

**Senate Finance and Public Administration Legislation Committee**  
**Supplementary Estimates - November 2013**  
ANSWER TO QUESTIONS ON NOTICE

Prime Minister and Cabinet portfolio

**Department/Agency:** Office of the Official Secretary to the Governor-General

**Program 1:** Support for the Governor-General and Official Activities

**Outcome 1:** The performance of the Governor-General's role is facilitated through the organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.

**Topic:** Provision of Equipment

**Senator:** Ludwig

**Question reference number:** QoN 169

**Type of Question:** Written

**Date set by the committee for the return of answer:** 17 January 2014

**Number of Pages:** 5

- a) For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs.
- b) For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs from 7 September 2013 to date?
- c) Is electronic equipment (such as ipad, laptop, wireless card, vasco token, BlackBerry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.
- d) Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to who it is provided.

**Answer**

a) N/A.

b) N/A.

c) Electronic equipment provided to Office staff is summarised in the following table:

ISSUED TO	CLASSIFICATION	MAKE	MODEL	DATE PURCHASED	COST OF PURCHASE
MOBILE PHONES					
Official Secretary	OS	BlackBerry	9800 Torch	9/03/2011	\$793.64
Deputy Official Secretary	SES1	BlackBerry	9800 Torch	22/03/2011	\$793.64
Senior Executive Assistant to the Governor-General	GH06	BlackBerry	9700 Bold	9/06/2010	\$687.73
Executive Admin Assistant	GHO6	BlackBerry	9700 Bold	9/06/2010	\$687.73
Director Executive & Protocol	GHO8	BlackBerry	9800 Torch	22/03/2011	\$793.64
Strategic Program & Operations Manager	GHO7	BlackBerry	9800 Torch	22/03/2011	\$793.64
Events Manager	GHO6	BlackBerry	9800 Torch	22/03/2011	\$793.64
Program Adviser	GHO5	BlackBerry	9800 Torch	22/03/2011	\$793.64
ADC Air Force	ADC	BlackBerry	9700 Bold	9/06/2010	\$687.73
ADC Army	ADC	BlackBerry	9700 Bold	9/06/2010	\$687.73
ADC Navy	ADC	BlackBerry	9700 Bold	9/06/2010	\$687.73
Manager Household Operations	GHO7	BlackBerry	9700 Bold	9/06/2010	\$687.73
Senior Chef	GHO4	Nokia	6300	16/04/2010	\$170.91
Household	GHO1	Nokia	6233	9/08/2007	\$373.64

Attendant					
Household Staff	GHO1	Nokia	6300	11/11/2009	\$177.72
Director Corporate Services	GHO8	BlackBerry	9800 Torch	22/03/2011	\$793.64
Manager Human Resources	GHO7	BlackBerry	9810 Torch	1/12/2011	\$795.00
CFO	GHO8	BlackBerry	9810 Torch	1/12/2011	\$793.64
Manager IT	GHO7	BlackBerry	9800 Torch	17/02/2011	\$687.73
IT Systems Administrator	GHO6	BlackBerry	9810 Torch	11/07/2012	\$616.36
IT Support Officer	GHO4	BlackBerry	9810 Torch	11/07/2012	\$616.36
Manager Property & Services	GHO7	BlackBerry	9810 Torch	10/07/2012	\$616.36
Assistant Manager, Property And Services	GHO6	BlackBerry	9810 Torch	11/07/2012	\$616.36
Project Manager - 1	GHO7	BlackBerry	9700	9/06/2010	\$687.73
Project Manager - 2	GHO7	BlackBerry	9810	25/12/2012	\$616.36
Grounds Coodinator (GH)	GHO5	Blackberry	9800	9/06/2010	\$687.73
Gardening Overseer - Turf	GH04	Nokia	6720c	18/05/2010	\$352.73
Senior Gardener	GHO3	Nokia	6720c	18/05/2010	\$352.73
Caretaker	GHO2	Blackberry	9700	9/06/2010	\$687.73

Maintenance Officer	GHO1	Nokia	6300	16/04/2010	\$170.91
Maintenance Officer	GHO1	Nokia	6720C	18/05/2010	\$352.73
Transport & Property Officer	GHO2	Nokia	6300	29/01/2009	\$583.64
AH Property Coordinator	GHO5	BlackBerry	9700 Bold	9/06/2010	\$687.73
Property Officer ADH	GHO2	Nokia	6300	16/04/2010	\$170.91
Director Honours & Awards	GHO8	BlackBerry	9800 Torch	22/03/2011	\$793.64
Administrative Asst - Honours	GHO4	Nokia	3210	1/9/2000	unknown
Senior Household Attendant	GH04	Blackberry	9810 Torch	25/12/2012	\$616.36
Corporate Co-ordinator	GH06	Blackberry	9700 Bold	9/06/2010	\$756.60
LAPTOPS					
Manager Property & Services	GHO7	HP	Elite Book 8460p	Dec-11	\$795.00
CFO	GHO8	HP	Elite Book 8460p	Dec-11	\$795.00
Deputy Official Secretary	SES1	HP	Elite Book 8460p	Dec-11	\$795.00
Manager IT	GHO7	HP	Elite Book 8460p	Dec-11	\$795.00
Director Corporate	GHO8	HP	Elite Book 8460p	Dec-11	\$795.00

Services					
Manager Human Resources	GHO7	HP	Elite Book 8460p	Dec-11	\$795.00
Events Manager	GHO6	HP	Elite Book 8460p	Dec-11	\$795.00
Strategic Program & Operations Manager	GHO7	HP	Elite Book 8460p	Dec-11	\$795.00
TABLETS					
Official Secretary	OS	Apple	iPad4 64GB	Mar-13	\$870.00
Director Corporate Services	GHO8	RIM	BlackBerry playbook	Nov-11	\$630.70
Strategic Program & Operations Manager	GHO7	RIM	BlackBerry playbook	Nov-11	\$630.70
Manager Human Resources	GHO7	RIM	BlackBerry playbook	Nov-11	\$630.70
Manager IT	GHO7	RIM	BlackBerry playbook	Nov-11	\$630.70
Director Executive & Protocol	GHO8	RIM	BlackBerry playbook	Nov-11	\$630.70
Events Manager	GHO6	RIM	BlackBerry playbook	Nov-11	\$630.70
CFO	GHO8	RIM	BlackBerry playbook	Nov-11	\$630.70
Deputy Official Secretary	SES1	RIM	BlackBerry playbook	Nov-11	\$630.70

Ongoing costs from 7 September to 31 October 2013 totalled \$5,962.

d) N/A