

**Senate Standing Committee on Environment and Communications**

**Answers to Senate Estimates Questions on Notice**

**Additional Estimates Hearings February 2014**

**Communications Portfolio**

**Australia Post**

**Question No: 179**

**Program No. Australia Post**

**Hansard Ref: In Writing**

**Topic: Credit Cards**

**Senator Ludwig asked:**

1. Provide a breakdown for each employment classification that has a corporate credit card.
2. Please update details of the following?
  - a. What action is taken if the corporate credit card is misused?
  - b. How is corporate credit card use monitored?
  - c. What happens if misuse of a corporate credit card is discovered?
  - d. Have any instances of corporate credit card misuse have been discovered since Supplementary Budget Estimates in November 2013? List staff classification and what the misuse was, and the action taken.
  - e. What action is taken to prevent corporate credit card misuse?

**Answer:**

1. 2,601 – Managers (1,098) and Staff (1,503) as at 31 January 2014.
2.
  - a,c&e. Australia Post's well publicised "Our Ethics" policy details that standards of behaviour expected of everyone who works for or represents the corporation and the disciplinary measures that will be taken in the event of a breach of the standards. This includes referral of expected or alleged criminal behaviour to its Security Group. Where evidence supports the allegation, the matter will be referred to the appropriate authorities or the Commonwealth Director of Public Prosecutions.
  - b. Use is monitored through authorisation of statements, monthly reporting and periodical audits.
  - d. No cases of alleged or proven criminal behaviour involving corporate credit cards have been reported to Australia Post's Security Group since 1 November 2013.