

**Senate Standing Committee on Environment and Communications
Legislation Committee**
Answers to questions on notice
Environment and Energy portfolio

Question No: 273
Hearing: Supplementary Budget Estimates
Outcome: Corporate
Program: Corporate Strategies Division (CSD)
Topic: Credit Card - Usage
Hansard Page: n/a
Question Date: 21 October 2016
Question Type: Written

Senator Gallacher, Alex asked:

What are Credit Cards used for?

Answer:

Department of the Environment and Energy

Credit cards are used to support the daily operational needs of officials executing Government policy.

Credit cards are limited to purchasing goods and services under \$10,000. In addition, SES officers use credit card for meals, incidentals, parking, etc., while on official travel.

There are strict rules for the use of credit cards. All purchases must directly align with operational requirements, be approved prior to using a credit card and be acquitted within 35 days.