

**Senate Finance and Public Administration Legislation Committee
—Budget Estimates Hearing—May 2013**

Answers to Questions on Notice

Parliamentary departments, Department of Parliamentary Services

Topic: **Internal mail facilities**

Question: **154**

Written **Senator Kroger**

Date set by the committee for the return of answer: 12 July 2013

- a. What is the estimated time for an internal mail item to be delivered from the REPS to the Senate?
- b. We are aware of examples of where it has taken more than 24 hours for items to be delivered through the internal mail. Is this usual?
- c. What processes are in place to ensure that internal mail arrives as quickly as possible?

Answer

- a. DPS has no involvement in delivery of mail between the Department of the House of Representatives and the Department of the Senate.
- b. DPS has outsourced its internal mail sorting and delivery to Australia Post. Australia Post sorts and delivers mail to sections in DPS twice a day as close as practicable to 11:00am and 2:30pm. Mail collected from DPS for the Senate, House of Representatives and Ministerial Wing is delivered to the Department of the House of Representatives mail room for distribution.
- c. DPS is unable to comment on the internal mail processes of the Departments of the Senate or the House of Representatives.