

**Senate Finance and Public Administration Legislation Committee  
—Budget Estimates Hearing—May 2014**

**Answers to Questions on Notice**

**Parliamentary departments, Department of Parliamentary Services**

Topic: **CCTV usage**

Question: **309**

Written **Senator Faulkner**

**Date set by the committee for the return of answer: 11 July 2014**

1. Has CCTV footage been used by anyone in DPS to monitor staff or assess staff behaviour in relation to the Code of Conduct or any other matter?
  - a. If so, when?
  - b. How was it used?
  - c. Who authorised it?
  - d. Who accessed the CCTV footage?
  - e. Was the Parliament House CCTV Code of Practice followed on each occasion?
  - f. Who checks that the CCTV Code is being adhered to?

**Answer**

<b>Date (a)</b>	<b>How was it used (b)</b>	<b>Who authorised use (c)</b>	<b>Who accessed footage (d)</b>	<b>Was the Code followed? (e)</b>
June 2008	Provided to ACT Police for investigation into staff conduct	Presiding Officers	ACT Police	Yes
December 2009	Provided to Fair Work Australia – unfair dismissal matter	Presiding Officers	Fair Work, lawyers	Yes
July 2010	Provided to ACT Police for investigation into staff conduct	Director, Security, in consultation with Serjeant-at-Arms, Usher of the Black Rod, and Assistant Secretary, Security	ACT Police	Yes**
April 2011	Provided to ACT Police for investigation into staff conduct	Presiding Officers	ACT Police	Yes
December 2012	Request made by employee's lawyer to access footage, access did not eventuate	Presiding Officers	No one	Yes
April 2014	Evidence in Code of Conduct matter	Assistant Secretary, Security DPS	HR Code of Conduct investigator	Yes
April 2014	Evidence in potential fraud matter	Director Security Capability, DPS	HR	Yes
May 2014	Evidence in potential fraud matter	First Assistant Secretary, Building and Asset Management Division	HR	Yes
May 2014	Requested in relation to Fair Work Commission matter, but not required	First Assistant Secretary, Building and Asset Management Division	HR	Yes

\*\*DPS records refer to this process being approved by the Presiding Officers, following consultation with the Serjeant-at-Arms and Usher of the Black Rod, but DPS does not have a written record of the Presiding Officers' approval.

- f. On each occasion that access is provided, the authorising officer is to satisfy themselves that access to footage/images is in accordance with the CCTV Code of Practice. Each access to and disclosure of CCTV footage is manually logged.