

Standing Committee on Finance and Public Administration

ANSWER TO QUESTION ON NOTICE

Finance and Deregulation Portfolio

Department of Finance and Deregulation

Supplementary Estimates Hearing – October 2010

Outcome General, Program General

Topic: Social Media

Question reference number: F74

Type of Question: Written

Number of Pages: 2

Senator Bernardi asked:

- a) Can employees of the Department utilise social media anyway they want?
- b) Are employees of the Department encouraged to use social media in an official capacity? What is meant by an official capacity? Can you give an example of what an official capacity useage of social media is? Please give an example for each form of social media.
- c) What type of work related material can a Finance employee post on a social media website? Please give examples.
- d) Would the following be acceptable to publish on a social media website (please provide details for your response):
 - i. Details about another employee of the Department
 - ii. Negative and/or positive comments about another employee of the Department
 - iii. Comments about departmental staffing matters
 - iv. Meeting dates, meeting attendees and/or meeting information
 - v. Cabinet meeting dates, Cabinet attendees and/or Cabinet information such as agenda items and discussion
 - vi. Expenditure Review Committee meetings, Expenditure Review Committee attendees and/or Expenditure Review Committee agenda items and discussion
 - vii. Budget information before it is released publically
 - viii. Procurement information
 - ix. Confidential, commercial-in-confidence procurement information
 - x. Classified information, such as protected information, cabinet-in-confidence information, national security information.
 - xi. Criticism of the Department of Finance and Deregulation
 - xii. Criticism of other Commonwealth departments and/or agencies
 - xiii. Criticism or praise of the Government or Government Ministers
 - xiv. Criticism or praise of other Members of Parliament or Senators
- e) Can employees of the Department post photographs of their workplace on social media websites? Please provide details.

Standing Committee on Finance and Public Administration

ANSWER TO QUESTION ON NOTICE

Finance and Deregulation Portfolio

Department of Finance and Deregulation

Supplementary Estimates Hearing – October 2010

Answer:

- a) Finance employees must observe all relevant policies and guidelines when accessing social media.
- b) Finance staff can use social media in an official capacity. Social media allows the sharing of information, stakeholder engagement and networking. In utilising social media, like any other departmental resource, Finance requires its staff to use this resource effectively, for business purposes.
- c) Finance encourages staff to make efficient use of all departmental resources for business purposes. Work material which may be posted could include factual, publicly-known matters relating to Finance or a Finance initiative.
- d) See part (c) above.
- e) See part (c) above.