

Question: 40**Topic: Travel costs – department****Written: 22 February 2016****Senator LUDWIG asked:**

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

1. Is the minister or their office or their delegate required to approve all departmental and agency international travel?
2. If so, under what policy?
3. Provide a copy of that policy.
4. When was this policy implemented?
5. When is the minister notified, when is approved provided?
6. Detail all travel (domestic and international) for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
7. Detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.
8. What date was the minister or their office notified of the travel?
9. What date did the minister or their office approve the travel?

What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

Answer:

1- 6 and 8 – 9. Not applicable.

7. The department has spent \$244,514 on travel since 14 September 2015. The majority of the department's travel relates to the support of Senate Committees and support to Parliamentary delegations.

Airfares	\$127,442
Car Hire/taxis	\$21,011
Accommodation/meals	\$70,674
Incidental travel expenses	\$5,387
Total	\$224,514