

Senate Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Treasury Portfolio
Additional Estimates
2015 - 2016

Department/Agency: APRA
Question: AET 898-904
Topic: Credit Cards
Reference: Written - 01 March 2016
Senator: Ludwig, Joe

Question:

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

898. Provide a breakdown of any changes to employment classifications that have access to a corporate credit card.
899. Have there been any changes to action taken in the event that the corporate credit card is misused?
900. Have there been any changes to how corporate credit card use is monitored?
901. Have any instances of corporate credit card misuse have been discovered during the specified period? If so:
902. Please list staff classification and what the misuse was, and the action taken.
903. Have there been any changes to what action is taken to prevent corporate credit card misuse?
904. How many credit cards are available to the Minister or their office? If so, please list by classification. Have there been any misuse of credit cards by the Minister or their office? Has any action been taken against the Minister or their office for credit card misuse? If so, list each occurrence, including the cost of the misuse.

Answer:

898. Staff of the Australian Prudential Regulation Authority (APRA) (regardless of level or employment classification) are provided a Diners Club card on an as-needed basis as approved by the individual's cost centre manager.
899. There has been no change to the action taken in situations of misuse of a credit card during the period 14 September 2015 to 10 February 2016. APRA manages usage in accordance with APRA's internal guidelines relating to credit card use and employees may be subject to action under the APRA Code of Conduct. In cases of accidental misuse of personal expenditure staff are required to immediately reimburse APRA. Where it is appropriate, misuse may be referred to the Australian Federal Police.

900. There has been no change to the processes of monitoring usage of credit cards during the period 14 September 2015 to 10 February 2016. Credit card use is monitored through the monthly acquittal of transactions.
901. – 902. During the period 14 September 2015 to 10 February 2016 there have been five instances where credit cards have been misused. In all instances APRA recognised the breach in its compliance reporting and recovered relevant costs from staff.
903. There has been no change to the processes of prevention of credit card misuse during the period 14 September 2015 to 10 February 2016. All cardholders must read and sign a credit card agreement. Internal guidelines are provided outlining the appropriate use of Commonwealth credit cards as well as monthly acquittal processes.
904. Nil.