

## **CONDITIONS OF ACCESS TO REGISTERS OF SENATORS' INTERESTS AND GIFTS TO THE SENATE AND THE PARLIAMENT**

The conditions of public access to the Register of Senators' Interests and the Register of Gifts to the Senate and the Parliament are as follows:

- (1) Public access to the registers is by appointment with the Registrar of Senators' Interests, Room SG39, Parliament House Canberra, phone 6277 3360, fax 6277 3199, generally between the hours of 10.00am and 12.00 noon and 2.00pm and 4.00pm, Monday to Friday (public holidays excepted). Access is to be supervised.
- (2) Access is to the whole register.
- (3) Inquirers may make notes. A photocopy of a senator's statement or declaration may be supplied if requested. In all cases, a photocopy will be supplied only of a senator's complete statement or declaration, and not extracts. A copy of a statement or declaration may be collected in person or may be sent by post or facsimile.

Note: If the amount of photocopying involved becomes excessive, the committee reserves the right to levy a charge for the provision of photocopies.

- (4) The following access records will be maintained: name of inquirer (and organisation, if relevant), date and time of inspection, and total number of pages photocopied.
- (5) Details from the register (eg advice as to whether a particular senator has or has not declared a particular interest or notified a particular alteration) will not be provided over the telephone.

Access to the registers available for public inspection will continue during and after an election until such time as new registers are tabled.

A senator's statement of interests will be removed from the register from the date that the senator ceases to be a senator. Declarations of gifts in the name of senators who are former members of the Senate will be held in a volume of the register separate from the volume holding declarations of serving senators. The public will, however, continue to have access to past senators' statements and declarations which have been tabled in the Senate, through the Table Office.