

**Senate Economics Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

**Treasury Portfolio**

Supplementary Budget Estimates

2015 - 2016

**Department/Agency: IGT**

**Question: SBT 2145 - 2146**

**Topic: Communications**

**Reference: written – 30 October 2015**

**Senator: Wong, Penny**

**Question:**

2145. Does the minister's office have a procedure manual for communication between the minister's office and the department/agency?
2146. 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:**

2145. **As an independent statutory agency, the Inspector-General of Taxation (IGT) communicates directly with the Minister's office where required. The Treasury as portfolio head agency has advised the IGT to refer to the Treasury response at SBT 236.**
2146. **Refer to SBT 2145.**