many budgets are under the management of the Deputy Secretary but which approval remains outstanding?	Written	21/11/2019

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Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
172	DPS	Senator Kitching	Internal Financial Management - Librarian	8 How many budgets are under the management of the Parliamentary Librarian but which approval remains outstanding?	Written	21/11/2019
173	DPS	Senator Kitching	Internal Financial Management - CIO	9 How many budgets are under the management of the Chief Information Officer but which approval remains outstanding?	Written	21/11/2019
174	DPS	Senator Kitching	Internal Financial Management - BSD	10 How many budgets are under the management of the Acting First Assistant Secretary Building & Security Division but which approval remains outstanding?	Written	21/11/2019
175	DPS	Senator Kitching	Internal Financial Management - COO	11 How many budgets are under the management of the Chief Operating Officer but which approval remains outstanding?	Written	21/11/2019
176	DPS	Senator Kitching	Internal Financial Management – Budget management	12 In relation to the 2019-20 DPS Capital Administered Budget, can the Department comprehensively detail the projects that have been affected due to the delayed budget management?	Written	21/11/2019
177	DPS	Senator Kitching	Senate Doors	Since the reopening of the Senate entrance on 20 August 2019: (a) How many complaints have been received regarding the malfunctioning Senate doors? (b) On how many occasions have the doors have had to be attended to by external contractors? (c) What has been spent on the Senate doors including production, installation and numerous adjustments?	Written	21/11/2019
178	No question has been allocated to this number.					

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Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
179	DPS	Senator Kitching	Internal SES review – Deputy Secretary	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 1 Can a status update be provided with respect to the temporary senior position created by the Secretary of Deputy Secretary?	Written	21/11/2019
180	DPS	Senator Kitching	Internal SES review – Chief of staff	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 2 Can a status update be provided with respect to the temporary senior position created by the Secretary of Chief of Staff?	Written	21/11/2019
181	DPS	Senator Kitching	Internal SES review - effectiveness	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 3 Can the Secretary detail the processes that were put in place to evaluate the effectiveness of these two newly created positions?	Written	21/11/2019
182	DPS	Senator Kitching	Internal SES review – Senior Executive Positions	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 4 What progress has the Secretary made with the review of all senior executive positions?	Written	21/11/2019
183	DPS	Senator Kitching	Internal SES review – Organisational chart	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 5 When is it expected a revised organisational chart will be released detailing a revised structure of the senior positions in the Department?	Written	21/11/2019
184	DPS	Senator Kitching	Internal SES review – Senior Executive positions	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 6 In or about October 2018 when the Secretary created the two temporary senior executive positions of Deputy Secretary and Chief of Staff, what was the annual monetary value of the remuneration for these two positions?	Written	21/11/2019

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Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
185	DPS	Senator Kitching	Internal SES review – position descriptions	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 7 Please provide position descriptions for the Chief of Staff and Deputy Secretary positions.		
186	DPS	Senator Kitching	Internal SES review - Structure	In April 2019, the Secretary indicated that he would be conducting a review of the structure. 8 Are there any plans presently in motion to outsource, expand or reduce personnel numbers in any section of the Department? If so, please provide details about decision making, timeframes, numbers and desired outcomes.	Written	21/11/2019
187	No question has been allocated to this number.					
188	No question has been allocated to this number.					
189	DPS	Senator Kitching	Preparation for Senate Estimates	3 On how many occasions has the Department engaged an external training/coaching provider to conduct and deliver estimates training to senior executives? 4 When was the last engagement?	Written	21/11/2019
190	No question has been allocated to this number.					
191	No question has been allocated to this number.					
192	No question has been allocated to this number.					

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Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
193	DPS	Senator Kitching	Building security passes - Expiries	1 Can the Department explain how it manages upcoming expiries of security passes?	Written	21/11/2019
194	DPS	Senator Kitching	Building security passes – contractors	2 Who is responsible for managing the renewal of the passes for external contractors, such as the cleaners?	Written	21/11/2019
195	DPS	Senator Kitching	Building security passes - timeframe	3 What is the average timeframe for the Pass Office to process pass renewals once all information has been provided?	Written	21/11/2019
196	DPS	Senator Kitching	Building security passes – times and procedures	4 Is the Department content with the existing turnaround times and procedures, particularly for building occupants and permanent contractors such as the cleaners?	Written	21/11/2019
197	DPS	Senator Kitching	Building security passes – processes	5 When was the last time the Department reviewed resourcing and processes in the Pass Office?	Written	21/11/2019
198	DPS	Senator Kitching	Comcare sanctions	Between 1 April 2019 and 21 November 2019, has the Department received any formal sanctions from Comcare for failing to adhere to the law?	Written	21/11/2019
199	DPS	Senator Kitching	CCTV Code of Practice – Code of practice	1 Can the Department advise if there have been any alterations to the Closed-Circuit Television Code of Practice effective 18 June 2018? If yes, provide details.	Written	21/11/2019
200	DPS	Senator Kitching	CCTV Code of Practice - Investigator	2 With reference to Senate question on notice number 1194 and Additional Estimates 2018-19 question on notice 23, the Department indicated that there was one alleged and one investigated breach of the CCTV Code of Practice in 2018-19 year to 13 December 2018. Clause 14.2 of the Code states: <i>14.2 Suspected or actual breaches of the Code must be reported to the</i>	Written	21/11/2019

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				<p><i>Director Policy and Governance who will then report it to the Assistant Secretary, Security Branch as soon as practicable. A register of all suspected and actual breaches will be maintained and reported to the Presiding Officers through the SMB.</i></p> <p>The Department indicated that the alleged breach was reported to the Director Policy and Governance on 4 September 2018, and the alleged breach was reported to the Assistant Secretary Security Branch on 4 September 2018.</p> <p>Clause 14.3 of the Code states: <i>14.3 An alleged breach of the Code must be subject to proper investigation by an independent investigator appointed by the Assistant Secretary, Security Branch. The investigator will be responsible for providing a report including recommendations to the Assistant Secretary, Security Branch for further action.</i> [Emphasis added]</p> <p>The Department indicated that “an independent investigator was not engaged.” Can the Department explain why the then Assistant Secretary Security Branch failed to appoint an independent investigator, as the Code very clearly dictates?</p>			
201	DPS	Senator Kitching	CCTV Code of Practice - Protocols	3	Why does the Department continue to breach its own protocols and codes directly relating to matters of parliamentary privilege?	Written	21/11/2019
202	DPS	Senator Kitching	CCTV Code of Practice - privileges	4	Would breaches relating to potential matters of parliamentary privilege be referred to the committee of privileges of the appropriate house?	Written	21/11/2019
203	DPS	Senator Kitching	CCTV Code of Practice – alert	5	Is the Department proactive in identifying potential incursions, or does it wait until a parliamentarian discovers their privileges have been trampled	Written	21/11/2019

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				upon because they have been alerted in some way other than an official way, such as by a whistle blower?		
204	DPS	Senator Kitching	CCTV Code of Practice - breaches	6 Since 1 January 2019, have there been any alleged, investigated and/or substantiated breaches? (a) If yes, when was each reported to the Director Policy and Governance? (b) If yes, when was each reported to the Assistant Secretary Security Branch? (c) If yes, when was an independent investigator appointed by the Assistant Secretary Security Branch? (d) If yes, what was the determination of each breach?	Written	21/11/2019
205	DPS	Senator Kitching	Mistreatment of a person with a disability – 17 September 2019 - meeting	1 Did a meeting take place between the Department and Ms Christina Ryan on 29 October 2019? 2 If yes, who from Department was in attendance?	Written	21/11/2019
206	DPS	Senator Kitching	Mistreatment of a person with a disability – 17 September 2019 - processes	3 What processes are in place to assist visitors with additional access requirements through security?	Written	21/11/2019
207	DPS	Senator Kitching	Mistreatment of a person with a disability – 17 September 2019 – cultural sensitivity	4 Could the Department describe the cultural and sensitivity training parliamentary security staff complete to ensure they respectfully screen visitors? 5 How often does this training occur to ensure to address staff turnover?	Written	21/11/2019

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208	DPS	Senator Kitching	Mistreatment of a person with a disability – 17 September 2019 - AND	6 Can a copy of the Australian Network on Disability’s communication with the Department regarding suggested revisions to security screening procedures be provided?	Written	21/11/2019
209	DPS	Senator Kitching	Mistreatment of a person with a disability – 17 September 2019 – AND suggestions	7 When were the suggestions made by the Australian Network on Disability to the Department’s screening procedures? 8 How and when were relevant staff briefed?	Written	21/11/2019
210	DPS	Senator Kitching	Mistreatment of a person with a disability – 17 September 2019 - screening	9 Similar to airport facilities, can the Department indicate the location of the private space in the security screening area at the main entrance where visitors can be taken aside for their comfort? If there is no such space, given the Department has spent millions of dollars on security and building upgrades, explain why this was not considered. 10 How would someone who arrived at the security screening area wearing religious garments be treated? 11 Can they request to be screened in a private area? 12 Can they request to be screened by a person of the same gender?	Written	21/11/2019
211	DPS	Senator Kitching	Mistreatment of a person with a disability – 17 September 2019 – complaints handling	13 How many complaints has the Department received for poor treatment of people with disability?	Written	21/11/2019

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212	DPS	Senator Kitching	Feathered enforcement team	<p>1 How often do Floyd (female falcon), Wot (barking owl) and Tilley (goshawk) patrol the grounds at Parliament House?</p> <p>2 Has their presence made a noticeable difference to the quantity of magpies and ducks when they are on patrol?</p> <p>3 What about when the three raptors are not present at Parliament House, has there been a noticeable difference to the quantity of magpies and ducks?</p> <p>4 Has expert advice has been obtained regarding alternative methods to keep rogue magpies away? If yes, can a copy be provided?</p> <p>5 Can the Department advise how much it has spent to date on fake birds, bird kites and related items, including the engagement of Floyd, Wot and Tilley and their handlers?</p> <p>6 Have there been any injuries as a direct result of swooping birds?</p>	Written	21/11/2019
213	No question has been allocated to this number.					
214	DPS	Senator Kitching	Communication team	<p>1 Can the Department advise what tasks the communication team is responsible for?</p>	Written	21/11/2019
215	No question has been allocated to this number.					
216	No question has been allocated to this number.					

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217	No question has been allocated to this number.					
218	No question has been allocated to this number.					
219	No question has been allocated to this number.					
220	DPS	Senator Kitching	Annual Report 2018-19	(a) Did the Department engage external consultants with respect to the preparation of the report? (b) If yes, what was the cost? (c) If yes, who provided the services?	Written	21/11/2019
221	DPS	Senator Kitching	Monies owed to APH Catering	(a) As at 15 November 2019, how much was owed on account to APH Catering? (b) How many outstanding debts are: <ul style="list-style-type: none"> • Less than \$5,000? • Between \$5,000 and \$10,000 dollars? • Between \$10,000 and \$20,000 dollars? • Between \$20,000 and \$50,000 dollars? • Over \$50,000 dollars? 	Written	21/11/2019
222	DPS	Senator Kitching	Department-wide mandatory training	Please provide a comprehensive list of all mandatory training courses across the Department, including the following detail: (a) the theme of the training; (b) whether each training course is conducted internally (by an employee or employees of the Department) or externally (where an external provider is engaged); (c) the timeframe in which the training must be completed;	Written	21/11/2019

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				<p>(d) employees across which divisions are required to undertake each training; and</p> <p>(e) statistics as to non-compliance for each of financial year 2019-20 to date.</p>		
223	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	<p>1 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres:</p> <p>(a) Did the Department consult with the President of the Senate about these changes before 24 October 2019?</p> <p>(b) If so, on what dates did this consultation occur?</p> <p>(c) Was parliamentary privilege raised during this consultation?</p>	Written	21/11/2019
224	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	<p>2 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres:</p> <p>(a) Did the Department consult with the Speaker of the House of Representatives about these changes before 24 October 2019?</p> <p>(b) If so, on what dates did this consultation occur?</p> <p>(c) Was parliamentary privilege raised during this consultation?</p>	Written	21/11/2019
225	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	<p>3 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres:</p> <p>(a) Did the Department consult with the House of Representatives Standing Committee of Privileges and Members' Interests about these changes before 24 October 2019?</p> <p>(b) If so, on what dates did this consultation occur?</p> <p>(c) Was parliamentary privilege raised during this consultation?</p>	Written	21/11/2019

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226	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	4 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres: (a) Did the Department consult with the Senate Standing Committee of Privileges about these changes before 24 October 2019? (b) If so, on what dates did this consultation occur? (c) Was parliamentary privilege raised during this consultation?	Written	21/11/2019
227	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	5 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres: (a) Does the Memorandum of Understanding on the execution of search warrants in the premises of Members of Parliament between the Attorney-General, the Minister for Justice and Customs, the Speaker of the House of Representatives and the President of the Senate apply to the data of the Parliament, its committees, Members and Senators and their staff held at Microsoft data centres? (b) If so, what specific provision of the Memorandum guarantees that application? (c) How does the Memorandum apply? (d) Have any discussions been held with state police forces that may have territorial jurisdiction where data is stored? (e) What arrangements would apply for the protection of the privileges of the Parliament in such circumstances?	Written	21/11/2019
228	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	6 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres: (a) If Microsoft or the Department receive a request from law enforcement	Written	21/11/2019

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				<p>agencies or other agencies for access to data belonging to the House of Representatives, House of Representatives committees, joint parliamentary committees, or a Member (including staff of a Member), will the Speaker be notified before any data is accessed or provided?</p> <p>(b) If so, what arrangements has the Department entered into to ensure this?</p> <p>(c) Are those arrangements with the Attorney-General, the Minister for Home Affairs, the Australian Federal Police, Microsoft and/or the House of Representatives?</p> <p>(d) Can a copy of the relevant documentation for those arrangements be provided?</p> <p>(e) Have any discussions been held with state police forces that may have territorial jurisdiction where data is stored?</p> <p>(f) What arrangements would apply for the protection of the privileges of the Parliament in such circumstances?</p>		
229	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	<p>7 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres:</p> <p>(a) If Microsoft or the Department receive a request from law enforcement agencies or other agencies for access to data belonging to the Senate, Senate committees, joint parliamentary committees, or a Senator (including staff of a Senator), will the President be notified before any data is accessed or provided?</p> <p>(b) If so, what arrangements has the Department entered into to ensure this?</p> <p>(c) Are those arrangements with the Attorney-General, the Minister for Home Affairs, the Australian Federal Police, Microsoft and/or the Senate?</p> <p>(d) Can a copy of the relevant documentation for those arrangements be provided?</p> <p>(e) Have any discussions been held with state police forces that may have territorial jurisdiction where data is stored?</p> <p>(f) What arrangements would apply for the protection of the privileges of the</p>	Written	21/11/2019

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				Parliament in such circumstances?		
230	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	<p>8 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres:</p> <p>(a) If Microsoft or the Department receive a request from law enforcement agencies or other agencies for access to data belonging to a Member (including staff of a Member) or a House committee or joint parliamentary committee of which the Member is a member, will the Member be notified before any data is accessed or provided?</p> <p>(b) If so, what arrangements has the Department entered into to ensure this?</p> <p>(c) Are those arrangements with the Attorney-General, the Minister for Home Affairs, the Australian Federal Police, Microsoft and/or the House of Representatives?</p> <p>(d) Can a copy of the relevant documentation for those arrangements be tabled?</p> <p>(e) Have any discussions been held with state police forces that may have territorial jurisdiction where data is stored?</p> <p>(f) What arrangements would apply for the protection of the privileges of the Parliament in such circumstances?</p>	Written	21/11/2019
231	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	<p>9 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres:</p> <p>(a) If Microsoft or the Department receive a request from law enforcement agencies or other agencies for access to data belonging to a Senator (including staff of a Senator) or a Senate committee or joint parliamentary committee of which the Senator is a member, will the Senator be notified before any data is accessed or provided?</p> <p>(b) If so, what arrangements has the Department entered into to ensure this?</p>	Written	21/11/2019

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				<p>(c) Are those arrangements with the Attorney-General, the Minister for Home Affairs, the Australian Federal Police, Microsoft and/or the Senate?</p> <p>(d) Can a copy of the relevant documentation for those arrangements be tabled?</p> <p>(e) Have any discussions been held with state police forces that may have territorial jurisdiction where data is stored?</p> <p>What arrangements would apply for the protection of the privileges of the Parliament in such circumstances?</p>		
232	DPS	Senator Kitching	Windows 10, Office 365 and parliamentary privilege	<p>10 With reference to the questioning at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 relating to the transition to Windows 10 and Office 365 and the storage of the data of the Parliament, its committees, Members and Senators and their staff at Microsoft data centres:</p> <p>(a) Have the staff which operate the Microsoft data centres undergone any training in relation to parliamentary privilege?</p> <p>(b) If not, why not?</p> <p>(c) If so, how many staff have undergone that training?</p> <p>(d) Was any documentation provided as part of that training?</p> <p>(e) Can a copy of that training documentation be provided?</p>	Written	21/11/2019
233	DPS	Senator Kitching	Electronic Access Control System	<p>1 With reference to the statement by the President of the Senate at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 in relation to the offsite storage of EACS data:</p> <p>(a) Where is the offsite data in relation to the EACS (Electronic Access Control System) held?</p> <p>(b) Who holds this data offsite?</p> <p>(c) On what date was this data first held offsite?</p> <p>(d) Have there been any data breaches in relation to this offsite data?</p>	Written	21/11/2019
234	DPS	Senator Kitching	Electronic Access Control System	<p>2 With reference to the statement by the President of the Senate at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 in relation to the offsite storage of EACS data:</p>	Written	21/11/2019

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE SUPPLEMENTARY BUDGET ESTIMATES 2019–20
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd
				<ul style="list-style-type: none"> (a) If the holder of this offsite EACS data or the Department receive a request from law enforcement agencies or other agencies for access to data related to a Member's Parliament House suite, will the Member be notified before any data is accessed or provided? (b) If so, what arrangements has the Department entered into to ensure this? (c) Are those arrangements with the Attorney-General, the Minister for Home Affairs, the Australian Federal Police, Microsoft and/or the House of Representatives? (d) Can a copy of the relevant documentation for those arrangements be provided? (e) Have any discussions been held with state police forces that may have territorial jurisdiction where data is stored? (f) What arrangements would apply for the protection of the privileges of the Parliament in such circumstances? 		
235	DPS	Senator Kitching	Electronic Access Control System	<p>3 With reference to the statement by the President of the Senate at the Department's Supplementary Budget Estimates Hearing on 14 November 2019 in relation to the offsite storage of EACS data:</p> <ul style="list-style-type: none"> (a) If the holder of this offsite EACS data or the Department receive a request from law enforcement agencies or other agencies for access to data related to a Senator's Parliament House suite, will the Senator be notified before any data is accessed or provided? (b) If so, what arrangements has the Department entered into to ensure this? (c) Are those arrangements with the Attorney-General, the Minister for Home Affairs, the Australian Federal Police, Microsoft and/or the Senate? (d) Can a copy of the relevant documentation for those arrangements be tabled? (e) Have any discussions been held with state police forces that may have territorial jurisdiction where data is stored? (f) What arrangements would apply for the protection of the privileges of the Parliament in such circumstances? 	Written	21/11/2019