

Senate Community Affairs Committee
ANSWERS TO ESTIMATES QUESTIONS ON NOTICE
Social Services Portfolio
2014-15 Budget Estimates Hearings

Outcome Number: Cross Outcome - Across Programs

Question No: 840

Topic: Report Printing

Hansard Page: Written

Senator Ludwig asked:

Have any reports, budget papers, statements, white papers or report-like documents printed for or by the department been pulped, put in storage, shredded or disposed of?

a) If so please give details; name of report, number of copies, cost of printing, who order the disposal, reason for disposal.

Answer:

Storage

The department has a contract with National Mailing & Marketing Pty Limited (NMM) for offsite management and storage of publications and other materials.

On 6 May 2014 all Ageing and Aged Care publications and merchandise were transferred from the former Department of Health and ageing's storage facility to NMM.

The department has not placed any other report-like documents in storage since that date.

Disposal

Disposal is used to limit storage costs by securely recycling obsolete reports. The following documents were securely recycled under the National Mailing & Marketing Pty Limited contract during the period 28 February to 31 May 2014:

Name of product	Number of copies	Who authorised disposal
2011-2012 Portfolio Budget Kit	530	The Senior Contract Manager in Communication and Media Branch authorises disposal
2011-12 FaHCSIA Annual Report	144	
2012-13 Portfolio Budget Kit	37	
Occasional Paper #2	675	
Research & Evaluation Framework	96	
Protecting Children is Everyone's Business – Second Three Year Action Plan 2012	709	

The department does not maintain records of the original printing costs of disposed documents.

The department does not maintain records of documents placed in secure recycling or shredder bins across the department.