

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Environment portfolio

Question No: 127
Hearing: Additional Estimates
Outcome: Corporate
Programme: Corporate Strategies Division
Topic: Portfolio wide – credit cards
Hansard Page: N/A
Question Date: 7 March 2014
Question Type: Written

Senator Ludwig asked:

Please update details of the following?

- a) What action is taken if the corporate credit card is misused?
- b) How is corporate credit card use monitored?
- c) What happens if misuse of a corporate credit card is discovered?
- d) Have any instances of corporate credit card misuse have been discovered since Supplementary Budget Estimates in November 2013? List staff classification and what the misuse was, and the action taken.
- e) What action is taken to prevent corporate credit card misuse?

Answer:

Department of the Environment (the Department)

With the exception of the detail below there have been no changes to this information ie no changes since November 2013:

- d) Yes. An EL2 officer inadvertently used their card for personal expenditure (\$1,001.81). This was realised immediately and a refund was requested at point of purchase. Unfortunately only a partial refund could be made by the vendor. Arrangements are in place for the remaining amount to be repaid to the Department.

Director of National Parks

No changes since Senate Estimates, November 2013.

Bureau of Meteorology

Two changes since Senate Estimates, November 2013:

- d) Yes. Two APS5 officers incorrectly used their cards for a transaction. Both transactions were less than \$50 and are currently being investigated.

Clean Energy Regulator (the Regulator)

One change since Senate Estimates, November 2013:

- d) Yes. An APS 4 officer inadvertently used their card for personal expenditure (\$39.86). The officer was reminded of their responsibilities as a cardholder under the Chief Executive Instructions. The amount owing has been repaid to the Regulator.

Climate Change Authority

No changes since Senate Estimates, November 2013.

Great Barrier Reef Marine Park Authority

No changes since Senate Estimates, November 2013.

Murray-Darling Basin Authority

No changes since Senate Estimates, November 2013.

National Water Commission

No changes since Senate Estimates, November 2013.

Sydney Harbour Federation Trust

No changes since Senate Estimates, November 2013.