

QUESTION TAKEN ON NOTICE

ADDITIONAL ESTIMATES HEARING: 13 FEBRUARY 2012

IMMIGRATION AND CITIZENSHIP PORTFOLIO

(AE12/0042) Program: Internal Product

Senator Cash asked:

Do staff from the Department of Immigration and Citizenship assist in writing articles for publication in the media and if so, what are the relevant policy guidelines? Please provide a copy of this policy.

Answer:

Yes, staff from the department do assist in writing articles for publications in the media.

As stated on the department's intranet:

Staff from the program area will generally prepare the article. However, in preparing the article they must:

- *inform the National Communications Branch of the request and obtain guidance on the style and length of article as well as any appropriate photograph or illustration*
- *prepare a draft which will be edited and cleared by the National Communications Branch*
- *obtain Executive and/or ministerial approval for the content*
- *forward the final text to the requesting organisation within the nominated deadline.*

If a request is made to the department to write an article for trade press, industry journals or regional media, all copy is clearly attributed as having been written by the relevant departmental employee.