

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

Department/Agency: ATO

Question: 1797

Topic: Procedure manuals (Ministerial)

Reference: written - 31 October 2014

Senator: Ludwig

Question:

1797. 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:

- a. When was the manual last updated?
- b. Who is responsible for updating the manual?
- c. Who is the manual distributed to?
- d. Is anyone responsible for clearing communications before they are sent to the department?

Answer:

1797. Refer to Treasury response SBT 115.