

Department/Agency: Office of the Inspector-General of Intelligence and Security

Outcome/Program: Outcome 1

Topic: Travel costs

Senator: Ludwig

Question reference number:170

Type of question: Written

Date set by the committee for the return of answer: 17 January 2014

Number of pages: 2

Question:

- a) For the financial year to date, please detail all travel 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).
- b) For the financial year to date, please 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.
- c) What travel is planned for the rest of from 7 September 2013? Also provide a reason and brief explanation for the travel.
- d) What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.
- e) What is the policy for business class airfare tickets?
- f) Are lounge memberships provided to any employees? If yes, what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the total costs of the lounge memberships.
- g) When SES employees travel, do any support or administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.
- h) Does the department/agency elect to offset emissions for employees work related travel? If yes, what is the cost?

Answer:

- a) OIGIS officers did not accompany any Minister or Parliamentary Secretary.
- b) OIGIS does not disclose the specific details of any travel that could be regarded as sensitive or relating to matters of national security. Travel undertaken by OIGIS staff for the financial year to date (30 November 2013) is as follows:
 - One trip to New Zealand for liaison purposes:
 - i. Airfares: nil
 - ii. Other costs: \$341.36
 - Four domestic trips for managing inspections, inquiries or complaints:
 - i. Airfares: \$683.52
 - ii. Other costs: \$569.93
- c) From 7 September 2013 – 30 June 2014 approximately six domestic trips are planned for managing inspections, inquiries or complaints.

- d) Two domestic trips are planned from 7 September 2013 to 31 December 2013 for managing inspections, inquiries or complaints.
- e) OIGIS default travel class for domestic flights is economy class for non-SES officers and business class for the Inspector-General and SES. OIGIS default class of travel for international flights is business class for non-SES and SES officers. The Inspector-General is entitled to travel first class on international flights but travels business class.
- f) Lounge membership may be provided to employees at the discretion of the Inspector-General of Intelligence and Security based on the business requirements for frequent interstate travel. No employees were provided with lounge membership in this financial year to date (30 November 2013).
- g) No.
- h) No.