

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Prime Minister and Cabinet Portfolio

Department of the Prime Minister and Cabinet

Supplementary Budget Estimates 18-21 October 2010

Question: PM128

Asked By: Senator Abetz

Topic: Government stationery requirements

Type of Question: Written

Date set by the committee for the return of answer: 3 December 2010

Number of pages: 2

a) What are the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. special type of paper, envelopes)?

b) What are the cost of these items? Is the Department/portfolio agencies paying for these?

Answer:

The following Ministers use 'Stephen Swiss White' 115gsm A4 paper and matching DL envelopes for ministerial correspondence:

- the Prime Minister, the Honourable Julia Gillard;
- the Minister for the Arts, the Honourable Simon Crean MP;
- the Cabinet Secretary, the Honourable Mark Dreyfus MP, and
- the Parliamentary Secretary to the Prime Minister, Senator the Honourable Kate Lundy.

The cost of the Stephen Swiss White paper and envelopes are:

- One ream (500 sheets) is \$32.87 or \$26.40 per ream if bulk orders (50 reams or more) are placed; and
- DL envelopes are \$76.50 per box of 500.

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Standard white paper (A4 80gsm) and department standard white envelopes are used for ministerial correspondence for the other Ministers in the portfolio, i.e.:

- the Minister Assisting the Prime Minister on Digital Productivity, Senator the Honourable Stephen Conroy;
- the Minister for Social Inclusion, the Honourable Tanya Plibersek MP;
- the Minister for Privacy and Freedom of Information, the Honourable Brendan O'Connor MP;
- the Minister for Sport, Senator the Honourable Mark Arbib, and
- the Special Minister of State for the Public Service and Integrity, the Honourable Gary Gray MP.

The costs of standard white paper and DL envelopes are:

- One ream (500 sheets) of standard white paper is \$4.90; and
- The envelopes are ordered in batches of 5,000 and are \$748.00 for 5,000.

Stationery costs for ministerial offices are met by the home department. The Department of the Prime Minister and Cabinet (PM&C) pays for stationery for the Prime Minister's office. In relation to stationery used in the other ministerial offices in the portfolio, the costs are being met by PM&C and the other home departments.