

Senate Standing Committee on Economics

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

19 – 20 October 2011

Question No: SBT 611 - 616

Topic: APRA Credit Cards

Hansard Page: Written

Senator Bushy asked:

611. How many staff in each department and agency have a corporate credit card?
a) What is their classification?
612. What action is taken if the corporate credit card is misused?
613. How is corporate credit card use monitored?
614. What happens if misuse of a corporate credit card is discovered?
615. Have any instances of corporate credit card misuse have been discovered?
a) List staff classification and what the misuse was, and the action taken.
616. What action is taken to prevent corporate credit card misuse?

Answer:

611. 471
a) Officers of APRA are eligible.
612. Where corporate credit card misuse is detected, the relevant staff member is counselled and incidents included in periodic reports to APRA members and reporting for the year-end Certificate of Compliance. Depending on the nature of the misuse, the type of misuse is reviewed and appropriate action taken in accordance with APRA's Code of Conduct.
613. Expenditure is reviewed and authorised by the immediate manager, and monitored by Finance through sample compliance checking and the audit process.
614. See response to question 612.

615. Four instances of corporate credit card misuse were detected in 2010/11.
- a) APRA officers unintentionally used the corporate credit card for private purposes. The amounts were immediately recovered from the staff member in each case.
616. Training in procurement and credit card procedures is provided to prevent corporate credit card misuse.