

**Senate Finance & Public Administration Committee:
Answers to written Questions on Notice Additional Budget Estimates 2013
Parliamentary Departments Portfolio**

Department/Agency: Department of the Senate
Topic: Provision of the printed Red on Tuesdays

Senator: Senator Kroger
Question reference number: 1
Type of Question: Oral

Question

At the additional estimates hearings of the Finance and Public Administration Legislation Committee on 25 February 2013, Senator Kroger asked about the timing of the publication of the Senate's Order of Business (the Red). In my answers, I focused on the physical printing and distribution of the Red with its red flash. I now take the opportunity to provide further information about the online publication of the Red.

Answer

For each sitting day, a draft Red is provided to the Managers of Business, the Whips and their staff in preparation for the Whips meetings. The Red is finalised later, with the aim of printing and publishing as late as is reasonable to ensure that the most up to date information is incorporated to inform the Chamber. The need to ensure that copies of the Red are available for the commencement of the sitting remains paramount.

Once the Red is finalised, the document is uploaded to the website and sent to be printed. An advisory email is circulated after the document has been uploaded. Following printing, the Red is distributed to Senators' offices and Senate staff in hard copy. However, it is available online before it is physically distributed.

The following timetable indicates the schedule followed for the distribution and publication of the Red over the various sitting days.

	Monday	Tuesday	Wednesday	Thursday
Draft Red	3.30 pm Friday before	6 pm Monday night	6 pm Tuesday night	6 pm Wednesday night
Upload to website	9 am Monday	As soon as possible after 11.00 am Tuesday	After Rise (10 pm Tuesday)	After Rise (10 pm Wednesday)
Sent to print	9 am Monday	As soon as possible after 11.00 am Tuesday	After Rise (10 pm Tuesday)	After Rise (10 pm Wednesday)

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	Monday	Tuesday	Wednesday	Thursday
Advisory email to senators and staff	By 9.30 am Monday	As soon as possible after 11.00 am Tuesday	By 9 am Wednesday	By 9 am Thursday

For the last 6 months of sittings (August 2012 to February 2013) the email times for the transmission of the Red to the Senate's printing unit on Tuesdays were:

5 February 2013	11.12 am
27 November 2012	11.01 am
20 November 2012	10.04 am (Senate commenced at 11 am)
30 October 2012	10.58 am
9 October 2012	11.08 am
18 September 2012	11.06 am
11 September 2012	11.07 am
21 August 2012	11.06 am
14 August 2012	11.04 am

The Red would have been loaded to the website and the advisory email sent to all Senators, their staff and departmental officers within minutes of these times.