

**Senate Finance and Public Administration Legislation Committee:  
Answers to written Questions on Notice Additional Budget Estimates 2013–14  
Parliamentary Departments Portfolio  
February 2014**

---

<b>Department</b>	Parliamentary Budget Office
<b>Topic</b>	Diners Club cards
<b>Senator</b>	Senator Ludwig
<b>Question reference number</b>	119
<b>Type of question</b>	Written

**Question**

- 1 What is the arrangement with diners club for provision of credit cards for the Whole of Government Travel arrangements?
- 2 What is the cost of using diners club to the government, listed by government and agency in fees and other charges?
- 3 What are the criteria for staff receiving credit cards? Does the criteria vary between SES and other levels; do they require pre-approval for certain classes of expenses?
- 4 Please detail the limits of the credit cards issued to departmental staff; the types of cards; the card issuers.
- 5 Have any credit cards been issued to ministers or minister's staff?

**Answer**

- 1 The Whole of Australian Government (WoAG) travel arrangements for the provision of Diners credit cards are managed by the Department of Finance (Finance). Any enquiries about how the travel card arrangement works should be directed to Finance.
- 2 Under the WoAG arrangement there are no annual membership fees, reporting fees or card administration fees. There is a cash advance fee of 1.75% where this service is used by an agency.
- 3 The Parliamentary Budget Office (PBO) has one virtual diners club card used to pay for all PBO accommodation and airfares.
- 4 Not applicable.
- 5 Not applicable.