

Senate Community Affairs Committee

ANSWERS TO ESTIMATES QUESTIONS ON NOTICE

HEALTH PORTFOLIO

Supplementary Budget Estimates 2014 - 2015, 22 October 2014

Ref No: SQ14-001356

OUTCOME: 0 - Whole of Portfolio

Topic: Procedure Manuals - Departmental

Type of Question: Written Question on Notice

Senator: Ludwig, Joe

Question:

- 1) Does the department have a procedure manual for communication between the department and the Minister? If yes please provide a copy; and
- 2) When was the manual last updated?
- 3) Who is responsible for updating the manual?
- 4) Has the Minister's office had any input into the content of the manual? If so, please detail.
- 5) Who is the manual distributed to?
- 6) Is anyone responsible for clearing communications before they are sent to the Minister or the Minister's office.

Answer:

No.