

Senate Standing Committee on Economics**ANSWERS TO QUESTIONS ON NOTICE**

Resources, Energy and Tourism Portfolio

Additional Estimates

14 February 2013

Question: AR7**Topic:** Corporate Questions - Department of Resources, Energy and Tourism**Proof Hansard Page:** Written**Senator Bushby asked:****1. Staffing – Recruitment**

- a. How many ongoing staff have been recruited this financial year to date? What classification are they?
- b. How many non-ongoing positions exist or have been created this financial year to date? What classification are they?
- c. This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?

Answer:

- a-b. The department has recruited the following ongoing and non-ongoing* staff this financial year to date:

| Ongoing Staff Employed | |
|------------------------|-----------------|
| Classification | Number Employed |
| Graduate/Cadet | 6 |
| APS1 | 0 |
| APS2 | 0 |
| APS3 | 1 |
| APS4 | 0 |
| APS5 | 4 |
| APS6 | 4 |
| EL1 | 5 |
| EL2 | 3 |
| SES | 3 |
| Total: | 26 |

| Non-ongoing Staff Employed | |
|----------------------------|-----------------|
| Classification | Number Employed |
| Graduate/Cadet | 0 |
| APS1 | 1 |
| APS2 | 1 |
| APS3 | 4 |
| APS4 | 6 |
| APS5 | 1 |
| APS6 | 5 |
| EL1 | 10 |
| EL2 | 1 |
| SES | 0 |
| Total: | 29 |

*There have been 29 non-ongoing positions created this financial year to date, 23 are employed as at 28 February 2013.

- c. There were 29 employees engaged on non-ongoing contracts, with an average length of 5.2 months (155 days).

2. Staffing – Departures

- a. How many ongoing staff left the department/agency this financial year to date? What classification were they?
- b. How many non-ongoing staff left the department/agency this financial year to date? What classification were they?

- c. How many contract staff left the department/agency this financial year to date? What classification were they?

Answer:

The following ongoing and non-ongoing/contracted employees left the Department this financial year to date:

| Ongoing Staff Departures | |
|---------------------------------|------------------------|
| Classification | Number Employed |
| APS1 | 0 |
| APS2 | 0 |
| APS3 | 1 |
| APS4 | 3 |
| APS5 | 7 |
| APS6 | 10 |
| EL1 | 25 |
| EL2 | 17 |
| SES | 4 |
| Total: | 67 |

| Non-ongoing/Contracted Staff Departures | |
|--|------------------------|
| Classification | Number Employed |
| APS1 | 0 |
| APS2 | 1 |
| APS3 | 3 |
| APS4 | 1 |
| APS5 | 0 |
| APS6 | 3 |
| EL1 | 3 |
| EL2 | 1 |
| SES | 0 |
| Total: | 12 |

3. Staffing - Reductions

- a. Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut.
- b. If there are plans for staff reductions, please give the reason(s) why these are happening.

Answer:

While always being cognisant of its budget position going forward, the Department is not currently planning any staff reductions.

4. Making the Public Service More Efficient

- a. Please provide an update of the savings achieved through pursuing further efficiencies in the way the public service operates (see media release by the Minister for Finance and Deregulation and the Special Minister of State of 25 September 2012 at: http://www.financeminister.gov.au/media/2012/mr_1982012.html).
- In addition, please provide the following details:
- b. Can you quantify the estimated savings for each year over the forward estimates for reductions in air travel?
- c. Has there been a reduction in business flights? What are the estimated savings for each year over the forward estimates?
- d. Has there been a reduction in the use of external consultants and contractors? Has this impacted on the Department/Agency, and how? What are the estimated savings for each year over the forward estimates?
- e. Provide an update of moving recruitment advertising online. Is any recruitment still in printed materials, and if yes, why? What are the estimated savings for each year over the forward estimates?
- f. Has the Department/Agency reduced its printing costs? If no, why not? Have printing costs increased, and if yes why and by how much? Has the five per cent savings target been

achieved – if yes, how, and if no, why not? What are the estimated savings for each year over the forward estimates?

Answer:

- a. The Department has set a balanced budget for 2012-13, and undertakes budget reviews as required to ensure the Department operates within budget. The savings announced were automatically achieved by a reduction in the Department's departmental funding, consistent with the announcement.
- b. Savings in air travel will be achieved through the greater use of teleconferencing facilities, and continuing to review on a case by case basis the need for travel to occur. It is not possible to quantify at this time the estimated savings over the forward estimates.
- c. Business flights are only available to staff on longer haul flights within Australia and for overseas travel. It is not possible to quantify at this time the estimated savings over the forward estimates.
- d. The use of external consultants and contractors will continue to be assessed on a case by case basis. It is not possible to quantify at this time the estimated savings over the forward estimates.
- e. The Department uses online advertising for its recruitment actions unless specifically approved and has been doing so for over two years. It is not possible to quantify at this time the estimated savings over the forward estimates.
- f. The need for printing documents will be assessed on a case by case basis as well as the quantity of items required to be printed. This need will be assessed against a range of criteria including level of demand for printed documents in the past, availability from other sources and the like. It is not possible to quantify at this time the estimated savings over the forward estimates.

5. Printing Costs

How many documents (include the number of copies) have been printed this financial year to date?
How many of these printed documents were also published online?

Answer:

There has been 10 documents printed this financial year to date, with a total of 5,700 copies. All the documents were published online.

6. Graduate Recruitment

- a. How much has been spent on 2014 Graduate Recruitment to date? Please itemise and detail costs.
- b. Has any travel been incurred for 2014 Graduate Recruitment? Please itemise and detail costs.

Answer:

- a. There has been no spend this financial year to date on 2014 graduate recruitment.
- b. No travel has been incurred for 2014 graduate recruitment.

7. Graduate Staffing

How much was spent on 2013 Graduate Training? Provide details of what training was provided, why and the estimated cost for each.

Answer:

There has been \$0.00 spent on 2013 Graduate Training. It is estimated that \$63,000 will be spent on Graduate Training in 2013. This is based on seven Graduates at an estimated cost of \$9,000 per graduate.

The Australian Public Service Commission's (APSC) 'Whole of Government' Graduate Development Program will be used by the Department for graduate development in 2013. The program been previously utilised by the Department in 2010, 2011 and 2012. The APSC Graduate Development Program was awarded the 'Best Graduate Development Program' at the Australian Graduate Recruitment Industry Awards in 2011; therefore the APSC Graduate Development Program continues to provide quality and value for money in the delivery of Graduate development.

The Australian Public Service Commission's whole of Government Development Program (APSC GDP) is specifically designed to support:

- Confident and high quality APS Graduates;
- A strong emphasis on working effectively in the APS environment;
- Performance, growth and career progression;
- A sound understanding of the public sector including legislative frameworks, operational environment and the issues and challenges faced in the APS;
- Relevant skills and knowledge to graduates;
- A foundation for graduates to become future APS managers and leaders; and
- An innovative, cost effective, flexible, accredited and fully administered graduate program to other Commonwealth agencies.

8. Government Advertising

- a. What is the total cost of all advertising for the financial year to date?
- b. Is the advertising *campaign* or *non-campaign* advertising? Provide details of each advertising, including the program that the advertising was for, the total spend and the business that provided the advertising services.
- c. Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item.
- d. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item.
- e. Did the advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item.
- f. Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.
- g. What advertising – campaign and non-campaign – and other communications programs is the Department/Agency undertaking, or planning to undertake?

Answer:

- a. Total cost of all advertising for the financial year to date is \$2,921.60.
- b. Details of each advertising item:
 - Recruitment Advertising through Adcorp Australia Limited - \$1,271.60.
 - Promotion of Tourism 2020 outcomes through the Australian Hotels Association Annual Yearbook - \$1,650.

All advertising expenditure relates to non-campaign advertising.

- c. No advice from the Department of Finance and Derogulation has been provided.
- d. No advice has been provided by the Peer Review Group or the Independent Communications Committee.
- e. Not applicable.
- f. The Australian Renewable Energy Agency (ARENA) recently launched a new strategic initiative – Regional Australia’s Renewables. To help design the initiative, ARENA has been consulting with stakeholders. A series of 12 face to face meetings were held in Brisbane, Melbourne, Perth, Karratha, Darwin and Cairns between 26 November and 12 December.

A new complementary initiative—Supporting High-value Australian Renewable Energy Knowledge was also launched. ARENA has hosted one-one-one meetings with companies involved in developing utility and large-scale projects. ARENA also sought input from stakeholders involved in smaller scale projects, such as research projects, noting the importance of information, data and knowledge from these projects.

Energy Return Pty Ltd provided assistance with the consultation sessions at a cost of \$2,540. Travel costs for departmental officials were also incurred.

Tourism Australia is delivering a marketing strategy for the Government’s National Tourism Accreditation Framework (T-QUAL Accreditation). The Department provides funding to Tourism Australia for delivery of the marketing strategy in accordance with an agreed Memorandum of Understanding. A total of \$880,000 (GST inclusive) will be paid to Tourism Australia in 2012-13 for delivery of the marketing strategy. The amount paid to Tourism Australia this financial year to date (as at 28 February 2013) is \$473,000.

In August 2012 the Department entered into a three year funding agreement worth \$2.6 million (GST exclusive) with the Cooperative Research Centre for Greenhouse Gas Technologies (CO2CRC) to establish the National CCS Council’s Communications Unit. The National Low Emissions Coal Strategy (2009) identified community acceptance as a key challenge for the deployment of low emissions coal technologies and the CO2CRC has been engaged to implement the National CCS Council’s public awareness raising and communications strategy.

This work includes: the appointment of a National Communications Manager and Social Media Communications Officer, developing a master CCS narrative, developing CCS frequently asked questions, establishing a baseline of public knowledge and attitudes towards CCS and tracking changes in these, and ensuring CCS events and launches are leveraged in the media.

- g. Recruitment advertising is planned.

9. Hospitality and Entertainment

- a. What is the Department/Agency's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.

- b. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for this financial year to date. Detail date, location, purpose and cost of all events including any catering and drinks costs.
- c. What is the Department/Agency's entertainment spend for this financial year to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- d. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for this financial year to date. Detail date, location, purpose and cost of all events including any catering and drinks costs.
- e. What hospitality spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- f. For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- g. What entertainment spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- h. For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- i. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?

Answer:

- a. The Department has spent \$48,863.98 on entertainment and hospitality for the period 1 July 2012 to 28 February 2013. Entertainment and hospitality expenditure cannot be easily disaggregated at an event level for the Department.
- b. In January the Department spent \$830.91 on a meeting attended by the Minister in Canberra.
- c. The Department has spent \$48,863.98 on entertainment and hospitality. Entertainment and hospitality expenditure cannot be easily disaggregated at an event level for the Department.
- d. The entertainment spend for the minister's Office for the period 1 July 2012 to 28 February 2013 is nil.
- e. There is no hospitality spend currently planned for by the Department.
- f. There is no hospitality spend currently planned for by the Minister's Office.
- g. There is no entertainment spend currently planned for by the Department.
- h. There is no entertainment spend currently planned for by the Minister's Office.
- i. The Department reviews its departmental expenditure regularly and endeavours to reduce costs where possible.

10. Meeting Costs

- a. What is the Department/Agency's meeting spend for this financial year to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.
- b. For each Minister and Parliamentary Secretary office, please detail total meeting spend for this financial year to date. Detail date, location, purpose and cost of each event including any catering and drinks costs.

- c. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- d. For each Minister and Parliamentary Secretary office, what meeting spend is currently being planned for? Detail date, location, purpose and cost of each event including any catering and drinks costs.

Answer:

- a. The Department has expenditure of \$105,524.21 in venue hire for workshops and meetings. The Department has expenditure of \$12,055.93 in relation to in-house meetings. Detailed information is not captured for each meeting.
- b. The Department has expenditure of \$0.00 in venue hire for workshops and meetings for the Minister's Office. The Department has expenditure of \$0.00 in relation to in-house meetings for the Minister's Officer.
- c. The Department is planning on holding an all staff meeting before June 2013. The meeting will be held in Canberra with an anticipated cost of \$8,000. There are no other planned meeting spends for the Department.
- d. There is no meeting spends currently planned for by the Minister's Office.

11. Program Launch Costs

- a. What is the Department/Agency's program launch spend for this financial year to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.
- b. For each Minister and Parliamentary Secretary office, please detail total program launch spend for this financial year to date. Detail date, location, purpose and cost of each event including any catering and drinks costs.
- c. What program launch spend is the Department/Agency planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- d. For each Minister and Parliamentary Secretary office, what program launch spend is currently being planned for? Detail date, location, purpose and cost of each event including any catering and drinks costs.
- e. What is the Department/Agency's program launch spend for 2012-13? Detail date, location, purpose and cost of each event including any catering and drinks costs.
- f. For each Minister and Parliamentary Secretary office, please detail total program launch spend for 2012-13. Detail date, location, purpose and cost of each event including any catering and drinks costs.

Answer:

The Department and Minister's Office has not incurred any program launch expenditure for the period 1 July 2012 to 28 February 2013.

12. Board Appointments

- a. List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members.
- b. What is the gender ratio on each board and across the portfolio?
- c. Please detail any board appointments for this financial year to date.

Answer:

Please refer to **Attachment A** for the portfolio's Boards.

13. Freedom of Information

- a. Has the department/agency received any updated advice on how to respond to FOI requests?
- b. What is the total cost to the department to process FOI requests for this financial year to date?
- c. How many FOI requests has the Department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?

Answer:

- a. Yes, the Office of the Australian Information Commissioner has notified agencies of updated Guidelines issued under section 93A of the *Freedom of Information Act 1982 (Cth)* (FOI Act). The OAIC also hosted the 30th Anniversary of the FOI Act on 27 November 2012 to provide agencies with an update on FOI and Privacy issues.
- b. The Department does not record the full or actual cost of processing FOI requests. Excluding staff salaries and overheads, we estimate our processing costs for the 2012-2013 financial year is as follows:

| | |
|------------------------|----------|
| Photocopying/Printing: | \$1,378 |
| Purchase of materials: | \$38 |
| Postage: | \$117.75 |
| Telephone: | \$167 |

The Department does not outsource any FOI matters to external legal providers.

- c. Between 1 July 2012 and 15 March 2013, the Department received 18 new FOI requests:
 - 2 requests were transferred to other agencies under section 16 of the *Freedom of Information Act 1982* (FOI Act);
 - For 5 FOI requests, access was granted;
 - For 3 FOI requests there were no documents within the scope of the applicant's request;
 - For 4 FOI requests, the applicants withdrew their request before the decision was due;
 - The Department has not failed to meet the processing times outlined in the FOI Act, in the sense that there have been no deemed refusals; and
 - The Department is currently processing 4 FOI requests.

14. Community Cabinet

- a. How many Community Cabinet meetings has the Minister attended this financial year to date? List date and location.
- b. How many Departmental officers travelled with the Minister for the Community Cabinet meetings for this financial year to date? What was the total cost of this travel? List travel type, accommodate and any other expenses.
- c. Which Community Cabinet meetings did the Departmental officers attend? List date and location.
- d. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for this financial year to date?

Answer:

- a. The Minister has attended two Community Cabinet meetings in the 2012-13 financial year to date. The first meeting was in Ipswich on 10 July 2012, the second was held in Launceston on 3 October 2012.
- b-c. No Departmental officers have travelled with the Minister for Community Cabinet meetings in the 2012-13 financial year to date. One Departmental officer attended the Community Cabinet meeting in Launceston on 3 October 2012 as the officer was already in Launceston for other departmental activities that coincided with the Community Cabinet meeting.
- d. This financial year to date, there have been no costs associated with Departmental officers attending Community Cabinet meetings. The Minister and his staff travel costs are paid for by the Department of Finance and Deregulation.

15. Reviews

For this financial year to date:

- a. How many Reviews are being undertaken?
- b. What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded?
- c. Which of these reviews has been provided to Government?
- d. When will the Government be responding to the respective reviews that have been completed?
- e. Has the Government responded to all reviews within the timeframe? If not, why not?
- f. What is the estimated cost of each of these reviews?
- g. What reviews are planned?
- h. When will each of these reviews be concluded?

Answer:

The following reviews are being undertaken this financial year to date:

| Review | Date Concluded | Provided to Government | Government Response | Estimated Cost |
|-----------------------------------|--|------------------------|---|----------------|
| EEO Program Full-Cycle Evaluation | The EEO Program Evaluation will be completed in March 2013 | No – not yet finalised | The evaluation is not yet complete. A full response will follow the April 2013 COAG meeting | \$354,409 |

There are no other reviews planned at this point in time.

16. Consultancies

- a. How many consultancies have been undertaken this financial year to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.
- b. How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each

case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.

Answer:

- a. The Department has undertaken 65 consultancies this financial year to date. The total value of the consultancies is \$13.44 million. **Attachment B** provides the names, subject matter of the consultancy, duration, cost of the arrangement, and the method of procurement.
- b. The number of consultancies planned for this calendar year is 9. These consultancies have been published in the Department's Annual Procurement Plan on the AusTender website. **Attachment B** provides the subject matter of the consultancy, duration, cost, method of procurement and name of the consultant.

17. Media Monitoring

- a. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for this financial year to date?
 - Which agency or agencies provided these services?
 - What is the estimated budget to provide these services for the year 2012-13?
 - What has been spent providing these services this financial year to date?
- b. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for this financial year to date?
 - Which agency or agencies provided these services?
 - What is the estimated budget to provide these services for the year 2012-13?
 - What has been spent providing these services this financial year to date?

Answer:

- a. Media Monitors provides media monitoring services for the Minister's Office. The estimated budget to provide these services for the 2012-13 financial year is \$60,000, with a total of \$27,713.80 spent this financial year to date, as at 28 February 2013.
- b. Media Monitors provides media monitoring services for the Department. The estimated budget to provide these services for the 2012-13 financial year is \$180,000, with a total of \$83,141.30 spent this financial year to date, as at 28 February 2013.

18. Social Media

- a. Has there been any changes to Department and Agency social media or protocols about staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since October 2012 Supplementary Budget Estimates? If yes, please explain and provide copies of any advice that has been issued.
- b. Does the Department/Agency monitor usage of social media?
 - If yes, provide details of the usage (for example details could include average hours per employee, hours when usage peaks).
 - Has there been a change to the department/agency protocols due to staff usage?
 - If no, why not? Will the department/agency monitor usage in the future?
- c. Do social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours).

Answer:

- a. There has been no change to the Department's social media protocols about staff access and usage of YouTube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs, since the Department's last response that was provided in SR41 after the 2012-13 Supplementary Budget Estimates hearing.
- b. While the Department's ICT service provider (the Department of Industry, Innovation, Science, Research and Tertiary Education) do log internet usage they do not report on the use of social media specifically.

As usage of social media is not reported on, no change has been implemented due to staff usage.

The monitoring of social media usage will be determined by the departments ICT service provider (the Department of Industry, Innovation, Science, Research and Tertiary Education), at this stage there is no plan to implement active monitoring.

- c. The impact on employee productivity cannot be measured, as the specific usage of social media is not reported on.

19. Internet

Has the Department experienced any internet problems, such as but not limited to slow internet, or internet blackouts? If yes, what was the reason for this? Did it impact the Minister's office?

Answer:

The Department of Resources Energy and Tourism receives its desktop Internet services through its ICT support arrangements with the Department of Industry, Innovation, Climate Change, Science, Research and Tertiary Education (DIICCSRTE). DIICCSRTE's separate response to Senator Bushby's question will address any Internet outages or slowness affecting the Department during the period specified.

RET hosts a number production websites providing information to the Australian community, including www.ret.gov.au and minister.ret.gov.au. During the past year the department has experienced at 99.97 per cent uptime on its production sites.

The Department has experienced related ICT issues in publishing content to both minister and ret.gov.au web sites during the reporting period. A total delay of six hours in achieving the publication of documents has affected both the Minister and the Department. All content was published on the expected day of release.

20. Staff Amenities

What amenities are provided to staff? Provide a list.

Answer:

Amenities provided to staff include lunch rooms, showers/change rooms, bicycle storage facilities, lockers, subsidised child care centre and car parking spaces are made available to senior staff.

21. Coffee Machines

- a. Has the Department/Agency purchased coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- b. Why were coffee machines purchased?
- c. Has there been a noticeable difference in staff productivity since coffee machines were purchased? Are staff leaving the office premises less during business hours as a result?
- d. Where did the funding for the coffee machines come from?
- e. Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in this financial year to date - include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- f. What are the ongoing costs of the coffee machines, such as the cost of coffee?
- g. Does the Department/Agency rent coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.
- h. Why are coffee machines rented?
- i. Has there been a noticeable difference in staff productivity since coffee machines were rented? Are staff leaving the office premises less during business hours as a result?
- j. Where does the funding for renting the coffee machines come from?
- k. Who is responsible for the maintenance of the rented coffee machines? How much was spent on maintenance in this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
- l. What are the ongoing costs of the rented coffee machine, such as the cost of coffee?

Answer:

- a. Yes. Details of the Department's coffee machines and their maintenance are below:

| PURCHASING INFORMATION | | | | |
|-------------------------------------|---------------|-----|--------------------|--------------------|
| Details | Purchase Date | Qty | Unit Price | Total |
| 1 x Impressa X9 Auto Coffee Machine | 11/11/2009 | 1 | \$7,025.25 | \$7,025.25 |
| 1 x Impressa X9 Auto Coffee Machine | 21/12/2009 | 1 | \$7,025.25 | \$7,025.25 |
| 1 x Impressa X9 Auto Coffee Machine | 29/06/2010 | 5 | \$6,655.50 | \$33,277.50 |
| 1 x Impressa X9 Auto Coffee Machine | 27/07/2011 | 1 | \$7,025.38 | \$7,025.38 |
| 1 x Impressa X9 Auto Coffee Machine | 17/09/2011 | 1 | \$7,025.25 | \$7,025.25 |
| | | | Grand Total | \$61,378.63 |

| MAINTENANCE COSTS FOR MACHINES | | | | |
|---|---------------|-----|--------------------|-------------------|
| Details | Purchase Date | Qty | Unit Price | Total |
| Water Filter | 10/08/2012 | 6 | \$62.73 | \$376.38 |
| Jura Cleaning Tablets | 4/09/2012 | 1 | \$54.40 | \$54.40 |
| Jura Cleaning Tablets | 4/09/2012 | 1 | \$54.50 | \$54.50 |
| Water Filter | 24/09/2012 | 1 | \$62.73 | \$62.73 |
| Broken Steam Wand Pipe and Support | 25/09/2012 | 1 | \$284.38 | \$284.38 |
| Broken Steam Wand Pipe | 21/11/2012 | 1 | \$373.00 | \$373.00 |
| Removed and replaced drainage valve | 29/11/2012 | 1 | \$373.00 | \$373.00 |
| Replaced Steam Wand Pipe, Support and Discharge support | 19/12/2012 | 1 | \$252.10 | \$252.10 |
| Drip Tray Contacts Faulty, Also Replaced Steam Wand Support x 2 | 15/01/2013 | 1 | \$373.00 | \$373.00 |
| Replaced Steam Wand Pipe | 5/02/2013 | 1 | \$373.00 | \$373.00 |
| Faulty Grinder and Drip Tray Contacts | 7/03/2013 | 1 | \$373.00 | \$373.00 |
| | | | Grand Total | \$2,949.49 |

- b. The coffee machines were purchased to provide a facility for staff to use in line with facilities provided to staff prior to the inception of the Department through a Machinery of Government change in December 2007.
- c. The Department is not in the position to assess this.
- d. Funding for the coffee machines was provided from Departmental funds.
- e. The RET Property Team is responsible for authorising maintenance of the coffee machines. Funding for the maintenance of the coffee machines is provided out of Departmental funds. In the 2011-12 financial year the Department paid a total of \$2,076.93 in maintenance costs for all coffee machines. In the current financial year to date the Department has paid \$2,949.49 in maintenance costs, which are paid out of departmental funds. Additional information on purchasing of the coffee machines, servicing and purchase of consumables can be found in the above table at a).
- f. The Department has spent \$8,360.50 on coffee so far this financial year.
- g. Not applicable.
- h. Not applicable.
- i. Not applicable.
- j. Not applicable.
- k. Not applicable.
- l. Not applicable.

22. Contractors

For this financial year to date:

- a. Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost).
- b. Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost).
- c. Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost).
- d. Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost).
- e. Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost).
- f. Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost).
- g. Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost).

- h. Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost).
- i. Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details.
- j. What contractors have been employed by the department/agency? Provide details, including the work undertaken and the cost.

Answer:

The Department has not employed the services of any of the contractors mentioned in questions 1-9 for the 2012-13 financial year. All contractors with a value of greater than \$10,000 are reported on the AUSTender website.

23. Grants

- a. Could the department/agency provide a list of all grants, including ad hoc and one-off grants for this financial year to date? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.
- b. Have all grant agreement details been published on its website within the required timeframe? If not, provide details.
- c. Provide a list of grants that your department/agency administers that had uncommitted grants funding reduced as per the statement by the Finance Minister on 22 October 2012 (see http://www.financeminister.gov.au/media/2012/mr_2102012.html). How much was funding reduced for each grant?

Answer:

- a. Please refer to **Attachment C** for a list of the Department's grant agreements including ad hoc and one-off grants for this financial year to date.
- b. All grant agreement details have been published on the Department's website within the required timeframe.
- c. The Department does not have any grants that had uncommitted grants funding reduced as per the statement by the Finance Minister on 22 October 2012.

24. Commissioned Reports

- a. How many Reports have been commissioned by the Government in your department/agency this financial year to date? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.
 - How much did each report cost/or is estimated to cost? How many departmental staff were involved
 - What is the current status of each report? When is the Government intending to respond to these reports?

Answer:

There have been no commissioned reports initiated by the Government within the Department this financial year to date.

25. Government Payments of Accounts

- a. For this financial year to date, has the department/agency paid its accounts to contractors/consultants etc. in accordance with Government policy in terms of time for payment (i.e. within 30 days)?
 - If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc. as appropriate to give insight into how this issue is being approached.
 - For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?
 - Where interest is being paid, what rate of interest is being paid and how is this rate determined?

Answer:

During the 2012-13 financial year as at 28 February 2013, the Department made 711 payments to small business and of these 664 (93.4 per cent) were paid within 30 days.

The Department is aware of the Government's policy on payments to Small business and strives to meet these terms where possible. The Department reviews its timeframes for all payments made on a monthly basis and reports the results to Executive Board. The Department has not paid penalty interest in the current financial year

26. Stationary Requirements

- a. How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) this financial year to date?
- b. What are the department/agency's stationery costs for the financial year to date?

Answer:

- a. The Department has spent \$4,601.68 on stationery costs for the Minister's Office for the 2012-13 financial year as at 28 February 2013.
- b. The Department's stationery costs financial year to 28 February is \$124,660.45.

27. Media Subscriptions

- a. What pay TV subscriptions does your department/agency have?
 - Please provide a list of what channels and the reason for each channel.
 - What is the cost for this financial year to date?
- b. What newspaper subscriptions does your department/agency have?
 - Please provide a list of newspaper subscriptions and the reason for each.
 - What is their cost for this financial year to date?
- c. What magazine subscriptions does your department/agency have?
 - Please provide a list of magazine subscriptions and the reason for each.
 - What is their cost for this financial year to date?

Answer:

- a. The Department has a pay TV subscription with Foxtel. The cost this financial year to date is \$5,600. Below is a list of the channels:

- Fox sports 1,2,3 & news
- Euro Sports 1, 2
- ESPN
- Fuel TV
- Speed
- Sky News national
- Sky News local
- Sky News Business
- Sky News Multi-view
- BBC World
- CNN
- Weather Channel
- Bloomberg
- Fox News
- CNBC
- APAC
- Discovery
- Comedy
- Disney

These channels are part of the business & sport package and allow staff to stay abreast of current events and affairs that relate to their areas of policy as well as political issues affecting the Department's objectives.

- b. The cost this financial year to date for newspaper subscriptions is \$15,072.61. Below is a list of the newspapers the department subscribes to:

- The Australian
- The Financial Review
- The Canberra Times
- Sydney Morning Herald
- The Age

The subscription to these newspapers is so that staff can keep abreast of current events and affairs that relate to their areas of policy as well as political issues affecting the Department's objectives.

- c. The cost this financial year to date for magazine subscriptions is \$36,571.28. Below is a list of the magazines the department subscribes to:

- The Economist
- EBSCO
- CCH Parliament
- Tourism Economics
- Deloitte Access Economics – Business outlook
- Deloitte Access Economics – Investment Monitor
- Consensus Economics – Consensus Forecasts
- Foreign Exchange Consensus Forecasts
- Asia Pacific Consensus Forecasts
- IMF Statistics

- Business Review Weekly
- Etourismnz.com
- Travel Weekly
- 24 Hour News
- Carbon & Environment daily
- MiningNewsPremium.net + EnergyNewsPremium.net
- Elsevier Resources Policy Journal
- Elsevier Electricity Journal
- Elsevier Energy Journal
- Elsevier Energy Policy Journal
- Elsevier Energy Economics Journal
- ABS Trade Data Subscription
- Harbor Commodity Research SC
- NSW Coal Statistics
- Platts Steel Markets Daily
- Platts International Gas Market
- Platts Energy Economist
- Platts Power in Asia
- World Metal Statistics
- TEX Report
- McCloskey's coal report
- Energy Intel
- UxC - Uranium Market Outlook and Uranium Indicators
- Energy Quest
- GFMS - Gold Package
- GFMS - World Copper Survey
- GFMS - World Silver Survey
- Argus Media Ltd - Gas & Power Asia
- Argus Media Ltd - Global LNG

The subscription to these magazines is to support the research, program and policy work undertaken by the Department.

28. Travel Costs

- a. For the financial year to date, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
- b. For the financial year to date, please detail all travel for Departmental officers. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.
- c. What travel is planned for the rest of this financial year? Also provide a reason and brief explanation for the travel.
- d. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.
- e. Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (Finance Circular

No. 2009/11) guidelines being followed? How is the department/agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.

- f. Are lounge memberships provided to any employees? If yes, what lounge memberships, to how many employees and what is their classification, what is the reason for the provision of lounge memberships and the total costs of the lounge memberships.
- g. When SES employees travel, do any support / administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of their travel.
- h. Does the department/agency elect to offset emissions for employees' work-related travel? If yes, what is the cost?

Answer:

- a-b. Breakdown of total travel costs for all departmental officers for 2012-13 financial year as at 28 February 2013:

| Airfares | \$695,747.51 |
|-----------------|-----------------------|
| Accommodation | \$221,695.36 |
| Meals | \$90,927.33 |
| Other | \$136,206.11 |
| Total* | \$1,144,576.31 |

* Of this total approximately \$46,572.34 relates to travel undertaken by departmental officers travelling with the Minister. The Department is unable to break this amount down any further.

Breakdown of airfare type:

| Domestic | |
|----------------------|-----------------------|
| Airfare Class | Percentage Use |
| Dom A | 7.0% |
| Dom B | 38.5% |
| Dom C | 14.1% |
| Dom D | 11.0% |
| Dom E | 24.7% |
| Other | 4.7% |

| International | |
|----------------------|-----------------------|
| Airfare Class | Percentage Use |
| Economy | 11.8% |
| Premium Economy | 0.0% |
| Business | 86.3% |
| First | 1.9% |
| | |
| | |

- c-d. The Minister is planning travel to:

- **USA:** The primary purpose of his visit will be to attend the 17th International Conference and Exhibition on LNG (LNG17) and provide the keynote address at the opening ceremony.
- **Mongolia and China:** The primary purpose of this visit will be to chair the Australia-China Natural gas Technology Partnership Fund High Level Dialogue in Beijing, China and to promote Australian mining services and technologies.

- e. All officers that travel on behalf of the Department are required to follow the Government's Lowest Practical Fare and Best Fare of the Day guidelines. The Department is able to monitor this through its Travel Management Company.

- f. The Department provides lounge memberships to some employees in limited circumstances:
- The Department provides Qantas and Virgin Blue lounge memberships.
 - The Department has provided the following number of employees with lounge memberships in the period 1 July 2012 to 28 February 2013:

| Employment Classification | Number |
|----------------------------------|---------------|
| SESB1 | 1 |
| EL2 | 5 |
| EL1 | 7 |
| APS6 | 1 |
| Total | 14 |

- A delegate may approve lounge membership for a staff member where it is anticipated that the officer will be undertaking eight or more trips within a twelve month period.
 - Total cost of memberships in 2012-13 is \$5,675.26.
- g. When Senior Executive Services (SES) officers travel on behalf of the Department they do not generally take support or administrative staff with them
- h. The Department does not elect to offset emissions for employees' work-related travel.

29. Legal Costs

- a. What sum did each portfolio department and agency spend on legal services for this financial year to date within the department/agency? Please provide a list of each service and costs.
- b. What sum did each portfolio department and agency spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.
- c. What sum did each portfolio department and agency spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.
- d. What sum did each portfolio department and agency spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.

Answer:

- a. The Department's total legal spend on internal services was \$441,660 for current financial year to 14 March 2013.

| | |
|-----------------------------|-----------|
| Salaries | \$339,739 |
| Overhead (30% of salaries) | \$101,921 |
| Total salaries and overhead | \$441,660 |

Note: Secondments are reported under AGS legal fees.

- b. The Department spent \$621,324 on legal services from the Australian Government Solicitor to 14 March 2013. This consisted of the following services and categories of advice:

| Firm/Service | \$ Amount |
|----------------------------------|----------------|
| AGS | 621,324 |
| Administrative Law | 8,766 |
| Constitutional Law | 30,326 |
| Contracts and MOUs | 4,050 |
| Grants and Funding Agreements | 570 |
| Indigenous Legal Issues | 21,630 |
| Intellectual Property | 3,461 |
| Legislation | 43,603 |
| Litigation and Disputes | 92,708 |
| Misc Advice | 21,378 |
| Regulatory and Governance Issues | 2,716 |
| Secondments | 302,214 |
| Tax, Customs and Revenue | 3,487 |

- c. The Department spent \$635,055 on legal services from private firms to 14 March 2013:

| Firm/Service | \$ Amount |
|-------------------------------|----------------|
| Baker and McKenzie | 131,521 |
| Grants and Funding Agreements | 957 |
| Regulatory and Governance | 130,564 |
| Clayton Utz | 121,561 |
| Litigation and Disputes | 114,401 |
| Probity | 239 |
| Property | 6,921 |

| | |
|----------------------------------|----------------|
| King and Wood Mallesons | 68,110 |
| Grants and Funding Agreements | 26,182 |
| Probity | 8,854 |
| Property | 33,074 |
| Minter Ellison | 136,050 |
| Debt Recovery | 126 |
| Grants and Funding Agreements | 66,262 |
| Litigation and Disputes | 69,662 |
| Norton Rose | 148,606 |
| Grants and Funding Agreements | 49,174 |
| Intellectual Property | 9,856 |
| Litigation and Disputes | 41,321 |
| Regulatory and Governance Issues | 48,255 |
| Sparke Helmore | 29,207 |
| Probity | 29,207 |

- d. The Department did not spend any money on legal services this financial year to date from other sources.

30. Education Expenses

- a. What are the department/agency's guidelines on study?
- b. For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

Answer:

- a. The Department is committed to providing an environment in which employees are adequately equipped to achieve career and professional development needs relevant to their employment. Principles of the Department Studies Assistance Policy are:
- Support is provided for employees to undertake courses of study that will contribute to the improvement of their professional skills and knowledge relevant to their employment with the Department.
 - All ongoing employees are eligible to apply for studies assistance. Non-ongoing employees will not normally be granted access to studies assistance.
 - Studies assistance approval is on a strictly discretionary basis and must be negotiated within the work unit before study commitments are undertaken.
 - A centralised approval process has been established. Approval for study assistance is to be recommended by Branch Head, endorsed by the relevant Division Head and approved by General Manager, Human Resources. Final Approval for the study assistance application is to be provided by the General Manager, Human Resources to ensure alignment with the Department's Learning and Development Strategy.
 - Approved students are eligible for study leave and financial assistance in the form of a bursary and study materials, and are entitled to paid examination leave.
- b. The Department's total education spend was \$83,327.00. **Attachment D** provides a breakdown of classification, costs, the type of study undertaken and study leave in hours.

31. Executive Coaching and Leadership Training

- a. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for this financial year to date:
- Total spending on these services;
 - The number of employees offered these services and their employment classification;
 - The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification);
 - The names of all service providers engaged.
- b. For each service purchased from a provider listed under (4), please provide:
- The name and nature of the service purchased;
 - Whether the service is one-on-one or group based;
 - The number of employees who received the service and their employment classification;
 - The total number of hours involved for all employees (provide a breakdown for each employment classification);
 - The total amount spent on the service;
 - A description of the fees charged (i.e. per hour, complete package).
- c. Where a service was provided at any location other than the department or agency's own premises, please provide:
- The location used;
 - The number of employees who took part on each occasion (provide a breakdown for each employment classification);
 - The total number of hours involved for all employees who took part (provide a breakdown for each employment classification);
 - Any costs the department or agency has incurred to use the location.

Answer:

- a. The total spend on these services 2012-13 financial year to date is \$200,570.00. **Attachment E** provides a breakdown of each service provider, including the name and nature of the service, costs, participants and their classification, total hours of participation, and the delivery method.

The number of employees offered these services and their classifications are:

- 25 SES employee
- 90 EL2 employees
- 1 APS 6 employee

The number of employees who have utilised these services, their classifications and amount of study leave granted are:

| Number of Employees | Classification | Study Leave |
|---------------------|----------------|-------------|
| 1 | SES Band 2 | 0 |
| 1 | SES Band 1 | 0 |
| 2 | EL2 | 0 |
| 1 | APS6 | 0 |

The service providers engaged:

1. Melbourne Business School
2. Yellow Edge Pty Ltd
3. APS Commission
4. Centre for Public Management

- b. The name of the and nature of the services purchased from each provider are:

| Service Provider | Name of the Service (training course) | Nature of the Service |
|------------------------------|---|------------------------|
| Melbourne Business School | Leading for org impact staff training | Leadership Development |
| | Leadership Development Program | Leadership Development |
| | Strategic Thinking and Action Program | Leadership Development |
| Yellow Edge Pty Ltd | Global Leadership Practises China | Leadership Development |
| | Global Leadership Practises USA | Leadership Development |
| APS Commission | Career Development Assessment Centre | Leadership Orientation |
| | SES orientation | Leadership Assessment |
| Centre for Public management | Influencing Skills in Leadership: how to change minds | Leadership Development |

The services were all group based. The number of employees who received the service and their employment classification are:

| Number of employees | Classification |
|---------------------|----------------|
| 1 | SES Band 2 |
| 1 | SES Band 1 |
| 2 | EL2 |
| 1 | APS6 |

The total number of hours involved for all employees are:

| Number of employees | Classification | Participation Hours |
|---------------------|----------------|---------------------|
| 1 | SES Band 2 | 40 |
| 1 | SES Band 1 | 40 |
| 2 | EL2 | 104 |
| 1 | APS6 | 16 |

The total amount spent on the services is \$200,552.00. A description of the fees charged, for each complete course is:

| Service Provider | Name of the Service/Course | Total fee per course |
|------------------------------|---|----------------------|
| Melbourne Business School | Leading for organisational impact staff training | \$9,860.00 |
| | Leadership Development Program | \$9,760.00 |
| | Strategic Thinking and Action Program | \$7,880.00 |
| Yellow Edge Pty Ltd | Global Leadership Practises China | \$16,500.00 |
| | Global Leadership Practises USA | \$17,600.00 |
| APS Commission | Career Development Assessment Centre | \$12,925.00 |
| | SES orientation | \$3,200.00 |
| Centre for Public management | Influencing Skills in Leadership: how to change minds | \$1,570.00 |

- c. The location for each service and the number of employees who took part and their classification:

| Service Provider | Location | Employee Classification |
|---|-----------------------|-------------------------|
| Leading for organisational impact staff training | Mt Eliza | SES Band 2 |
| Leadership Development Program | Mt Eliza | Not attended yet |
| Strategic Thinking and Action Program | Mt Eliza | Not attended yet |
| Global Leadership Practises China | Canberra and China | EL2 |
| Global Leadership Practises USA | Canberra and USA | Not attended yet |
| Career Development Assessment Centre | Tuggeranong/ Canberra | EL2 |
| SES Orientation | Woden/ Canberra | SES Band 1 |
| Influencing Skills in Leadership: how to change minds | Macquarie/ Canberra | APS 6 |

The number of employees who took part on each occasion:

| Number of Employees | Classification |
|---------------------|----------------|
| 1 | SES Band 2 |
| 1 | SES Band 1 |
| 2 | EL2 |
| 1 | APS6 |

The total number of hours involved for employees who took part and their classification are:

| Number of employees | Classification | Participation Hours |
|---------------------|----------------|---------------------|
| 1 | SES Band 2 | 40 |
| 1 | SES Band 1 | 40 |
| 2 | EL2 | 104 |
| 1 | APS6 | 16 |

There were no costs to the Department to use the location other than the course fees.

32. Media Training

- a. In relation to media training services purchased by each department/agency, please provide the following information for this financial year to date:
 - Total spending on these services;
 - The number of employees offered these services and their employment classification;
 - The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification);
 - The names of all service providers engaged.
- b. For each service purchased from a provider listed under (4), please provide:
 - The name and nature of the service purchased;
 - Whether the service is one-on-one or group based;
 - The number of employees who received the service and their employment classification (provide a breakdown for each employment classification);
 - The total number of hours involved for all employees (provide a breakdown for each employment classification);
 - The total amount spent on the service;
 - A description of the fees charged (i.e. per hour, complete package).
- c. Where a service was provided at any location other than the department or agency's own premises, please provide:

- The location used;
- The number of employees who took part on each occasion;
- The total number of hours involved for all employees who took part (provide a breakdown for each employment classification);
- Any costs the department or agency has incurred to use the location.

Answer:

The Department has not purchased media training this financial year to date.

33. Paid Parental Leave

- a. Please list how many staff in each department and agency are eligible to receive payments under the Government's Paid Parental Leave scheme?
- b. For this financial year to date list which department/agency is providing its employees with payments under the Government's Paid Parental Leave scheme. Please list how many staff (and detail their classification) are in receipt of these payments.
- c. What is the paid parental scheme offered by each department and agency? How many staff have used the scheme this financial year to date?

Answer:

- a. Eligibility to receive Paid Parental Leave is determined by Centrelink based on a range of confidential information provided to Centrelink by the employee, which the Department does not have access to
- b. Paid Parental Leave payments were provided by the Department. Details below:

| Classification | Number of Positions: |
|----------------------|----------------------|
| APS6 | 2 |
| EL1 | 8 |
| EL2 (and equivalent) | 7 |
| TOTAL | 17 |

- c. The Department does not offer an alternative scheme. The Department provides eligible employees with payments under the Government's Paid Parental Leave Scheme. Details below:

| Classification | Number of Positions: |
|----------------------|----------------------|
| APS6 | 2 |
| EL1 | 8 |
| EL2 (and equivalent) | 7 |
| TOTAL | 17 |

34. Training for Portfolio Minister & Parliamentary Secretaries

- a. For this financial year to date, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, provide the cost and for which Minister and/or Parliamentary Secretary the training was for.
- b. For this financial year to date, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.
- c. For this financial year to date, how much has been spent on training designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training,

provide the cost and for which Minister and/or Parliamentary Secretary the training was for; note how many employees attended and note their classification.

Answer:

For this financial year to date, there has been no money spent by the Department on training for the Minister, his staff or on training designed to better suit the needs of the Minister.

35. Corporate Cars

- a. How many cars are owned by each department/agency?
- b. Where are the cars located?
- c. What are the cars used for?
- d. What is the cost of each car for this financial year to date?
- e. How far did each car travel this financial year to date?

Answer:

The Department does not own any corporate cars.

36. Taxi Costs

- a. How much did each department/agency spend on taxis this financial year to date? Provide a breakdown for each business group in each department/agency.
- b. What are the reasons for taxi costs?

Answer:

- a. The Department spent \$108,226.82 on taxi costs for the 2012-13 financial year as at 28 February 2012:

| Division | Amount Spent |
|--|-------------------|
| Bureau of Resources & Energy Economics | 4,117.15 |
| Clean Energy | 19,956.53 |
| Corporate Services | 15,505.81 |
| Energy and Environment | 8,781.33 |
| Energy Security | 2,583.86 |
| Energy Special Account | 77.15 |
| Energy White Paper | 611.35 |
| Office of Spatial Policy | 4,225.66 |
| Resources | 27,991.90 |
| Tourism | 15,861.26 |
| ARENA Support | 8,514.82 |
| Total | 108,226.82 |

- b. The main reasons for taxi costs incurred by the Department are:
 - Travel to and from meetings, conferences, training and the like.
 - Travel home for staff required to work back late.
 - Delivery of official documents in person.
 - Taxi fares when undertaking domestic and international travel.

37. Hire Cars

- a. How much did each department/agency spend on hire cars this financial year to date? Provide a breakdown of each business group in each department/agency.
- b. What are the reasons for hire car costs?

Answer:

- a. The Department spent \$10,164.07 on hire cars for the 2012-13 financial year as at 28 February 2013:

| Division | Amount Spent |
|--|------------------|
| Bureau of Resources & Energy Economics | 144.97 |
| Clean Energy | 2,279.16 |
| Corporate Services | 459.26 |
| Energy and Environment | 728.12 |
| Energy Security | 306.41 |
| Office of Spatial Policy | 575.39 |
| Resources | 2,872.48 |
| Tourism | 1,907.78 |
| ARENA Support | 890.50 |
| Total | 10,164.07 |

- b. The main reason for hire car costs incurred by the Department is when undertaking domestic and international travel.

38. Credit Cards

- a. Provide a breakdown for each employment classification that has a corporate credit card.
- b. Please update details of the following:
 - What action is taken if the corporate credit card is misused?
 - How is corporate credit card use monitored?
 - What happens if misuse of a corporate credit card is discovered?
 - Have any instances of corporate credit card misuse been discovered? If yes, list staff classification and what the misuse was, and the action taken.
 - What action is taken to prevent corporate credit card misuse?

Answer:

- a. The Department has issued physical credit cards for the following employee classifications:

| Employment Classification | Number |
|---------------------------|------------|
| SEC | 1 |
| SES3 | 1 |
| SES2 | 7 |
| SES1 | 20 |
| EL2 | 93 |
| EL1 | 122 |
| APS6 | 62 |
| APS5 | 40 |
| APS4 | 9 |
| APS3 | 2 |
| APS2 | 1 |
| Total | 358 |

- b. A staff member misusing a corporate credit card may be subject to action under the APS Code of Conduct and may be subject to prosecution. Cardholders are responsible for reporting any

inappropriate expenditure on their corporate credit card, including expenditure of a private nature, to the:

- Chief Internal Auditor;
- Chief Financial Officer;
- Agency Security Advisor; and
- cardholders manager .

Any such report must be made in writing and immediately following the identification of the inappropriate expenditure. Cardholders must also report the incident to the appropriate Business Manager in each Division, who will arrange for repayment of the inappropriate expenditure.

Each Division's Executive Assistants and Finance Officers are responsible for performing monthly reconciliations for their cardholders. After completing the reconciliation they are required to enter the transactions into the Financial Management System.

Cardholders are responsible for reporting any inappropriate expenditure utilising their corporate credit card.

There has been one instance of corporate credit card misuse – a Commonwealth credit card mistakenly used for private use. The appropriate officials were notified. The CFO issued an official warning and a tax invoice. The money was recovered.

Officials are required to read the Department's Chief Executive instructions (CEI) in relation to the use of Commonwealth Credit Cards and associated Credit Card Manual. They are required to sign an agreement form stating that they have read the document and understood the requirements. In the instance that the policies do not provide guidance on a particular topic, staff are advised to follow the Government's fundamental policy of efficient, effective, economical and ethical use of Commonwealth resources and not inconsistent with policies of the Commonwealth (Section 44 of the *Financial Management and Accountability Act 1997*). Training is also provided to new staff starting with the Department, to new card holders and as required for current card holders.

39. Provision of Equipment

- a. For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and what are the purchase and associated costs?
- b. For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs for this financial year to date?
- c. Is electronic equipment (such as iPad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.
- d. Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to whom it is provided.

Answer:

- a. The Department receives its Blackberry services through its ICT support arrangement with the Department of Industry, Innovation, Science, Research and Tertiary Education (DIISRTE). In November of 2012 DIISRTE notified the Department that Blackberry services

would be decommissioned on the 30 June 2013, after this time Good for Enterprise would be the corporate remote email solution utilising Apple handsets.

Currently the Department provides Blackberry and iPhone 5 handsets to the Minister and his staff. These items have been sourced from the Telecommunications Commodities, Carriage and Associated Services Panel and Apple Pty Ltd.

The device costs and associated plans are listed below:

| Device | Handset Cost | Plan Cost |
|----------------------|--------------|------------------------|
| Blackberry Bold 9780 | \$572 | \$45 per month + Calls |
| iPhone 5 | \$799 | \$20 per month + Calls |

- b. The current ongoing costs for 2012-13 are:

Desktop File and Print Services: \$78,000 (approx \$6000 per user)

Carrier Charges: \$30,602.63

Hardware Purchases: \$10,288.35

Total: \$118,890.98

- c. Electronic equipment that is considered outside a standard workstation setup (Desktop PC, Phone, Monitor and Peripherals) is provided on a requirement basis to Departmental staff. The Department has a one machine per person policy for all staff (except senior executive staff).

Outlined below is a breakdown of ICT equipment available to particular classifications of staff, and also the costs associated with this equipment.

| Classification | Services and Devices |
|-----------------|--|
| Minister | Land Line Services, Bigpond Account, IPAD, iPhone 5, Blackberry, , Mobile Ph WiFi 4G, USB Modem, Laptop, PC |
| MO Staff | Pool IPADs, iPhone 5, Blackberry, Mobile Phone, WiFi 4G, USB Modem, Laptop, PC |
| SES | Land Line Services where appropriate, IPAD (2 only), iPhone 5, Blackberry, Mobile Phone, WiFi 4G, USB Modem, Laptop, PC |
| EL2 | Blackberry, Mobile Phone, WiFi 4G, USB Modem, Laptop |
| EL1 | PC, Mobile Phone if required |
| APS 1-6 | PC, Mobile Phone if required |

| Device/Service | Cost |
|---------------------------|---|
| Land Line Services | \$41.95 per month or \$69.95 per month |
| IPAD | \$544 - IPAD & \$69/8GB per month |
| iPhone 5 | \$799 – iPhone 5: \$15/1GB data & \$5 Voice Plan per month |
| Blackberry | \$572 - Blackberry Bold 9780 & \$39.96 per month (12 month WoG) |
| Mobile | \$110 - Nokia C2-01 & \$5 Voice Plan per month |
| WiFi 4G | \$170 - & \$39/1GB or \$49/4GB |
| USB Modem | \$249 - Telstra 4G & \$39/1GB or \$49/4GB |
| Laptop | \$1164 - Dell Latitude E6320 |
| PC | \$943 – Optiplex 990 (includes monitor, mouse & keyboard) |

- d. Below is a breakdown of electronic equipment provided to the Minister's Office as per each staffing level.

| Name | Devices |
|------------------------------|---|
| Chief of Staff | PC, Laptop, iPhone 5, USB Modem |
| Departmental Liaison Officer | Laptop, Blackberry, USB Modem |
| Minister's Office Canberra | IPAD |
| The Minister | PC, Laptop, iPhone 5, Mobile, USB Modem |
| Assistant Adviser | PC, Laptop, iPhone 5, USB Modem |
| Media Adviser | PC, Laptop, iPhone 5, USB Modem, IPAD |
| Adviser | PC, Laptop, iPhone 5, USB Modem |
| Minister's Office Melbourne | IPAD |
| Assistant Adviser | PC, iPhone 5 |

| | |
|--|---------------------------------|
| Executive Assistant | PC, iPhone 5 |
| Administrative Assistant | PC, iPhone 5 |
| Departmental Liaison Officer | PC, Blackberry |
| Senior Adviser - Energy | PC, Laptop, iPhone 5, USB Modem |
| Deputy Chief of Staff Principal Adviser - Resources | PC, Laptop, iPhone 5, WiFi 4G |
| Tourism Adviser | PC, Laptop, iPhone 5, USB Modem |

Device and associated service costs are:

| Device | Handset Cost | Plan Cost |
|----------------------|--------------|------------------------|
| Blackberry Bold 9780 | \$572 | \$45 per month + Calls |
| iPhone 5 | \$799 | \$20 per month + Calls |
| IPAD | \$544.00 | \$69/8GB |
| WiFi 4G | \$170.00 | \$39/1GB, \$49/4GB |
| Telstra 4G Modem | \$249.00 | \$39/1GB, \$49/4GB |
| Desktop | \$943 | N/A |
| Laptop | \$1164 | N/A |

40. Electricity Purchasing

- a. What are the details of the department/agency electricity purchasing agreement?
- b. What are the department/agency electricity costs for this financial year to date?

Answer:

- a. The Department currently purchases electricity directly from ERM Power Retail Pty Ltd and Energy Australia.
- b. \$79,746.89 (GST inclusive).

41. Briefings or Costings for the Australian Greens and Independents

- a. Have any briefings and/or provision of information been provided to the Australian Greens? If yes, please include:
 - How are briefings requests commissioned?
 - What briefings have been undertaken? Provide details and a copy of each briefing.
 - Provide details of what information has been provided and a copy of the information.
 - Have any briefings requests been unable to proceed? If yes, provide details of what the requests were and why they could not proceed.
 - How long is spent preparing and undertaking briefings/information requests for the Australian Greens? How many staff are involved and how many hours? Provide a breakdown for each employment classification.
- b. Have any briefings and/or provision of information been provided to Independents? If yes, please include:
 - How are briefings requests commissioned?
 - What briefings have been undertaken? Provide details and a copy of each briefing.
 - Provide details of what information has been provided and a copy of the information.
 - Have any briefings requests been unable to proceed? If yes, provide details of what the requests were and why they could not proceed.
 - How long is spent preparing and undertaking briefings/information requests for the Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.
 - Which Independents have requested briefings and/or information?

Answer:

No briefing or information has been provided to the Australian Greens or the Independents this financial year to date.

42. Shredders

Has the department/agency purchased any shredders this financial year? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.

Answer:

The Department has not purchased any shredders in the 2012-13 financial year.

43. Protective Security Policy Framework

Provide an update for your department/agency, including what is your current compliance level, what are you doing to manage risk, what is being done to comply with the mandatory requirements, and details of any department/agency specific policies and procedures.

Answer:

The first compliance report to the Portfolio Minister is due in August 2013.

The Department is working towards being fully compliant with the Protective Security Policy Framework (PSPF) by that date. An initial assessment indicates the Department is currently compliant or partially compliant with all PSPF requirements.

A compliance audit has been scheduled for the third quarter of 2012-13 to measure the Department's compliance with the PSPF.

A security risk assessment was undertaken in 2011 and its findings incorporated into the Department's Security Control Plan 2011 – 2013. Action has been taken to update all of the Department's security policies, procedures and guidelines so that they reflect PSPF requirements.

These documents include:

- The Department of Resources, Energy and Tourism's (RET's) Security Framework;
- Protective Security Procedural Rule;
- Sensitive Communications Procedural Rule;
- Carriage of (or transporting) Security Classified Information; and
- Security Classifications, Dissemination Limiting Markers and Classifying Documents.

44. Office Locations

Please provide a list of all office locations for all departments and agencies within the portfolio by:

- a. Department/Agency;
- b. Location;
- c. Leased or Owned;
- d. Size;
- e. Number of Staff at each location and their classification;
- f. If rented, the amount and breakdown of rent per square metre;

- g. If owned, the value of the building;
- h. Depreciation of buildings that are owned;
- i. Type of functions and work undertaken.

Answer:

- a-f. The Department of Resources, Energy and Tourism leases all of its accommodation. Below are details of location, size, staff occupancy and rental details:

| Address | Canberra – 51 Allara Street, Civic | Canberra – 25 Constitution Avenue, Civic | Melbourne – 451 Little Bourke Street | Perth – 58 Mounts Bay Road | Newcastle – 10 Murray Dwyer Circuit |
|-----------------------------------|------------------------------------|--|--------------------------------------|----------------------------|-------------------------------------|
| Size of Premises per square metre | 8,021 | 710 | 455 | 793 | 101 |
| Cost per square metre in AUD | \$384 | \$366 | \$468 | \$751 | \$603 |
| SES | 29 | | - | 1 | - |
| Executive Level | 254 | | 10 | 13 | 1 |
| APS6 | 88 | | 3 | 4 | - |
| APS5 | 62 | | 1 | 2 | 2 |
| APS4 | 26 | | - | 3 | - |
| APS3 | 2 | | - | - | 1 |
| APS2 | 1 | | - | - | - |
| APS1 | 1 | | - | - | - |
| Graduate | 7 | | - | - | - |
| Total | 470 | | 14 | 23 | 4 |

- g. Not applicable.
- h. Not applicable
- i. The Department of Resources, Energy and Tourism provides advice and policy support to the Australian Government regarding Australia's resources, energy and tourism sectors. The Department develops and delivers policies to increase Australia's international competitiveness, consistent with the principles of environmental responsibility and sustainable development.

45. Communications Staff

- a. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:
 - By Department or Agency:
 - How many ongoing staff, the classification, the type of work they undertake and their location;
 - How many non-ongoing staff, their classification, type of work they undertake and their location;
 - How many contractors, their classification, type of work they undertake and their location;
 - How many are graphic designers?
 - How many are media managers?
 - How many organise events?
- b. Do any departments/agencies have independent media studios? If yes, why? When were they established? What is the set up cost? What is the ongoing cost? How many staff work there and what are their classifications?

Answer:

- a. As at 28 February 2013 the department had the below listed ongoing public relations, communications and media staff:

| Ongoing Staff | Classification | Type of work | Location |
|---------------|---|---|----------|
| 8 | EL2 x 1 EL1 x 2 APS6 x 2 APS 5 x 3 | Speech & Media Release writing, graphic design, printing & publications, communication strategies, media enquiries, internal communications | Canberra |

As at 28 February 2013 the department had the below listed non-ongoing public relations, communications and media staff:

| Non -Ongoing Staff | Classification | Type of work | Location |
|--------------------|----------------|--------------------------------|----------|
| 1 | APS 5 | Speech & Media Release writing | Canberra |

There were no contractors employed in these roles.

- b. The Department does not have a media studio.

ATTACHMENT A

RET Portfolio Boards' Composition* as at 28 February 2013

| Portfolio Board Name | Gender Balance F:M | Person (First Name, Family Name) | Gender | Start date | End date | 2012-13 Appointments details |
|--|-----------------------|----------------------------------|--------|------------|-----------|------------------------------------|
| National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) Advisory Board | 2:6 | Mr Keith Spence | Male | 18-Mar-10 | 17-Mar-16 | Reappointed as from 17 March 13 |
| | | Mr Kym Bills | Male | 15-Sep-09 | 14-Mar-16 | Reappointed as from 14 December 12 |
| | | Dr Lynne Chester | Female | 11-Mar-09 | 10-Mar-15 | |
| | | Dr Jan Hayes | Female | 18-Mar-10 | 17-Mar-16 | |
| | | Dr Michael Ollis | Male | 11-Mar-09 | 10-Mar-15 | |
| | | Mr Anthony Pooley | Male | 11-Mar-09 | 10-Mar-14 | |
| | | Mr Michael Large | Male | 24-Jun-10 | 23-Jun-13 | |
| | | Mr Gerard Early | Male | 1-Jan-12 | 31-Dec-13 | |
| Tourism Australia | 4:4 | Mr Geoff Dixon | Male | 1-Jul-09 | 30-Jun-15 | |
| | | Ms Kate Lamont | Female | 1-Jul-09 | 30-Jun-15 | |
| | | Ms Terri Janke | Female | 1-Jul-11 | 30-Jun-14 | |
| | | Ms Sandra McPhee | Female | 1-Jul-09 | 30-Jun-15 | |
| | | Ms Janet Whiting | Female | 1-Jul-11 | 30-Jun-14 | |
| | | Mr Brett Godfrey | Male | 1-Jul-10 | 30-Jun-13 | |
| | | Mr Mark Stone | Male | 1-Jul-10 | 30-Jun-13 | |
| | | Mr Didier Elzinga | Male | 1-Jul-10 | 30-Jun-13 | |
| National Carbon Capture and Storage Council | 1:12 | Reinoud Blok | Male | 1-Feb-12 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Michael Hutchinson | Male | 3-Mar-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Sandra Denis | Female | 1-Feb-12 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Dr Richard Aldous | Male | 1-Feb-12 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Peter Freyberg | Male | 3-Mar-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Brad Mullard | Male | 3-Mar-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Dan Hunt | Male | 3-Mar-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Dick Wells | Male | 1-Feb-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Roy Krzywosinski | Male | 3-Mar-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Keith Spence | Male | 3-Mar-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Dominique Van Gent | Male | 3-Mar-11 | 31-Jan-14 | Reappointed as from 31 January 13 |
| | | Tom Hatton | Male | 07-Jan-13 | 31-Jan-14 | New Appointment |
| | | Greg Everett | Male | 07-Jan-13 | 31-Jan-14 | New Appointment |
| Australian Solar Institute ** | 1:0 | Ms Jenny Goddard | Female | 10-Aug-09 | 09-Aug-13 | Reappointed as from 31 December 12 |
| Tourism Quality Council of Australia | 1:4 | Mr Simon Carrant | Male | 1-May-10 | 31-Oct-13 | |
| | | Mr Rolf Duels | Male | 1-May-10 | 01-May-13 | |
| | | Mr Wayne Clift | Male | 2-Nov-11 | 01-May-13 | |
| | | Ms Lynne Hocking | Female | 2-Nov-12 | 30-Jun-14 | |
| | | Mr Nicholas Hunt | Male | 2-Nov-12 | 30-Jun-14 | |
| Australian Renewable Energy Agency (ARENA) Board | 3:3 | Greg Bourne | Male | 9-May-12 | 16-Jul-14 | |
| | | Elizabeth (Betsy) Donaghey | Female | 14-Jul-12 | 16-Jul-14 | |
| | | Brian Spalding | Male | 9-May-12 | 09-May-14 | |
| | | Jane Sargison | Female | 14-Jul-12 | 16-Jul-14 | |
| | | Judith Smith | Female | 14-Jul-12 | 16-Jul-14 | |
| | | Mark Twidell | Male | 14-Jul-12 | 16-Jul-14 | |

Total gender ratio across RET portfolio boards is 1:2.4

Total gender % across RET portfolio boards is 29.4%

*Boards and appointments as determined 'reportable boards and appointments' in accordance with Office for Women Guidelines.

**finalising arrangements of the transfer of agency functions to the Australian Renewable Energy Agency (ARENA)

ATTACHMENT B

Department of Resources, Energy and Tourism – Consultancies for 1 July 2012 – 28 February 2013

| Consultant Name | Subject Matter of the Consultancy | Procurement Method | Start Date | End Date | Value (AUD) |
|--|--|---------------------|------------|-----------|---------------|
| Worleyparsons Services Pty Ltd-Melbourne | Provision of consultancy services relating to mining plant Energy Efficiency Opportunities program trial | Open tender | 31-Jan-13 | 7-May-13 | \$ 64,856.00 |
| University Of Technology Sydney | Provision of maintenance services for the energy efficiency sub-site. | Limited tender | 23-Jan-13 | 30-Jun-13 | \$ 18,846.20 |
| Hale and Twomey Limited | Provision of advice regarding the overview of the oil market with regard to stocks on water and demonstrated regional differences in the market | Limited tender | 1-Feb-13 | 27-Feb-13 | \$ 20,000.00 |
| Seed Advisory Pty Ltd | Provision of advice on the privacy implementations of data generated by smart meters | Limited tender | 5-Feb-13 | 26-May-13 | \$ 92,000.00 |
| Zettaserve Pty Ltd | Provision of architecture and design plans for NOPTA. | Limited tender | 30-Nov-12 | 31-Jan-13 | \$ 148,800.00 |
| Greenhill Research and Planning | Provision of market research services in order to understand the tourism impacts and opportunities associated with the international education market in the Australian Capital Territory | Limited tender | 4-Feb-13 | 30-Jun-13 | \$ 43,956.00 |
| KPMG | Provision of consultancy services regarding the development of a series of practical strategies designed to assist the tourism and hospitality industry alleviate its labour and skills issues | Open tender | 18-Jan-13 | 31-Jan-14 | \$ 149,645.12 |
| ACIL Tasman Pty Ltd | Provision of report that reviews the Australian Energy Market Commission and Australian Energy Regulator performance budgetary accountability frameworks | Prequalified tender | 21-Jan-13 | 31-May-13 | \$ 98,756.80 |
| Deloitte Finance Pty Ltd | Provision of consultancy services relating to Smart Grid Smart City Applications Panel | Open tender | 11-Oct-12 | 30-Jun-13 | \$ 95,148.00 |

| | | | | | | |
|--|---|----------------|-----------|-----------|----|------------|
| Decisive Consulting Pty Ltd | Provision of consultancy services to enhance efficiencies within Tourism Research Australia by mapping data needs and flows within the agency and identifying duplications and areas that could be improved | Limited tender | 5-Feb-13 | 8-Mar-13 | \$ | 10,800.00 |
| Greco Consulting | Provision of consultancy Services relating to a brick manufacturing plant | Limited tender | 25-Jan-13 | 30-Jun-13 | \$ | 66,352.00 |
| John Tamblyn | Provision of consultancy advice to the Standing Council on Energy and Resources | Limited tender | 17-Jan-13 | 30-Apr-14 | \$ | 103,000.00 |
| Cloon Economics | Provision of report on implementation model for a national energy consumer advocacy body | Limited tender | 17-Jan-13 | 30-Apr-13 | \$ | 103,000.00 |
| The Stafford Group | Provision of consultancy services on the Sydney Tourism Employment Plan (STEP) project and the development of a series of practical strategies designed to assist the tourism and hospitality industry alleviate its labour and skills issues | Open tender | 20-Dec-12 | 31-Jan-14 | \$ | 142,000.00 |
| Mercury Project Solutions Pty Ltd | Provision of roadmap for National Spatial Information Infrastructure | Limited tender | 9-Nov-12 | 30-Jun-13 | \$ | 15,000.00 |
| Saltbush Consulting Pty Ltd | Provision of security certification and validation services | Limited tender | 6-Dec-12 | 31-Mar-13 | \$ | 81,950.00 |
| Ansto | Provision of technical advice on various aspects of the radioactive waste management facility | Limited tender | 28-Nov-12 | 30-Jun-13 | \$ | 250,000.00 |
| Australian Tourism Data Warehouse | Development of a knowledge base and online community to store, disseminate, and share information, case studies, research and tools across government and the private sector to support the delivery of digital initiatives | Open tender | 7-Jan-13 | 6-Jan-14 | \$ | 109,076.00 |
| Kw and Ka Spence | Provision of expert consultancy services - review of CarbonNet and Wandoan project proposals | Limited tender | 11-Sep-12 | 1-Nov-12 | \$ | 28,636.36 |
| Worleyparsons Services Pty Ltd-Melbourne | Provision of consultancy services relating to a coal combustion products plant project | Open tender | 21-Dec-12 | 30-Apr-13 | \$ | 54,926.30 |

| | | | | | | |
|--|--|----------------|-----------|-----------|----|--------------|
| Worleyparsons Services Pty Ltd-Melbourne | Provision of consultancy services regarding the assessment plans for companies participating in Energy Efficiency Opportunities new developments project | Open tender | 7-Nov-12 | 31-Jan-13 | \$ | 55,759.00 |
| Orc Aus Pty Ltd | Data Collection for TRAs National Visitor Survey (NVS) calendar years 2013-2015 | Open tender | 2-Jan-13 | 31-Dec-15 | \$ | 7,443,000.00 |
| Pitt and Sherry Operations Pty Ltd | Develop a framework for assessing energy use in the construction sector | Limited tender | 8-Nov-12 | 28-Feb-13 | \$ | 38,071.00 |
| Metrix Consulting | Undertake research services for the Tourism Western Australia Camping and Caravanning Destination Visitor Survey, to gain an up to date understanding of the current and emerging characteristics and behaviours of caravan park users and free campers in WA. | Limited tender | 8-Nov-12 | 30-Jun-13 | \$ | 74,156.00 |
| P R Lake | Provision of expert Consultancy Services in relation to Carbon Capture and Storage Projects | Limited tender | 12-Sep-12 | 1-Nov-12 | \$ | 25,000.00 |
| Pitt and Sherry Operations Pty Ltd | To develop a transport sector specific energy assessment methodology | Limited tender | 29-Oct-12 | 30-Jun-13 | \$ | 147,070.00 |
| Parsons Brinckerhoff Australia | Undertake financial, technical and commercial assessment of clean energy project proposals seeking government support | Open tender | 7-Sep-12 | 30-Jun-13 | \$ | 132,000.00 |
| Brobol Pty Ltd | Provision of advisory services on a NOPTA specific Risk Management Plan, including risk management data and a risk register. | Limited tender | 18-Dec-12 | 28-Feb-13 | \$ | 25,000.00 |
| Pricewaterhousecoopers Services Pty Ltd | Provision of advisory services regarding the introduction of new accessible room requirements for new buildings under classes 2 and 3 of the Building Code of Australia | Open tender | 22-Nov-12 | 22-Apr-13 | \$ | 109,516.00 |
| Energeia Pty Ltd | Undertake study of the loss reduction opportunities in the electricity sector | Open tender | 26-Oct-12 | 30-Jun-13 | \$ | 104,093.00 |
| I-View Pty Ltd | Provision of research services to undertake fieldwork | Limited tender | 24-Oct-12 | 30-Jun-13 | \$ | 440,000.00 |

| | | | | | | |
|--------------------------------------|--|----------------|-----------|-----------|----|------------|
| P R Lake | Provision of services to act as the Senior Commonwealth Representative to the Intergoverning Steering Committee (ISC) for Carbon Net | Limited tender | 12-Sep-12 | 30-Jun-13 | \$ | 70,000.00 |
| Chris Harvey Consulting | Provision of consultancy services to undertake study of the loss reduction opportunities in the gas sector | Limited tender | 29-Oct-12 | 30-Jun-13 | \$ | 32,620.00 |
| Davidson Trahaire Corpsych | Approval of contract between the Commonwealth and Davidson Trahaire Corpsych to undertake the Departmental Employee Assistance Program. | Limited tender | 1-Jul-12 | 30-Jun-13 | \$ | 16,500.00 |
| Ernst and Young (Canberra) | Undertake an internal audit of Accounts Payable | Open tender | 7-Sep-12 | 31-Dec-12 | \$ | 37,380.00 |
| ENRESA | Provision of generic concept design for the National Radioactive Waste Management Facility | Open tender | 12-Oct-12 | 30-Jun-13 | \$ | 403,000.00 |
| Deloitte Finance Pty Ltd | Provision of auditing and financial process on a Pilot Project | Open tender | 1-Jan-00 | 1-Jan-00 | \$ | 381,624.00 |
| Energy Consulting (MDQ Consulting) | MDQ Consulting to provide a gas transmission pipeline report | Limited tender | 2-Oct-12 | 19-Oct-12 | \$ | 12,210.00 |
| Accenture Australia Holdings Pty Ltd | Provision of consultancy services to review Smart Grid Smart City project plans | Open tender | 16-Jul-12 | 5-Oct-12 | \$ | 34,297.00 |
| Sapere Research Group Limited | Provision of regulatory impact statements for the expansion of the Energy Efficiency Opportunity project | Open tender | 24-Aug-12 | 30-Jun-13 | \$ | 57,000.00 |
| Optimum Business Consulting Pty Ltd | Approval of contract between the Commonwealth and Optimum Consulting Pty Ltd to provide financial management services to the Department. | Limited tender | 4-Sep-12 | 18-Jan-13 | \$ | 125,000.00 |
| The University of Sydney | Provision of Canberra Workshop | Limited tender | 5-Sep-12 | 7-Sep-12 | \$ | 15,765.20 |
| Alberfield Pty Ltd | Provision of full verification services and site visit for BHP Billiton | Open tender | 10-Sep-12 | 10-Jan-13 | \$ | 39,999.50 |

| | | | | | | |
|------------------------------------|---|----------------|-----------|-----------|----|-----------|
| Monash University General Account | Projects to provide additional program analysis and fact sheets. | Limited tender | 2-Oct-12 | 31-Dec-12 | \$ | 96,934.75 |
| Fivium Pty Ltd | Provision of consultancy services to assess suitability of the UK Oil and Gas Portal for integration within the future development of NEATS. | Limited tender | 11-Sep-12 | 30-Nov-12 | \$ | 60,000.00 |
| Balance Energy Pty Ltd | Full Verification and site visit for BHP Billiton | Open tender | 10-Sep-12 | 10-Jan-13 | \$ | 37,040.96 |
| Balance Energy Pty Ltd | Full verification and site visit of Boral | Open tender | 5-Sep-12 | 1-Dec-12 | \$ | 19,483.68 |
| Airbiz Aviation Strategies Pty Ltd | To develop an industry-driven strategy that will assist tourism stakeholders and regional airports in attracting more foreign airlines to service their state, city, region and/or airport. | Limited tender | 14-Aug-12 | 17-Sep-12 | \$ | 51,700.00 |
| Fenton Communications | Development of a marketing strategy for the Energy Efficiency Exchange Website. | Limited tender | 3-Aug-10 | 20-Sep-10 | \$ | 23,780.00 |
| KPMG Canberra | Provision of Audit services from Quarter 1, 2012-13 and must be completed by 31 Dec 2012 | Open tender | 17-Jul-12 | 31-Dec-12 | \$ | 30,000.00 |
| Climate Change Response Pty Ltd | Provide energy expert advice in undertaking verification of Energy Efficiency Opportunities registered companies. | Open tender | 14-Feb-11 | 14-May-11 | \$ | 24,750.00 |
| Geoscience Australia | Provision of technical advice on offshore title operator's work programs. | Limited tender | 24-Aug-12 | 30-Aug-12 | \$ | 11,667.89 |
| Regulatory Economics Limited | Regulatory Economics Limited (Chris Decker) to undertake additional critical research as part of the Limited Merits Review regime | Limited tender | 21-Aug-12 | 30-Sep-12 | \$ | 25,000.00 |
| Energieia Pty Ltd | Efficiency Energy Opportunities networks assessment and reporting framework issues paper | Open tender | 9-Jul-12 | 30-Jun-13 | \$ | 23,120.00 |
| Zettaserve Pty Ltd | Provision of ICT scoping services for NOPTA. | Limited tender | 3-Jul-12 | 31-Jul-12 | \$ | 24,000.00 |

| | | | | | | |
|--|---|---------------------|-----------|-----------|----|------------|
| HAC Consulting Pty Ltd | Provision of consultancy services on energy use and energy efficiency advice for use in the development of advice, materials, workshops and training. | Open tender | 15-Jun-12 | 30-Aug-12 | \$ | 18,288.00 |
| Sapere Research Group Limited | Provision of Scoping Study into development of Energy I-Hub Contract for the engagement of Sapere Research Group to undertake a scoping study into the development of an energy information hub (i-hub) | Prequalified tender | 22-Feb-12 | 14-Jun-12 | \$ | 158,259.78 |
| Australian Energy Market Operator | Provision of consultancy services to prepare an updated Contingency Planning Report as part of the National Gas Emergency Response Advisory Committee's current work program. | Limited tender | 14-Jun-12 | 30-Jun-13 | \$ | 150,000.00 |
| Australian Tourism Data Warehouse | Provision of consultancy services on the Tourism E-kit Development Project | Limited tender | 28-Jun-12 | 30-Jun-13 | \$ | 222,260.00 |
| CSIRO ENERGY TECHNOLOGY | Provision of an online modelling tool that will be accessible to the general public coinciding with the release of the Final Energy White Paper. | Limited tender | 27-Jun-12 | 31-Aug-12 | \$ | 38,500.00 |
| Kema Australia | Provision of consultancy services on the smart meters and programs, and the development of the National Smart Meter Infrastructure report | Open tender | 6-Jun-12 | 31-Aug-12 | \$ | 94,600.00 |
| Timor Sea Designated Authority | Provision of Greater Sunrise Field Independent Petroleum Resource Certification Reserve Study | Limited tender | 20-Jun-12 | 30-Jun-13 | \$ | 500,000.00 |
| Regulatory Economics Limited | Consultancy services from Chris Decker to undertake additional critical research as part of the Review of the limited Merits Review regime. | Limited tender | 6-Jun-12 | 30-Jun-12 | \$ | 15,000.00 |
| Simone Shepherd Consulting | Provision of consultancy services in relation to the implementation of Tourism 2020. | Limited tender | 18-Jun-12 | 27-Jul-12 | \$ | 16,560.00 |
| Worleyparsons Services Pty Ltd-Melbourne | Undertake assessment of Electricity Generation Technology. | Open tender | 22-Nov-11 | 30-Jun-12 | \$ | 282,469.00 |

Department of Resources, Energy and Tourism – Planned Consultancies for 2013

| Subject Matter of the Consultancy | Duration | Cost | Method of Procurement | Name of the Consultant |
|--|----------|---------|-----------------------|------------------------|
| Economic Analysis | Unknown | Unknown | Open Tender | Unknown |
| Energy Market institutions: Provision of expert advice on Performance frameworks and reporting for the AER and AEMC Original: Energy Market institutions: Provision of expert advice on Governance and funding issues | Unknown | Unknown | Open Tender | Unknown |
| Biophysical characterisation of a potential radioactive waste management facility site | Unknown | Unknown | Open Tender | Unknown |
| Economic Analysis | Unknown | Unknown | Open Tender | Unknown |
| Engagement of an auction expert to provide advice on the design of a cash bidding system for the award of offshore petro | Unknown | Unknown | Open Tender | Unknown |
| National Operating Committee (NOC) on Jet Fuel Supply Assurance: Performing the role of the Independent Person (IP) | Unknown | Unknown | Open Tender | Unknown |
| Smart Grid Smart City Project: Provision of expert advice for developing final report and case studies | Unknown | Unknown | Open Tender | Unknown |
| Development of NOPTA's Quality Management System (QMS) which may lead to ISO 9001 accreditation | Unknown | Unknown | Open Tender | Unknown |
| Finalisation of NEATS | Unknown | Unknown | Open Tender | Unknown |

ATTACHMENT C

Department of Resources, Energy and Tourism – Grants for 1 July 2012 – 28 February 2013

| Program Title | Program Component | Recipient | Intended Use of the Grants | Value | Grant Term | Grant Funding Location | Postcode |
|---|-------------------|--------------------------------------|---|-----------------|------------|------------------------|----------|
| Program 3: Tourism related initiatives and management | TQUAL Grants | AVANA Group Pty Ltd | Funding Agreement for the delivery of the Welcome Chinese Visitors Project. Project to develop, coordinate & deliver a national suite of training & support programs for the Australian tourism industry. | \$ 660,000.00 | 30/06/2013 | North Sydney, NSW | 2060 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Goolarri Media Enterprises Pty Ltd | Project aims to create an iconic Australian Indigenous tourism experiences & product that will provide immersion in Indigenous practices & experiences including cultural stories, art, dance & song for domestic & international visitors | \$ 110,000.00 | 31/12/2014 | Broome, WA | 6725 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Lirrwi Yolngu Aboriginal Corporation | Project aims to create an iconic Australian Indigenous tourism experiences & product that will provide immersion in Indigenous practices & experiences including cultural stories, art, dance & song for domestic & international visitors | \$ 907,500.00 | 31/12/2014 | Nhulunbuy, NT | 0881 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | TRC Tourism Pty Ltd | STIG - Australian National Landscapes Project aims to achieve conservation, social & economic outcomes for Australia & its regions via the promotion of nature based tourism experiences to the global tourism market. | \$ 1,100,000.00 | 28/02/2014 | Jindabyne, NSW | 2627 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Ardent Leisure Limited | STIG - Indigenous Product Development (Dreamworld) aims to create an iconic Australian indigenous tourism experiences & product that will provide immersion in indigenous practices & experiences for tourists. | \$ 1,100,000.00 | 14/01/2014 | Coomera, QLD | 4208 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Southern Cross University | STIG - Indigenous Feasibility Study (Indigenous Cultural Practice/Performance - Song lines), aims to create an iconic Australian indigenous tourism experiences & product that will provide immersion in indigenous practices & experiences for tourists. | \$ 86,020.00 | 14/01/2014 | East Lismore, NSW | 2480 |

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| Program 2: Energy related initiatives and management | Emerging Renewables | OceanLinx | Design, construct and commission a pilot scale, grid connected Green Wave energy demonstrator project off Port MacDonnell, South Australia. This Agreement has been transferred to the Australian Renewable Energy Agency, please refer to www.arena.gov.au | \$4,367,495.00 | 15/09/2014 | Macquarie Park, NSW | 2113 |
| Program 2: Energy related initiatives and management | Transitional Briquette Operations Support | Energy Brix Australia Corporation Pty Ltd | Payment of transitional assistance against statutory Energy Security Fund entitlements | 25,000,000.00 | 6/09/2016 | Mulgrave, VIC | 3170 |
| Program 2: Energy related initiatives and management | Emerging Renewables | Biopower | Design, construct and commission a 250kW pilot scale, grid connected bioWave energy demonstrator project at Port Fairy, Victoria This Agreement has been transferred to the Australian Renewable Energy Agency, please refer to www.arena.gov.au | \$6,160,000.00 | 31/01/2016 | Sydney, NSW | 2020 |
| Program 3: Tourism related initiatives and management | One off | World Tourism Organisation | United Nations World Tourism Organisation (UNWTO) Australian Membership July to December 2012 | \$ 150,000.00 | 31/12/2012 | Madrid, Spain | OA |
| Program 1: Resource related initiatives and management | National Low Emission | The Australian Academy of Technological Science and Engineering | Facilitate and enhance the mutually beneficial development, application and transfer of low emissions coal technologies between Australia and China through the Joint China Group Partnership. | \$ 1,265,000.00 | 30/09/2014 | Melbourne, Vic | 3004 |
| NA | Not applicable | Indigenous Business Australia | Undertake a gap analysis of the demand for, & supply of, Indigenous tourism in Australia. The study outcomes will help inform the development of appropriate Government policies, aid potential & existing Indigenous tourism businesses & operators be sustainable. | \$ 35,000.00 | 30/11/2012 | Woden, ACT | 2606 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | The trustee for Catpet Property Development Trust t/a Tranquilles | Expansion of the kitchen facilities & offering at Tranquilles Bed and Breakfast in Tasmania's North West region. This project will enable cooking classes with fresh local produce, run by local chefs & culinary weekends to be offered to visitors. | 27,078.00 | 27/06/2012 | Port Sorell, Tas | 7307 |

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| NA | Not applicable | Indigenous Business Australia | Contribution of funds to conduct a workshop to devise & document a transition strategy & a new framework for the ITCP. Including the formulation & compilation of templates, flowcharts and procedures to guide the administration, structure & processes. | \$ 27,500.00 | 30/11/2012 | Woden, ACT | 2606 |
| Program 1: Resource related initiatives and management | National CO2 Infrastructure | CO2CRC Limited | Delivery of the National CCS Council's CCS Communication and Engagement Strategy | \$ 2,860,000.00 | 28/10/2016 | Canberra, ACT | 2600 |
| Program 2: Energy related initiatives and management | Solutions Centre (CI) | OECD | OECD Voluntary Contribution for 2012 and 20134 World Energy Outlook (WEO) Publications | \$ 300,000.00 | 29/08/2012 | Paris, France | OA |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Nuriootpa Vine Inn Motel Ltd | Refreshment of the remaining 18 rooms to 4 star standard at the community owned Vine Inn Hotel. A direct outcome will be development of improved corporate packages and local experiential tours in conjunction with other local attraction providers. | \$ 110,000.00 | 10/07/2013 | Nuriootpa, SA | 5355 |
| Program 1: Resource related initiatives and management | National Low Emission | Geoscience Australia | CAGSII Project | \$ 1,527,900.00 | 12/09/2014 | Canberra, ACT | 2601 |
| Program 1: Resource related initiatives and management | National CO2 Infrastructure | Geoscience Australia | Management of Australian Government National CO2 Infrastructure funding provided for collection of Pre-Competitive exploration data relating to prospective greenhouse gas storage sites | \$ 7,000,000.00 | 30/06/2015 | Canberra, ACT | 2601 |
| Program 1: Resource related initiatives and management | National CO2 Infrastructure | Geoscience Australia | Management of Australian Government National C02 Infrastructure funding provided for collection of pre-competitive exploration data relating to prospective green house gas storage sites | \$ 10,000,000.00 | 30/06/2015 | Canberra, ACT | 2601 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Margaret River Nougat Company | Establish a state of the art production facility to include a purpose built kitchen, an interpretive centre where visitors can learn about the history of nougat, how it is made and the local products used in the process. | \$ 110,000.00 | 9/07/2013 | Metricup, WA | 6280 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Redlands Estate Distillery Pty Ltd | The development of a complete whisky tourism experience - enabling visitors to Redlands Estate Distillery to trace the production of malt whisky from paddock to glass. The project will establish a traditional malting floor & restore historic buildings. | \$ 110,000.00 | 11/04/2013 | Plenty, TAS | 7140 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | The Maria Island Walk Pty Ltd | The Maria Island Walk plans to develop an exciting new tourism experience based on Maria Islands unique convict past, revealing stories of the past never before told, the new experience will offer an exciting new historical dimension to guests on tour. | \$ 110,000.00 | 30/11/2013 | Lower Sandy Bay, TAS | 7005 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Waitoc Association Inc | To determine the feasibility of the proposed WAITOC Indigenous Tourism Awards. This industry driven initiative aims to encourage more Indigenous owned/operated tourism businesses to participate in tourism awards. | \$ 16,500.00 | 9/11/2013 | Perth, WA | 6850 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Inala-Bruny Island Pty Ltd | Provision of facilities including world-class bird-hides fitted with remote sensing equipment for maximum viewing & photographic opportunities, development of a Gondwanan arboretum & a natural interpretive centre, & infrastructure upgrades will meet client | \$ 110,000.00 | 9/06/2014 | Lunawanna, TAS | 7150 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Castle Tourism & Entertainment | The Labyrinth of the Dragon Sorcerer, a new entry experience attraction at Kryal Castle, Ballarat, will reposition the Kryal Castle tourism product & experience. This walk through, high tech, special effects family attraction will be the new gateway. | \$ 110,000.00 | 11/04/2013 | Leigh Creek, VIC | 3352 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Spreyton Fresh Pty Ltd | The project will create a complete cider experience, set in the historic Mersey Valley. Achieved by landscaping the area surrounding the tasting room & production facility; providing facilities for picnics & BBQs; a self-guided orchard walk | \$ 77,000.00 | 8/02/2014 | Spreyton, TAS | 7310 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Spreyton Fresh Pty Ltd | The project will create a complete cider experience, set in the historic Mersey Valley. Achieved by landscaping the area surrounding the tasting room & production facility; providing facilities for picnics & BBQs; a self-guided orchard walk | \$ 77,000.00 | 8/02/2014 | Spreyton, TAS | 7310 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | South Australian Tourism Industry Council inc | A series of interactive seminars and workshops to build digital capability amongst operators across South Australia. The outcome of the project is to enable tourism operators to improve their online and digital skills to the point where they can succeed. | \$ 31,350.00 | 9/05/2014 | Adelaide, SA | 5001 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Sablestar Pty Ltd | This project involves setting up a water park with disabled assisted facilities at the Kurrimine Beach Holiday Park including water slides & disabled accessible water play area, laundry & beach house with disabled facilities. | \$ 110,000.00 | 9/12/2013 | Kurrimine Beach, Qld | 4871 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Mt Cotton Guesthouse | Construct & fit out 3 luxury 'Eco-cabins', including one fully accessible cabin, at the Mount Cotton Retreat. Upgrade the water collection, sanitising & distribution system to ensure fire fighting capacity. Reshape existing & develop additional car parks. | \$ 110,000.00 | 9/08/2013 | Mt Cotton, QLD | 4165 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Zoos Victoria | The World of the Platypus will be a unique visitor experience and a world first. The new platypus arena will provide seating for 300 visitors to see hands-on presentations by keepers with a platypus in the water. Healesville Sanctuary is the only place | \$ 110,000.00 | 28/02/2013 | Parkville, VIC | 3052 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Murphys Creek Escape | Erect six Serengeti Safari Tents within an existing 'Integrated nature-based' facility. The project will deliver to the tourism industry a model for business excellence in Eco-tourism. | \$ 110,000.00 | 10/05/2013 | Upper Lockyer, QLD | 4352 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Bendigos Park Lane Holliday Park Pty Ltd | The construction of Victoria's first 'Splash Pad' water plays facility in the Bendigo Holiday Park. With a zero water depth this attraction allows parents to relax and take a break while their children have fun. | \$ 110,000.00 | 12/06/2014 | Traralgon, Vic | 3844 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Yarra Valley Chocolaterie & Ice Creamery | The Yarra Valley Chocolaterie project will deliver a unique & innovative international tourist attraction to the region; incorporating the local indigenous culture & native plantings, extensive nature trails & a wildlife corridor, family friendly areas. | \$ 110,000.00 | 11/04/2013 | Yarra Glen, VIC | 3775 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Keydane Pty Ltd | Jungle Surfings Human Hamster Wheel is a world first: an interactive lifting device that raises customers from ground level to a treetop platform to begin their guided tour through the canopy of the Daintree Rainforest | \$ 104,500.00 | 8/02/2014 | Cape Tribulation, QLD | 4873 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | CQ Leisure Investments Pty Ltd | Develop a rainforest themed family entertainment centre with multiple attractions appealing to toddlers right up to grandparents. The Tweed venue will heavily feature the Green Cauldron, providing an excellent experience for families with young children. | \$ 110,000.00 | 9/12/2013 | Maclean, NSW | 2463 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Ivivi P/L | Project will enhance the current cellar door tasting facility with the introduction of a café, the renovation of the cellar door tasting bar, a Site Interpretation Plan to connect visitors with the Chateau Tanunda story, & the development of smartphone. | \$ 110,000.00 | 18/04/2014 | Frenchs Forest, NSW | 2086 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Mitchell Harris Pty Ltd | Development of a Mitchell Harris Wines Urban Cellar Door in Ballarat. Refurbishment of a 19th Century building of historical significance in Ballarat CBD into a cellar door & modern winery offering winemaking operations, tasting & education to visitors. | \$ 110,000.00 | 9/06/2013 | Ballarat, VIC | 3350 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Gold Coast Surf City Inc | Project to benchmark & measure global best practice in surf city tourism to provide a framework for identifying innovative surf tourism practices positioning the Gold Coast as a global leader in surf city tourism & surf industry governance & management practice | \$ 30,250.00 | 9/07/2013 | Currumbin, QLD | 4223 |
| Program 1: Resource related initiatives and management | National Low Emission Coal Initiatives | CO2CRC Limited | Sponsorship for the purposes of staging the 2012 Australian CCS Week and Conference | \$ 22,000.00 | 26/11/2012 | Canberra, ACT | 2600 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Aurora Ozone Hotel | Project to upgrade 6 existing old style hotel rooms from 3.5 star to 4 star rating, achieved by complete refurbishment of all aspects of the room fit out & furnishings, plus converting existing windows to french-door access to wide verandah sea views. | \$ 55,000.00 | 9/11/2013 | Adelaide, SA | 5000 |
| NA | Not applicable | OECD | Voluntary contribution of financial support of the Organisation for Economic Co-operation and Development (OECD) Tourism Committee Programme of work & budget for 2013 | \$ 20,000.00 | 30/06/2013 | Paris, France | OA |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Southern Highlands Youth Arts Council Inc | The creator of Mary Poppins lived in Bowral until 1917. By erecting an elegant life-size bronze statue of Mary Poppins as commemorative public art, this project will highlight the hidden depths of Australia's history and literary heritage for visitors. | \$ 26,400.00 | 9/06/2014 | Bowral, NSW | 2576 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Australia Nature Tours Pty Ltd | Develop a sustainable voluntourism business model in the Red Centre. Voluntourism packages will offer contemporary, multi day, nature based experiences. They include all the travel essentials: accommodation, meals, expert local guides, sightseeing, | \$ 48,400.00 | 10/06/2014 | Ballarat, VIC | 3353 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | S J & L G Taylor Pty Ltd | Expansion of an eco-tourism certified Ketchup's Bank Glamping experience in Australia's Green Cauldron, one of Australia's National Landscapes. The eco-retreat provides high-end camping and close encounters with wildlife to the experience-seeker market. | \$ 110,000.00 | 9/05/2014 | Cannon Creek, QLD | 4310 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | North Gregory Hotel Pty Ltd | T-QUAL funding is for Phase 2 of the hotel's Retro Refit, to increase room numbers and install private ensuites in authentic 1950s style. Winton's limited accommodation capacity will increase by 8% and offer a higher quality, unique experience. | \$ 110,000.00 | 9/05/2014 | Winton, QLD | 4735 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Shire of Exmouth | Experience Development Strategy for Western Australia's Ningaloo-Shark Bay National Landscape, encompassing the Shires of Exmouth, Carnarvon and Shark Bay. Outcomes of the project may include new or improved tourism products; business opportunities; | \$ 71,500.00 | 9/01/2014 | Exmouth, WA | 6707 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Taronga Conservation Society Australia | Undertake a feasibility study to establish an Eco Retreat located at Taronga Zoo. The study will include detailed site analysis, demand, financial and operational modelling, transport and environmental planning and conceptual designs. | \$ 110,000.00 | 9/01/2014 | Mosman, NSW | 2088 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Quicksilver Connections Limited | Prepare Architectural, Structural, Ecological and Social/Cultural Value Reports for an application to the Great Barrier Reef Marine Park Authority (GBRMPA) & Ports North to convert the Green Island Underwater Observatory facility into a modern interpretive | \$ 16,643.00 | 9/05/2013 | Cairns, QLD | 4870 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Membo Pty Ltd | The Brandy Creek Spa and Wellness Centre will build a 520sqm water spa and treatment complex that will integrate with existing facilities to offer a comprehensive fine food, fine wine and fine feeling experience. | \$ 110,000.00 | 10/06/2014 | Drouin East, VIC | 3818 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Katoomba Scenic Railway Pty Ltd | Sculpture At Scenic World 2013 will expand the vision of the inaugural Sculpture at Scenic World 2012. Offering more local, national and international artists an opportunity to take part in a world class exhibition in a rainforest setting in Australia. | \$ 82,588.00 | 9/11/2013 | Katoomba, NSW | 2780 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Circular Head Tourism Association inc | Project will install 14 signs enabled with unique scanable QR codes at significant sites of cultural & historical importance & of interest to tourists in the Circular Head region. Once scanned the visitor will be able to access facts about the location. | \$ 35,189.00 | 13/08/2013 | Stanley, TAS | 7331 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | East Coast Parks Pty Ltd | The project will increase the capacity and productivity of the Roma Aussie Tourist Park through the construction of 20 additional accommodation units. The project will double the Park's built accommodation capacity. | \$ 110,000.00 | 8/06/2013 | Chirn Park, QLD | 4215 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Wayoutback Desert Safaris Pty Ltd | A refurbishment of 3 existing campsites into upmarket permanent camps with facilities to meet the expectations and demands of the Chinese market in particular. It will provide environmental & eco sensitive overnight camping accommodation. | \$ 110,000.00 | 9/11/2013 | Alice Springs, NT | 0870 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Cobbold Gorge Tours Pty Ltd | Upgrade tourism facilities & equipment at Robin Hood Station in the Gulf Savannah region with modern, energy efficient equipment & infrastructure. Supporting Sustainable Tourism in the Gulf Savannah region. | \$ 110,000.00 | 8/03/2014 | Forsayth, QLD | 4871 |
| Program 1: Resource related initiatives and management | National Low Emission | CSIRO energy technology | Stage 2 of the Post Combustion Capture Pilot project conducted by CSIRO | \$ 2,668,600.00 | 13/03/2015 | Newcastle, NSW | 2300 |
| Program 1: Resource related initiatives and management | National Low Emission | CSIRO energy technology | Stage 2 of the Post Combustion Capture Pilot project conducted by CSIRO | \$ 2,668,600.00 | 13/03/2015 | Newcastle, NSW | 2300 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Tourism Council WA | This project will research, design, develop & implement a seamless system for tourism businesses going through ATAP accreditation to be uploaded to the ATDW & be part of the National digital distribution platform | \$ 33,000.00 | 8/02/2014 | Burswood, WA | 6100 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Southern Australian Touring Route Inc | Great Australian Journeys is an online collaboration between three well established touring routes linking Melbourne to Alice Springs. The project will commercialise the Great Australian Journeys website by integrating a Dynamic Itinerary Builder. | \$ 29,150.00 | 9/12/2013 | Mount Compass, SA | 5210 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Southern Australian Touring Route Inc | Great Australian Journeys is an online collaboration between three well established touring routes linking Melbourne to Alice Springs. The project will commercialise the Great Australian Journeys website by integrating a Dynamic Itinerary Builder. | \$ 29,150.00 | 9/12/2013 | Mount Compass, SA | 5210 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Creswick Woollen Mills Pty Ltd | Creswick Woollen Mills 'Farmgate to the store', will develop new interpretive signage and create accessible displays designed to enhance tourists' experience. Modifications to entry & internal spaces will be undertaken to streamline tourism activities | \$ 103,950.00 | 9/05/2014 | Hawthorn, VIC | 3122 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Giants Castle Pty Ltd | The architect designed hospitality precinct at Laharum Grove integrates the existing olive production facility with an in-door restaurant, out-door dining in the olive grove, landscaped courtyard dining and a tasting and sales 'farm-gate'. | \$ 110,000.00 | 10/12/2013 | Laharum, VIC | 3401 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Conservation Volunteers Australia | Conservation Holidays 'Stimulating Growth and Yield in Regional Victoria is a joint initiative between Parks Victoria and Conservation Volunteers. Conservation Holidays will provide new & contemporary sustainable experiences with a conservation outcome | \$ 101,750.00 | 9/05/2014 | Ballarat, VIC | 3353 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Conservation Volunteers Australia | Conservation Holidays 'Stimulating Growth and Yield in Regional Victoria is a joint initiative between Parks Victoria and Conservation Volunteers. Conservation Holidays will provide new & contemporary sustainable experiences with a conservation outcome | \$ 101,750.00 | 9/05/2014 | Ballarat, VIC | 3353 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Howard Park Wines Pty Ltd | The aim is to create a 'Wine Chapel" where the visitor steps into a world of high wine experience. The focus will be the Chinese market with an audio visual presentation in Mandarin. Creating this museum cellar experience will add a high value experience, | \$ 110,000.00 | 9/06/2014 | North Fremantle, WA | 6159 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Parklands Albury Wodonga Ltd | Project to restore three unique heritage bridges in Koetong, on the Wadonga to Coryong High Country Rail Trail, using an innovative, cost effective, 'volun-tourism' model as a solution to heritage bridge restoration. | \$ 55,000.00 | 9/06/2014 | Wodonga, VIC | 3689 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Ngeringa Vineyards | Project will construct a purpose-built cellar door (with art exhibition capabilities) & outdoor dining facilities employing architecture that reflects the surrounding landscape & using the latest energy-efficiency & waste-minimisation technology. | \$ 110,000.00 | 9/06/2014 | Mt Barker, SA | 5251 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Litchfield Tourist Park | Themed visitor accommodation will be constructed at Litchfield Tourist Park - as part of an authentic outback experience. The rustic design is Territory outback and provides an outdoor living/dining area and a spacious bathroom with an outdoor shower, | \$ 110,000.00 | 8/09/2013 | Batchelor, NT | 0845 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Touchdex Pty Ltd | Upgrade existing electronic ticketing and tourism information kiosk system to include a multilingual facility to enable non english speaking tourists to use the kiosks. Upgrade will also include credit card machines. Research to determine kiosk languages | \$ 110,000.00 | 8/02/2014 | Main Beach, QLD | 4217 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | LGT Enterprises Pty Ltd | LGT will develop an Augmented Reality Application that integrates virtual images into historical Melbourne locations through mobile devices. Guests will be transported back in time to see historic images, famous Melbourne characters & the odd ghost | \$ 42,625.00 | 9/05/2014 | Williamstown, VIC | 3016 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Phillip Island Nature Park | A mobile interpretive application will be developed for the Penguin Parade. Facilitating an immersive visitor experience. Each page will be accompanied by an audio clip & text in the six languages of the most frequent visitor segments to the Parade. | \$ 110,000.00 | 9/12/2013 | Cowes, VIC | 3922 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Gold Coast City Council | This project will support tourism businesses to better understand the travel preferences and behaviour of international students studying in Australia. Project will be undertaken by a consortium of stakeholders | \$ 27,500.00 | 8/02/2014 | Gold Coast, QLD | 9729 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Port Arthur Historic Site Management Authority | Project will provide interpretative signage that will visually link Port Arthur's three sites, introduce visitors to their heritage values, establish connections with the convict story and ensure that the more local stories of the community are told. | \$ 110,000.00 | 9/11/2013 | Port Arthur, TAS | 7182 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Cradle Huts Pty Ltd | Feasibility study and product development plan for a new guided tented walking experience for visitors to the Overland Track in Cradle Mountain Lake - St Clair National Park Tasmania. Enhancing Tasmania as a world class nature based walking destination. | \$ 51,700.00 | 9/03/2014 | Launceston, TAS | 7250 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Victoria Hot Springs Trust | The Cups Bird Sanctuary and Wetlands eco-tourism project will see the restoration of 10 acres of Moonah woodland/wetland habitat including the building of extensive lakes and waterways creating a unique flora and fauna attraction. | \$ 110,000.00 | 11/04/2014 | Rye, VIC | 3941 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Billabong Koala & Wildlife Park Pty Ltd | Big Cat Adventures project will offer visitors a unique close up encounter with both the African Lion and Cheetah. The exhibits will allow visitors to get as close as possible to the animals and allow keepers to perform interactive demonstrations. | \$ 110,000.00 | 11/06/2014 | Nowra, NSW | 2541 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | SM & S Berry Pty Ltd | Upgrade of three existing luxury cabins and environs to enable the Bower at Broulee to provide a premium international ready sustainable tourism product into the next decade. | \$ 110,000.00 | 9/06/2014 | Broulee, NSW | 2537 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Derwent Sailing Squadron Inc | This project aims to attract more sailing tourism to Tasmania with more visits and longer stays. It will create a 'String of Pearls' - a series of strategically placed mooring facilities at key locations within sheltered waters around Hobart. | \$ 47,025.00 | 9/12/2013 | Sandy Bay, TAS | 7005 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Freycinet Marine Farm Pty Ltd | Refurbishment will enhance the visitor experience with improved seating/eating areas, expanded & revamped farming displays, an innovative interpretation area, improved cold storage & refrigerated displays & an improved safer main road entry/exit & car park | \$ 43,406.00 | 9/05/2014 | Bicheno, TAS | 7215 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Form Contemporary Craft and Design Inc | One Road is a content & information rich interactive map of the historic 2000km Canning Stock Route in Western Australia. Produced for web, tablet & mobile technologies, One Road contains hundreds of films, stories & photographs, | \$ 55,000.00 | 9/08/2013 | Perth, WA | 6000 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Glenworth Valley Horse Riding Pty Ltd | GVOA will diversify & enhance its tourism product by introducing innovative eco-wilderness cabins. The cabins will increase overnight visitation by up to 20%, bringing much needed economic & employment outcomes for NSW Central Coast region. | \$ 110,000.00 | 9/05/2014 | Glenworth Valley, NSW | 2250 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Jondaryan Woolshed Pty Ltd | Develop a café restaurant as part of the Jondaryan Woolshed's product development strategy; to further develop the annual event program, particularly the annual Golden Shears Festival with the aim of staging the World Golden Shears Competition in 2017. | \$ 110,000.00 | 9/06/2014 | Jondaryan, QLD | 4403 |

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| Program 3: Tourism related initiatives and management | TQUAL Grants | Glen Roy Winemakers Pty Ltd | The Glen Roy Shearing Shed is located in the Coonawarra Wine region in SA. The project converts this historic building to an interactive community winery, kitchen, produce garden, education centre and camp ground. | \$ 110,000.00 | 11/04/2014 | Coorawarra, SA | 5263 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Mission Beach Tourism Inc | Develop a conceptual strategy and design plan to redevelop the current Wet Tropics Visitor Information Centre at Mission Beach into an interactive interpretive centre showcasing the area as the birthplace of the Great Barrier Reef Marine Park. | \$ 110,000.00 | 8/02/2014 | Mission Beach, QLD | 4852 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Philip Shaw Wines Pty Ltd | Develop a complex based around a two-storey, 19th Century bluestone barn that will showcase the wine, cider and horticultural production of the Orange region. The centre will blend the barn with a reception centre, a tasting and exhibition area, | \$ 110,000.00 | 9/05/2014 | Orange, NSW | |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Seppeltsfield Wines Pty Ltd | The conversion of the existing heritage stables building into a fully functioning Artisan and Craft Knowledge Centre. This Centre will allow tourist viewing of the extensive artistic activities, showcases and displays at Seppeltsfield Village. | \$ 110,000.00 | 10/02/2014 | via Nunoopta, SA | 5355 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Adelaide Convention Bureau | The Adelaide Convention Bureau aims to upgrade its website & associated tools/systems offering business events visitors/organisers to South Australia greater information & connections with specific product. The project will include an improved website. | \$ 34,650.00 | 9/08/2013 | Adelaide, SA | 5001 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | City of Busselton | A Business Case Feasibility Study into the development of a casual marine berthing facility to attract private or commercial vessels, including charter boats for whale watching & diving expeditions & potentially Super yachts to the iconic Busselton Jetty | \$ 38,335.00 | 9/06/2014 | Busselton, WA | 6280 |

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|--|--------------|---|--|---------------|------------|------------------|------|
| Program 3: Tourism related initiatives and management | TQUAL Grants | Hills Hawkesbury & Riverland Tourism Incorporated | Develop a Destination Management Plan (DMP) for the Hills, Hawkesbury & Riverlands Tourism (HHART) region. The expected outcomes from the DMP are that HHART will be provided with the key strategic areas for regional development and promotion. | \$ 19,662.50 | 10/12/2013 | Galston, NSW | 2159 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | King Island Holiday Village & Tours | Renovation and fit-out of an existing building to a multi-purpose hospitality complex consisting of a cookery school, training centre and restaurant. Construction and fit-out will include a commercial kitchen, dining facilities and amenities. | \$ 110,000.00 | 11/12/2013 | King Island, TAS | 7256 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Ecoline Pty Ltd | Design and construct a tree house function room. The tree house will be combined with existing team building activities on offer in the State Forest providing customers with a unique venue that can be booked for meetings or private functions. | \$ 55,000.00 | 9/06/2014 | Bulahdelah, NSW | 2250 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Australian Reptile Park Pty Ltd | Design & build a Reptilian Adventure playground at the Australian Reptile Park Somersby. As an attraction within an attraction it will feature a Ball Python tail slippery dip, frog rocking features, interpretive activity walls & climb on kangaroo sculpture | \$ 63,213.70 | 9/08/2013 | Gosford, NSW | 2250 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | Featherdale Wildlife Park | Redevelopment of Koala Country at Featherdale Wildlife Park will provide a high quality Koala holding and breeding facility which encourages visitors to interact with Australia's most unique icon. | \$ 110,000.00 | 9/10/2013 | Blacktown, NSW | 2148 |
| Program 3: Tourism related initiatives and management | TQUAL Grants | WR & CM Edmonds Pty Ltd | This innovative style of self-contained eco-accommodation will provide three luxury wellness retreat villas called "The Natyry"; making the upper Murray River and wetlands accessible to a new type of clientele. | \$ 110,000.00 | 9/04/2014 | Cooltong, SA | 5341 |

ATTACHMENT D

Education Expenses

| Assistance for Tertiary Study and In-House Training | | | | | |
|---|-------------------------|------------------------------|--|---|--|
| Type of assistance | Employee classification | Total number of participants | Type of Study undertaken (course name) | Amount of study leave granted per semester in hrs | Reasons the course is beneficial to the development |
| Staff Development Award (SDA) | APS5 | 1 | Master of Biotechnology | 109 | Fields of study directly relevant to the role and function of the Department and its portfolio responsibilities. Individual study undertaken is for continued professional development, such as Continuing Legal Practice or CPA. Applications are assessed and approved based on operational requirements, resources and relevancy to the position and role. All permanent RET employees are able to apply for the Study Assistance and the Staff Development Award in accordance to the RET Studies Assistance Policy. |
| | EL1 | 3 | - Graduate Diploma in International Affairs, - Graduate Certificate in International and Development Economics - Master of Energy Studies | 39 | |
| | EL2 | 1 | - Grad Dip International Affairs | 0 | |
| Studies Assistance - Bursary | APS4 | 1 | - Chartered Accountants Program | 33 | |
| | APS5 | 3 | - P5 Business Analysis, - Bachelor of Politics and International Relations and - Bachelor of Business Administration | 107 | |
| | APS6 | 3 | - Bachelor of Accounting, - Juris Doctorate, and - Master of Biotechnology | 174 | |
| | EL1 | 7 | - Master of Environmental Law, - Master of Energy Change, - Master of International Relations, - Diploma of International Affairs, - Graduate Certificate in Environmental Science, - Graduate Certificate in International and Development Economics, and - Chartered Accountants Program | 213 | |
| Total for Study Assistance and SDA | \$27,327.00 | | Average cost per participant | \$1,438.26 | |
| Project Management Training (In-House) - 3 Full Days - 26 Participants | \$56,000 | | Average cost per participant | \$2,153.85 | |

