

Senate Standing Committee on Education and Employment

**QUESTIONS ON NOTICE
Supplementary Budget Estimates 2014-2015**

Cross Portfolio

Department of Employment Question No. EM1216_15

Senator Ludwig provided in writing.

Question

Credit Cards

Since Budget Estimates in June, 2014:

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

The department has not changed credit card arrangements since June 2014.

In this period a small number of staff classified as APS, Executive Level, and SES have mistakenly used a corporate credit card instead of personal cards. All funds have been repaid to the department.

There are no credit cards provided to Ministers or their offices by the Department of Employment.