

Senate Standing Committee on Education and Employment

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

Agency - Fair Work Building & Construction

Department of Employment Question No. EM1531_15

Senator Cameron provided in writing.

Question

FWBC - Records Management guidelines

Please provide the FWBC Records Management guidelines and record-keeping policy.

Answer

1. The 'FWBC Records Management Policy – TRIM Records' is attached as **Appendix A**.
2. The FWBC 'Recordkeeping Policy' is attached as **Appendix B**.