

**Estimates 2004-05 — Supplementary written questions November 2004**

**Questions on Notice Index—Human Services Portfolio**

<b>QON No.</b>	<b>Department / agency</b>	<b>Senator</b>	<b>Hansard reference</b>	<b>Question</b> (use the bookmarks to go directly to the question text)	<b>Comments</b>
<b>HS1</b>	All*	Murray	Written 30-11-04	Order for departmental and agency contracts	All answers received 15/2/05
<b>HS2</b>	DHS	Evans	Written 02-12-04	Administrative arrangements for the department	Answer received 15/2/05
<b>HS3</b>	Centrelink	Evans	Written 02-12-04	Staffing	Answer received 18/2/05
<b>HS4</b>	HIC	Harradine	Written (see comments)	Investigations of abortion providers	Transferred by the CA Committee 06-12-04 Answer received 15/2/05

\* All refers to each department and agency within the portfolio

Please note that answers are due on 31 January 2005

**HS1—All departments and agencies within the portfolio**

30 November 2004

**Order for departmental and agency contracts**

**Estimates Questions on Notice – Senator Murray**

1. When did the Department last update its procurement policy documentation?
2. What mechanisms does the Department have in place to ensure its procurement guidelines reflect current policy in relation to government contracting?
3. Do the Department's current procurement guidelines refer to all of the following accountability mechanisms:
  - The Senate order for departmental and agency contracts;
  - The Department of Finance and Administration's February 2003 *Guidance on Confidentiality of Contractors' Commercial Information*; and
  - The Commonwealth Procurement Guidelines (CPGs) ?
4. Do the Department's tender documentation and contract templates include the following elements:
  - a statement outlining the various Commonwealth accountability requirements;
  - a consistent definition of confidential information across all templates;
  - a provision for the inclusion of specific reasons justifying why a tenderer may wish to protect certain information in the contract if it awarded;
  - a section that outlines the obligations of confidentiality after the contract has been awarded;
  - a more detailed outline, with the general non-disclosure clauses, of the exceptions to confidentiality obligations for Commonwealth contracts; and
  - the model contract clauses, given in DOFA's February 2003 *Guidance on Confidentiality of Contractor's Commercial Information*?
5. At page 51 of ANAO Audit Report No.10 2004-2005, *The Senate Order for Departmental and Agency Contracts (Calendar Year 2003 Compliance)*, the ANAO has concluded that all FMA agencies would benefit from implementation of contract training courses, or a review of current courses, to ensure that the Senate order requirements are adequately covered and that procurement staff receive relevant DOFA guidance.

What training does the Department currently have in place for procurement staff?

6. Does this training cover the requirements of the Senate order for departmental and agency contracts and refer to DOFA's February 2003 *Guidance on Confidentiality of Contractor's Commercial Information*?

**HS2 – Department of Human Services**

2 December 2004

Senator Evans

1. Please provide the numbers of staff by classification and level that are or will be employed by the Department of Human Services?
2. Please provide a diagram of the outputs/outcomes for DHS?
3. What budget has been provided to DHS for the remainder of this financial year and what is the projected budget for the forward estimates period?
4. Has the Government formally responded to the Uhrig Report into public sector governance? If so, can a copy of the response be provided? If not, why not?
5. Please explain how the creation of the DHS is consistent with the recommendations of the Uhrig Report?
6. Please list all functions and responsibilities of the DHS.
7. Please list all the functions and or responsibilities performed by Centrelink as at 9 October 2004 have been or will be transferred to DHS?
8. Please list all the functions and or responsibilities performed by the Health Insurance Commission as at 9 October 2004 have been transferred to DHS?
9. Please list all the functions and or responsibilities performed by the Child Support Agency as at 9 October 2004 have been transferred to DHS?
10. Please list all the functions and or responsibilities performed by Health Services Australia as at 9 October 2004 have been transferred to DHS?
11. Please list all the functions and or responsibilities performed by the Commonwealth Rehabilitation Services Australia as at 9 October 2004 have been transferred to DHS?
12. Where will DHS physically be located? Will there be offices in all states and territories?
13. What are the lines of responsibility for all agencies within DHS including Ministerial lines of responsibility?

**HS3 – Centrelink**

2 December 2004

Senator Evans

1. Please provide a full breakdown of Centrelink staffing by state and territory, classification, full time and part time, ongoing and non-ongoing?
2. What are the staffing projections for Centrelink for each of the next four financial years?

**HS4 – HIC**

**Senator Harradine**

1. How many abortion providers are currently being investigated by HIC or other authorities for overcharging and other anomalies? How many of such investigations have been completed this calendar year? Please provide details.