

**Economics Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
Industry, Innovation and Science Portfolio  
2015-16 Additional Budget Estimates  
11 February 2016

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**DEPARTMENT:** DEPARTMENT OF INDUSTRY, INNOVATION AND SCIENCE

**TOPIC:** Travel costs – department

**REFERENCE:** Written Question – Senator Ludwig

**QUESTION No.:** AI-71

Since the change of Prime Minister on 14 September, 2015:

1. Is the minister or their office or their delegate required to approve all departmental and agency international travel?
2. If so, under what policy?
3. Provide a copy of that policy.
4. When was this policy implemented?
5. When is the minister notified, when is approval provided?
6. Detail all travel (domestic and international) for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
7. Detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.
8. What date was the minister or their office notified of the travel?
9. What date did the minister or their office approve the travel?
10. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

**ANSWER**

1. There has been no change to the department's international travel approval requirements since the change of Prime Minister on 14 September 2015. The Ministers approve international travel, either individually or for a delegation or group activity where the total estimated costs is more than \$20,000.
2. Department of Finance's Resource Management Guide No. 405, Official International Travel – Approval and Use of the Best Fare of the Day.
3. A copy of the policy can be found at: <http://www.finance.gov.au/sites/default/files/resource-management-guide-no-405.pdf>
4. Department of Finance's Resource Management Guide No. 405, Official International Travel – Approval and Use of the Best Fare of the Day was implemented on 9 February 2015.

5. Travel where the Minister has been notified and approval provided:

<b>Travel where Minister notified</b>	<b>Date the Minister was notified</b>	<b>Date approved by the Minister</b>
Attend G20 Energy Ministers meeting	14 September 2015	18 September 2015
Attend the 10 <sup>th</sup> round of Association of South East Asian Nations (ASEAN) negotiations	25 September 2015	30 September 2015
National Measurement Institute attendance at the 2015 meetings of the Asia-Pacific Metrology Programme (APMP)	13 October 2015	15 October 2015
Supporting Minister at the IEA Governing Board Ministerial meeting in Paris, then to London to meet with ministerial colleagues and key energy and resources stakeholders.	9 November 2015	11 November 2015
Anti-Dumping Commission investigation into Nimet (Romania) and Stelmi Italia (Italy)	15 January 2016	1 February 2016

6. Departmental officers that accompanied Minister and/or Parliamentary Secretary from 1 September 2015 to 31 January 2016:

**Minister Frydenberg – Phillipines and Japan 12-16 October 2015**

<b>Departmental Officer</b>	<b>Travel (airfares including type)</b>	<b>Accommodation</b>	<b>Travel expenses (such as incidentals)</b>	<b>Cost (GST exclusive)</b>
1	\$14,090 Business Class	\$1,412	\$185	\$15,687

**Minister Roy – Israel 27 October – 7 November 2015**

<b>Departmental Officer</b>	<b>Travel (airfares including type)</b>	<b>Accommodation</b>	<b>Travel expenses (such as incidentals)</b>	<b>Cost (GST exclusive)</b>
1	\$9457 Business Class	\$3,121	\$702	\$13,280

**Minister Frydenberg – France and the United Kingdom 14-20 November 2015**

<b>Departmental Officer</b>	<b>Travel (airfares including type)</b>	<b>Accommodation</b>	<b>Travel expenses (such as incidentals)</b>	<b>Cost (GST exclusive)</b>
2	\$17,968 Business Class	\$2,736	\$1,076	\$21,780

**Minister Pyne – Israel 11-17 December 2015**

<b>Departmental Officer</b>	<b>Travel (airfares including type)</b>	<b>Accommodation</b>	<b>Travel expenses (such as incidentals)</b>	<b>Cost (GST exclusive)</b>
1	\$16,990 Business Class	\$1,623	\$493	\$19,106

Domestic travel by departmental officials accompanying the Minister and/or Parliamentary Secretary is not recorded separately from general domestic travel and the provision of a breakdown of this information would be an unreasonable diversion of departmental resources

7. Domestic and international travel by departmental officials is undertaken to meet business requirements. A breakdown of costs is provided below for the period 1 September 2015 to 31 January 2016.\*

	<b>Domestic \$ (GST exclusive)</b>	<b>Overseas \$ (GST exclusive)</b>
Airfares	1,424,172	719,001
Accommodation, Meals and Incidentals	1,102,153	257,669
Travel Expenses (inc taxis)	743,109	17,017

\*To provide further breakdown would be an unreasonable diversion of departmental resources.

8 and 9. The Minister is only responsible for approving international travel. Refer to responses for questions 5

10. Future travel is dependent on business requirements and operating budgets. Travel by departmental officials is undertaken to meet business requirements while ensuring the effective, efficient, ethical and economical use of resources.