

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

2015 - 2016

Department/Agency: AGS

Question: 940-941

Topic: Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

940. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?

941. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Who is the manual distributed to?
- d) Is anyone responsible for clearing communications before they are sent to the department?

Answer:

940. The ABS has not provided the Minister's office with a procedure manual for communication.

941. N/A.

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Department/Agency: APRA
Question: SBT 768-769
Topic: Communications
Reference: written - 30 October 2015
Senator: Wong, Penny

Question:

768. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?
769. If yes, please provide a copy and:
- a. When was the manual last updated?
 - b. Who is responsible for updating the manual?
 - c. Who is the manual distributed to?
 - d. Is anyone responsible for clearing communications before they are sent to the department?

Answer:

768. – 769. This is a matter for the Minister's office.

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Department/Agency: AASB/AUASB

Question: SBT 1622-1623

Topic: Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

1622. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?

1623. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Who is the manual distributed to?
- d) Is anyone responsible for clearing communications before they are sent to the department?

Answer:

1622

AASB no

AUASB no

1623

AASB n/a

AUASB n/a

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Department/Agency: IGT

Question: SBT 2145 - 2146

Topic: Communications

Reference: written – 30 October 2015

Senator: Wong, Penny

Question:

2145. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?
2146. If yes, please provide a copy and:
- a) When was the manual last updated?
 - b) Who is responsible for updating the manual?
 - c) Who is the manual distributed to?
 - d) Is anyone responsible for clearing communications before they are sent to the department?

Answer:

2145. **As an independent statutory agency, the Inspector-General of Taxation (IGT) communicates directly with the Minister's office where required. The Treasury as portfolio head agency has advised the IGT to refer to the Treasury response at SBT 236.**
2146. **Refer to SBT 2145.**

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Department/Agency: AOFM

Question: SBT 1451-1452

Topic: 1451-1452 - Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

Communications

1451. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?

1452. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Who is the manual distributed to?
- d) Is anyone responsible for clearing communications before they are sent to the department?

Answer:

1451. No

1452. N/a

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Department/Agency: AASB/AUASB

Question: SBT 1624-1625

Topic: Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

1624. Does the department/agency have a procedure manual for communication between the department/agency and the minister?
1625. If yes, please provide a copy and:
- a) When was the manual last updated?
 - b) Who is responsible for updating the manual?
 - c) Has the minister's office had any input into the content of the manual? If so, please detail.
 - d) Who is the manual distributed to?
 - e) Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

Answer:

1624

AASB no

AUASB no

1625

AASB n/a

AUASB n/a

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Department/Agency: IGT

Question: SBT 2147 - 2148

Topic: Communications

Reference: written - 30 October 2015

Senator: Wright, Penny

Question:

2147. Does the department/agency have a procedure manual for communication between the department/agency and the minister?

2148. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Has the minister's office had any input into the content of the manual? If so, please detail.
- d) Who is the manual distributed to?
- e) Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

Answer:

2147. **As an independent statutory agency, interaction with the Minister's office is generally limited to briefings when a new minister takes office, to discuss the agency's work program and in respect of relevant agency reviews. Accordingly the agency does not have a specific manual for communication. For a portfolio response, please refer to Treasury's SBT 238 and 239.**

2148. **Refer to SBT 2147.**

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Department/Agency: RAM

Question: SBT 2317-2318

Topic: Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

2317. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?

2318. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Who is the manual distributed to?
- d) Is anyone responsible for clearing communications before they are sent to the department?

Answer:

2317. No.

2318. Nil response.

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Department/Agency: AOFM

Question: SBT 1453-1454

Topic: 1453-1454 - Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

Communications

1453. Does the department/agency have a procedure manual for communication between the department/agency and the minister?

1454. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Has the minister's office had any input into the content of the manual? If so, please detail.
- d) Who is the manual distributed to?
- e) Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

Answer:

1453. No

1454. N/a

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Department/Agency: CGC

Question: SBT 1972-1973

Topic: Communications

Reference: written - 04 November 2015

Senator: Wong, Penny

Question:

1972. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?

1973. If yes, please provide a copy and:

a) When was the manual last updated?

b) Who is responsible for updating the manual?

c) Who is the manual distributed to?

d) Is anyone responsible for clearing communications before they are sent to the department?

Answer:

1972. Not applicable

1973. Not applicable

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Department/Agency: CGC

Question: SBT 1974-1975

Topic: Communications

Reference: written - 04 November 2015

Senator: Wong, Penny

Question:

Communications

1974. Does the department/agency have a procedure manual for communication between the department/agency and the minister?

1975. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Has the minister's office had any input into the content of the manual? If so, please detail.
- d) Who is the manual distributed to?
- e) Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

Answer:

1974. No

1975. Not applicable