

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Additional Estimates

2015 - 2016

Department/Agency: AOFM

Question: AET 2287-2291

Topic: Procedure manuals (Ministerial)

Reference: written - 19 February 2016

Senator: Ludwig, Joe

Question:

2287. 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:

2288. When was the manual last updated?

2289. Who is responsible for updating the manual?

2290. Who is the manual distributed to?

2291. Is anyone responsible for clearing communications before they are sent to the department?

Answer:

2287. to 2291. See the Department of the Treasury response to AET 2287-2291.