

## QUESTION TAKEN ON NOTICE

**ADDITIONAL ESTIMATES HEARING : 27 February 2017**

IMMIGRATION AND BORDER PROTECTION PORTFOLIO

**(AE17/207) - ANAO Report (Garrison and Welfare) - Process - Internal Product (DIBP)**

Senator Carr, Kim (L&CA) written:

What was the process for collating and providing documents to the ANAO?

- Were they collated through the Secretary's office?
- Who had signoff and formally provided the documents to ANAO?

*Answer:*

As part of the Australian National Audit Office (ANAO) process, the ANAO was provided access to the Department's electronic systems and files and extracted many documents themselves. The ANAO also requested hard copy documents directly from numerous business areas over the course of the audit – the officers who responded ranged from Executive Level 1 officers to Senior Executive Service Band 1 (SESB1) officers, depending on the material requested. Timely provision of these documents was coordinated by the Assistant Secretary Audit and Assurance. No documents were collated through the Secretary's Office.

The Department provided over 400,000 documents and the Director Cyber Security and his team manually downloaded approximately 20 terabytes of email data from the Department's email system to support the audit. To ensure maximum transparency, these emails were not reviewed, signed off or organised by the Department prior to their handover to the ANAO.

During the reporting stage, the process of drafting and collating formal responses to the ANAO draft reports was led by the Assistant Secretary Audit and Assurance, drawing input from the relevant business areas. The Chief Operating Officer signed the responses. The responses were emailed to the ANAO by the Assistant Secretary Audit and Assurance.