

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates 13-16 Feb 2012

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: 1.1.4 Support Services for Government Operations

Topic: Provision of Equipment

Senator: Senator Ryan

Question reference number: 114

Type of Question: Written

Date set by the committee for the return of answer: 30 March 2012

Number of pages: 3

Question:

1. 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.
2. What other non-electronic office equipment is provided to department/agency staff? (paintings, furniture etc...). Please list what the equipment is, the cost, the classification of the staff receiving the equipment and the reason why.

Answer:

1. Consistent with its role as the Minister's portfolio department responsible for meeting costs for computer equipment and additional equipment, the department provides computer and other electronic equipment to the ministerial offices of the Prime Minister, the Cabinet Secretary and the Parliamentary Secretary to the Prime Minister.

The type of equipment that is provided and unit cost is as follows:

Equipment	Cost (inc GST)	Allocation
Desktop PC with monitor	\$879.35	General standard issue
Desktop Phone	\$503.80	General standard issue
Multi-Function Device (network connection)	\$11,045.27	Shared – general standard issue
Printers Black and White (network connection)	\$1,837.00	Shared – general standard issue

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Equipment	Cost (inc GST)	Allocation
Printers Colour (network connection)	\$3,234.00	Shared – general standard issue
Second Monitor	\$210.00	Issue is work requirement based
Desktop Phone expansion Module	\$140.00	Issue is work requirement based
Wireless Headset	\$332.50	Issue is work requirement based
Laptop	\$1,115.40	Issue is work requirement based
Wireless Card - Laptop	\$249.50	Issue is work requirement based
ikey/ RSA Token	\$250.00	Issue is work requirement based
Office Desktop Printer (local connection)	\$710.00	Issue is work requirement based
Desktop Scanner	\$749.00	Issue is work requirement based
Portable scanner	\$417.49	Issue is work requirement based
External CD Burner	\$80.00	Issue is work requirement based
Microphone	\$777.27	Issue is work requirement based
USB Transcription Foot Pedal	\$142.73	Issue is work requirement based
Television	\$478.00	Issue is work requirement based
Label Printer	\$149.00	Issue is work requirement based
iPad	\$595.00	Issue is work requirement based

Expenditure on these items for the period 1 July 2011 to 31 January 2012 was:

The Prime Minister and the Prime Minister's office	\$8,007.96
Mr Dreyfus and his office	\$249.00
Senator Lundy and her office	Nil

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2. Each person working in the department is provided with a desk, chair and under desk storage. Senior staff (some EL2s and SES) are provided with a small meeting table and chairs. In addition, secure storage containers are provided for staff to store their working material as the department requires that all material, including classified items are appropriately contained; these containers may be shared amongst several staff or allocated individually depending on needs and the person's role. The department also has a duty of care to provide specialised furniture, such as ergonomic chairs to staff and contractors under the *Work, Health and Safety Act 2011*. Such items are provided on a case by case basis following assessment. Paintings are not provided or allocated to staff. The majority of the paintings or artwork currently on display within One National Circuit migrated from the department's previous building in 2007.

The department provided new furniture and fittings when we moved into our current building at One National Circuit in 2007 and further items are purchased on an as needed basis. It is not possible to provide the total cost for all furniture currently used by staff; the total cost for furniture and non-electronic items for 1 National Circuit for the period 1 July 2011 to 31 January 2012 was approx \$6,800 inc GST.