

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

2015 - 2016

Department/Agency: ATO

Question: SBT 1795-1796

Topic: Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

1795. Does the department/agency have a procedure manual for communication between the department/agency and the minister?

1796. If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Has the minister's office had any input into the content of the manual? If so, please detail.
- d) Who is the manual distributed to?
- e) Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

Answer:

1795. The ATO does not have a procedural manual for communication between the department and the minister.

1796. Not applicable.