

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**ADDITIONAL BUDGET ESTIMATES 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency: Australian National Audit Office**

**Outcome/Program:**

**Topic:** Senate Estimates Briefing

**Senator:** Ludwig

**Question reference number: 191**

**Type of question:** Written

**Date set by the committee for the return of answer:** 11 April 2014

**Number of pages: 2**

**Question:**

1. How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?
2. How many officer hours were spent on preparing that information?
  - a) Please break down the hours by officer APS classification
3. Were drafts shown to the Minister or their office before senate estimates?
  - a) If so, when did this occur?
  - b) How many versions of this information were shown to the minister or their office?
4. Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?
  - a) If so, when did this occur?
  - b) What officer hours were spent on making these edits? Please break down the hours by officer APS classification.
  - c) When were the changes made?
5. Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.

**Answer:**

Q1. The ANAO briefing pack for senate estimates is prepared by an EL1 officer with some input from other senior staff across the organisation.

Q2. Officer hours spent on preparation of Senate Estimate Briefing pack:

Classification	Hours
SES	8
EL2	1.5
EL1	37
APS4	7
Total hours:	53.5

Q3. Copies of ANAO corporate briefs only were provided to the Prime Minister's office on 21 February, 2014. No briefs relating to ANAO audit activities were provided to the Prime Minister's office.

Q4. No contributions, edits or suggestions were made by the Minister or their office.

Q5. Copy of Index of Senate Estimates Briefing pack provided (Attachment A)