

**Senate Standing Committee on Environment and Communications**  
**Answers to Senate Estimates Questions on Notice**  
**Additional Estimates Hearings February 2016**  
**Communications Portfolio**  
**Screen Australia**

**Question No: 214(l)**

**Screen Australia**

**Hansard Ref: Written, 19/02/2016**

**Topic: Documents provided to Minister**

**Senator Ludwig, Joe asked:**

1. Excluding policy or correspondence briefs, how many documents are provided to the Minister's office on a regular and scheduled basis? Including documents that are not briefs to the minister and do not require ministerial signature.
2. List those documents, their schedule and their purpose (broken down by ministerial signature and office for noting documents)
3. How are they transmitted to the office?
4. What mode of delivery is used (hardcopy, email) for those documents?
5. What level officer are they provided to in the minister's office?

**Answer:**

- 1-2. Screen Australia provides a copy of the Annual Report, Corporate Plan, and Compliance Report on an annual basis.
3. All documents are transmitted directly or through the Department.
4. Electronically or hardcopy as required.
5. Not applicable.