

Senate Standing Committee on Education and Employment

QUESTIONS ON NOTICE Additional Estimates 2015 - 2016

Agency - Asbestos Safety and Eradication Agency

Department of Employment Question No. EMSQ16-000255

Senator Joe Ludwig provided in writing.

Question

ASEA - Credit cards

Since the change of Prime Minister on 14 September, 2015:

1. Provide a breakdown of any changes to employment classifications that have access to a corporate credit card.
2. Have there been any changes to action taken in the event that the corporate credit card is misused?
3. Have there been any changes to how corporate credit card use is monitored?
4. Have any instances of corporate credit card misuse have been discovered during the specified period? If so:
5. Please list staff classification and what the misuse was, and the action taken.
6. Have there been any changes to what action is taken to prevent corporate credit card misuse?
7. How many credit cards available to the Minister or their office? If so, please list by classification. Have there been any misuse of credit cards by the Minister or their office? Has any action been taken against the Minister or their office for credit card misuse? If so, list each occurrence, including the cost of the misuse.

Answer

1. Nil.
2. No.
3. No.
4. Yes, one self-reported incident involving the inappropriate use of a corporate credit card occurred.
5. The classification level of the officer was EL1. The misuse related to the payment of a meal during a work-related, part-day trip. Following the payment of the meal, the officer immediately realised the error, had the expense refunded to the corporate credit card and paid for the meal using their personal funds. The misuse was immediately reported to the agency's Chief Finance Officer. The incident is to be considered by the agency's Audit Committee at its upcoming meeting in March 2016.
6. No.
7. Nil.