

Senate Standing Committee on Education and Employment

QUESTIONS ON NOTICE Additional Estimates 2015 - 2016

Agency - Asbestos Safety and Eradication Agency

Department of Employment Question No. EMSQ16-000303

Senator Ludwig provided in writing.

Question

ASEA - Merchandise or promotional material

Since the change of Prime Minister on 14 September, 2015:

1. Has the department purchased any merchandise or promotional material?
2. List by item, and purpose for each item, including if the material is for a specific policy or program or for a generic purpose (note that purpose)
3. List the cost for each item
4. List the quantity of each item
5. Who suggested these material be created?
6. Who approved its creation?
7. Provide copies of authorisation
8. When was the Minister informed of the material being created?
9. Who created the material?
10. How was that person selected?
11. How many individuals or groups were considered in selecting who to create the material?

Answer

1. Yes.
2. The agency purchased lanyards/pouches and printed satchels specifically to provide to delegates at the agency conference in November 2015. The agency also purchased USB card drive with the agency name and logo etched on the surface to provide to conference delegates and other stakeholders in the future.
3. The lanyards and satchels cost the agency \$4,019.40 (GST inclusive), paid for from the conference budget. The USB card drives cost the agency \$16,307.50 in total (GST inclusive)
4. 350 each of the lanyards and satchels for conference delegates and 2,500 USB drive cards – 350 for conference delegates and the remainder for ongoing promotional activities.
5. The agency conference sub-committee discussed
6. The purchase of the lanyards and satchels was approved by the Assistant Director, Media and Communications and the agency Director/Chief Financial Officer approved the purchase of the USB card drives as required by the procurement provisions in the Public Governance, Performance and Accountability Act 2013. .
7. Stored in TRIM.
8. Not applicable
9. Blackbirds Marketing Promotions (Mt Waverley, Victoria) created the lanyards and satchels and Flashbay Pty Ltd (Sydney, NSW) created the USB card drives.
10. The agency obtained three quotes for each purchasing project and selected Blackbirds Marketing Promotions and Flashbay Pty Ltd as the most competitive quotes.
11. The agency obtained three quotes each for the two purchases in line with procurement policy.