

**Senate Standing Committee on Environment and Communications
Legislation Committee**

Answers to questions on notice
Environment and Energy portfolio

Question No: 274
Hearing: Supplementary Budget Estimates
Outcome: Corporate
Program: Corporate Strategies Division (CSD)
Topic: Credit Card - Governance / Probity Rules
Hansard Page: n/a
Question Date: 24 October 2016
Question Type: Written

Senator Gallacher, Alex asked:

What are the Governance/probity rules for employees to follow?

Answer:

Department of the Environment and Energy

The use of Departmental credit cards is governed by the following:

- *Public Governance, Performance and Accountability Act 2013* (PGPA Act);
- Secretary's Instruction *SI 5 – Commonwealth Credit Cards and Credit Vouchers*;
- The department's Financial Delegations Instrument;
- Departmental policies on corporate credit cards;
- The individual credit Card Terms and Conditions; and
- The APS Values and Code of Conduct.