

Senate Standing Committee on Education Employment and Workplace Relations

**QUESTIONS ON NOTICE
Supplementary Budget Estimates 2012-2013**

Cross Portfolio

DEEWR Question No. EW0468_13

Senator Back provided in writing.

Question

Credit cards - 2011-12

For 2011-12 how many instances of corporate credit card misuse were there? List staff classification and what the misuse was, and the action taken

Answer

Please refer to the table below for instances of corporate credit card misuse by staff by classification for the 2011-12 financial year.

DEEWR

APS Classification	Number of instances	Example of types of misuse
APS 1-3	2	Used corporate credit card instead of personal card
APS 4-6	59	Used corporate credit card instead of personal card; expenditure deemed personal not business; withdrew funds inappropriately
EL1 & EL2	42	Used corporate credit card instead of personal card; expenditure rejected by delegate
SES or Equiv	11	Used corporate credit card instead of personal card; expenditure deemed personal not business
Total	114	

Portfolio Agencies

Agency	APS Classification	Number of instances	Example of types of misuse
ABCC	APS 4-6	1	Used corporate credit card instead of personal card
	SES	3	Used corporate credit card instead of personal card;
Comcare	EL1 & EL2	2	Used corporate credit card instead of personal card;
FWO	APS 4-6	6	Used corporate credit card instead of personal card;
	EL1 & EL2	1	Used corporate credit card instead of personal card;

There were no instances of misuse for the other portfolio agencies.

If a corporate credit card is misused the employee is reminded of the requirements of the department's/ agency's policy and depending on the nature of the misuse, the matter may be referred for code of conduct or fraud investigation as appropriate. In all cases the department/agency seeks full reimbursement.