

Senate Standing Committee on Environment and Communications
Answers to Senate Estimates Questions on Notice
Additional Estimates Hearings February 2016
Communications Portfolio
Australia Council

Question No: 199(g)

Australia Council

Hansard Ref: Written, 19/02/2016

Topic: Procedure Manuals (Ministerial)

Senator Ludwig, Joe asked:

1. Does the minister's office have a procedure manual for communication between the minister's office and the department? If yes, please provide a copy and:
2. When was the manual last updated?
3. Who is responsible for updating the manual?
4. Who is the manual distributed to?
5. Is anyone responsible for clearing communications before they are sent to the department?

Answer

1. Not applicable.