

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

2015 - 2016

Department/Agency: AOFM

Question: SBT 1453-1454

Topic: 1453-1454 - Communications

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

Communications

1453. Does the department/agency have a procedure manual for communication between the department/agency and the minister?

1454. 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:

1453. No

1454. N/a