

Senate Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Treasury Portfolio
Supplementary Budget Estimates
2014 - 2015

Department/Agency: ASIC

Question: SBT1524

Topic: Procedure Manuals (Departmental)

Reference: written - 30 October 2014

Senator: Ludwig, Joe

Question:

1524. Does the department have a procedure manual for communication between the department and the minister? If yes, please provide a copy and:

- a) When was the manual last updated?
- b) Who is responsible for updating the manual?
- c) Has the minister's office had any input into the content of the manual? If so, please detail.
- d) Who is the manual distributed to?
- e) Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

Answer:

No.