

**Economics Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
Industry, Innovation, Science, Research and Tertiary Education Portfolio  
Supplementary Budget Estimates Hearing 2012-13  
17 October 2012

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**AGENCY/DEPARTMENT:** DEPARTMENT OF INDUSTRY, INNOVATION, SCIENCE, RESEARCH AND TERTIARY EDUCATION

**TOPIC:** Stationery Requirements

**REFERENCE:** Written Question – Senator Bushby

**QUESTION No.:** SI-164

1. 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) in 2011-12?
2. What were the department/agency's stationery costs for 2011-12?

**ANSWER**

Please refer to AI-239 and BI-193 for details on stationery requirements in the period 1 July 2011 to 31 May 2012. Details on stationery requirements in the period 1 June 2012 to 30 June 2012 is provided below.

1. The cost for Ministers/Parliamentary Secretary's stationery requirements was \$176 (GST exclusive).
2. The Portfolio's stationery costs are detailed in the following table.

<b>Department/Agency</b>	<b>\$ (GST exclusive)</b>
Department of Industry, Innovation, Science, Research and Tertiary Education	122,898
Australian Institute of Aboriginal and Torres Strait Islander Studies*	3,987
Australian Institute of Marine Science	0
Australian Nuclear Science and Technology Organisation	23,184
Australian Research Council	3,514
Australian Skills Quality Authority**	122,792
Commonwealth Scientific and Industrial Research Organisation***	1,667,096
IP Australia	288,769
Tertiary Education Quality and Standards Agency	6,517

\* AIATSIS' stationery is recorded against a single general ledger account that captures all stationery costs and the broader supplies. The disaggregated stationary specific information is not captured in AIATSIS' financial system.

\*\*ASQA has streamlined its procurement practices and entered into an agreement with OfficeMax to be its prime supplier of stationery. The nature of the goods available and purchased under this arrangement is broader than stationery as defined above (i.e. paper, envelopes, with compliments slips) and includes photocopying and printing consumables, minor items of office machinery and small furniture items that are not portable or attractive and are below ASQA's asset threshold of \$2,000.

In line with ASQA policy, the procurement activity with OfficeMax is recorded against a single general ledger account that captures all stationery costs. The disaggregated stationary specific information is not captured in ASQA's financial system.

\*\*\* CSIRO has streamlined its procurement practices and entered into an agreement with Corporate Express to be its prime supplier of stationery. The nature of the goods available and purchased under this arrangement is broader than stationery as defined above (i.e. paper, envelopes, with compliments slips) and includes photocopying and printing consumables, minor items of video equipment or other office machinery and small furniture items that are below CSIRO's asset threshold of \$3,000.

In line with CSIRO policy, the procurement activity with Corporate Express is recorded against a single general ledger account that captures all stationery costs and the broader supplies from Corporate Express. The disaggregated stationary specific information is not captured in CSIRO's financial system.