

**Senate Finance and Public Administration Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Budget Estimates Hearing 21-24 May 2012

Prime Minister and Cabinet Portfolio

**Department/Agency:** Department of the Prime Minister and Cabinet

**Outcome/Program:** 1.1.1 Domestic Policy

**Topic:** Credit Cards

**Senator:** Senator Ryan

**Question reference number:** 107

**Type of Question:** Written

**Date set by the committee for the return of answer:** 6 July 2012

**Number of pages:** 1

**Question:**

Provide a breakdown for each employment classification that has a corporate credit card.

Please update if there have been any changes since Additional Estimates 2011-12 (February 2012):

- What action is taken if the corporate credit card is misused?
- How is corporate credit card use monitored?
- What happens if misuse of a corporate credit card is discovered?
- Have any instances of corporate credit card misuse have been discovered?  
List staff classification and what the misuse was, and the action taken.
- What action is taken to prevent corporate credit card misuse?

**Answer:**

As at 31 May 2012 there were 242 active credit cards on issue throughout the department. These were held by eligible SES and non-SES staff in accordance with their employment requirements. Eligible staff includes purchasing officers and those required to travel.

Aside from the reduction in card numbers due to the Machinery of Government changes there have been no changes since the Additional Estimates 2011-12 (February 2012).