

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
BUDGET ESTIMATES 2012-2013

Prime Minister and Cabinet Portfolio

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

Outcome/Program: Outcome 1

Topic: Reforms of National Security Legislation - consultation

Senator: Ludlam

Question reference number: 48

Type of question: FPA, P119-120, 15 October 2012

Date set by the committee for the return of answer: 30 November 2012

Number of pages: 1

Question: Have you as yet conducted any inquiries or followed up any queries or complaints arising from amendments made to the Intelligence Services Legislation Amendment Act 2011? It reasonably recently passed the chamber.

Answer:

No particular inquiries have been conducted or complaints or queries followed up that arose from these amendments; however, the ongoing work of the office had regard to the legislation as amended where appropriate. For example:

- i. The review of Foreign Intelligence Collection warrants outlined on page 20 of the Inspector-General of Intelligence and Security Annual Report 2011-12 (Annual Report) had regard for the revised conditions for the authorisation of the collection of foreign intelligence
- ii. The inspection of ASIO warrants described on page 19 of the Annual Report had regard to the revised provisions for computer access warrants.

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

Outcome/Program: Outcome 1

Topic: T(IA) Act 1979

Senator: Ludlam

Question reference number: 49

Type of question: FPA, P120, 15 October 2012

Date set by the committee for the return of answer: 30 November 2012

Number of pages: 1

Question: I have a question about the annual report and the T(IA) Act 1979. I do not know if this is something you can help us with or if I should put this to the Attorney's department, because I believe another iteration of the annual report is probably due any day or any week now. When we are listing a record of the agencies that surveill Australians, ASIO is not required to report. It does not have reporting obligations under the T(IA) Act. Do you know and can you tell us what other agencies conduct surveillance activities on Australian citizens that do not have reporting obligations under that act?

Dr Thom: To my knowledge, ASIO is the only agency that has exemption from that reporting regime.

Ludlam; Knowing that I just ambushed you with that one, could you just check to ensure and provide us with any additional info on notice?

Answer:

My answer is restricted to the agencies that I oversight. Defence Signals Directorate, Defence Imagery and Geospatial Organisation and the Australian Secret Intelligence Service do not intercept telecommunications under the T(IA) Act 1979, but these agencies can seek authorisation under s 9 of the *Intelligence Service Act 2001* to produce intelligence on an Australian person if certain conditions are satisfied. As these activities are not conducted under the T(IA) Act they are not reported under that Act.

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

Outcome/Program: Outcome 1

Topic: 2012-13 Budget appropriations

Senator: Ryan

Question reference number: 58

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: To date, how much of the 2012-13 budget appropriations has your department received?

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: 2012-13 Grant program

Senator: Ryan

Question reference number: 59

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For 2012-13 please list each grant program your department administers, and the total funding of each program.

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Government programs not paused

Senator: Ryan

Question reference number: 60

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please list each grant program that has not been paused as part of the Government wide grants pause.

Answer:

OIGIS does not administer any grant programs.

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

Outcome/Program: Outcome 1

Topic: Cash value of programs not paused

Senator: Ryan

Question reference number: 61

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please provide the total cash value of each program that has not been paused?

Answer:

Nil. OIGIS does not administer any programs.

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

Outcome/Program: Outcome 1

Topic: Paused grants

Senator: Ryan

Question reference number: 62

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please list each grant program that has currently been ‘paused’ as part of the Government wide grants pause.

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Cash value of paused grants

Senator: Ryan

Question reference number: 63

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please provide the total cash value of each program that has been paused, and the total value of all grants paused?

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Paused grants – date and authority

Senator: Ryan

Question reference number: 64

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: On what date did your department receive advice from the government to pause certain grants programs?

How was the instruction received, and from whom was it received?

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Paused grants – discussions with finance

Senator: Ryan

Question reference number: 65

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please list the dates the Minister for Finance met with senior department officials to discuss the grants pause and the Minister overseeing your department met with senior department officials.

Answer:

Not applicable – OIGIS does not administer any grants.

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: Grants pause – implementation date

Senator: Ryan

Question reference number: 66

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: From what date was your department told to implement the grants pause?

a) When did it do so?

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Grants pause – information on cessation of pause

Senator: Ryan

Question reference number: 67

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Has your department been provided with information regarding when the grants pause would end?

- a) If so, what was the date?
- b) Was your department advised if it could communicate when the grants pause would end to grant applicants?

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Grants pause – advice to Finance on inclusion

Senator: Ryan

Question reference number: 68

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please provide the advice your department gave to Department of Finance regarding which programs should be included in the grants pause.

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Grants pause – advice from Finance on communication with applicants

Senator: Ryan

Question reference number: 69

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Did your department receive advice/instruction from the Department of Finance regarding how best to communicate the grants pause to grant applicants, the media and other external stakeholders?

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Grants pause – information to applicants

Senator: Ryan

Question reference number: 70

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: What information has been provided to grant applicants regarding the grants pause? Please provide scripts if these have been given to call centres, or any other information sheets which have been used internally for discussing the grants pause with applicants.

Answer:

Not applicable – OIGIS does not administer any grant programs.

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

Outcome/Program: Outcome 1

Topic: Grants pause – advice from Finance on further pauses

Senator: Ryan

Question reference number: 71

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Has your department been advised by the Department of Finance of further grants pauses in the future? If so

- a) When did you receive notification of future grants pauses?
- b) What is the date of future grants to be paused?
- c) Which grants programs will be paused?
- d) What is the total value of pauses in future grant programs?
- e) When will notification of these future grants pauses be made public?

Answer:

OIGIS was advised that this question has been transferred to the Department of Finance and Deregulation to answer.

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

Outcome/Program: Outcome 1

Topic: Grants programs – staffing numbers

Senator: Ryan

Question reference number: 72

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many staff are employed to administer grant programs within the department?

Answer:

Nil - OIGIS does not administer any grant programs.

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

Outcome/Program: Outcome 1

Topic: Grants pause – staff activities during pause

Senator: Ryan

Question reference number: 73

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: During the Grants Pause what activities are these staff involved with?

- a) Have staff been moved to other divisions during the grants pause?

Answer:

Not applicable – OIGIS does not administer any grant programs.

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

Outcome/Program: Outcome 1

Topic: Grant pause – decision process

Senator: Ryan

Question reference number: 74

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: During the Grants Pause are decisions on grants being made, but applicants not being alerted?

Answer:

Not applicable – OIGIS does not administer any grant programs.

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

Outcome/Program: Outcome 1

Topic: Staffing - recruitment

Senator: Ryan

Question reference number: 75

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many ongoing staff recruited this financial year to date? What classification are these staff?

How many non ongoing positions exist or have been created this financial year to date? What classification are these staff?

This financial year to date, how many employees have been employed on contract and what is the average length of their employment?

Answer:

There have been no ongoing staff recruited this financial year to date (as at 30 September 2012).

There have been no non-ongoing positions created this financial year to date (as at 30 September 2012).

There have been no employees employed on contract this financial year to date(as at 30 September 2012).

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

Outcome/Program: Outcome 1

Topic: Staffing – departures 2011-12

Senator: Ryan

Question reference number: 76

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many ongoing staff left the department/agency in the year 2011-12? What classification were these staff?

How many non ongoing staff left department /agency in the year 2011-12? What classification were these staff?

How many contract staff left department/agency in the year 2011-12? What classification were these staff?

Answer:

One EL1 ongoing staff member left OIGIS in 2011-12.

No non-ongoing staff left OIGIS in 2011-12.

No contract staff left OIGIS in 2011-12.

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

Outcome/Program: Outcome 1

Topic: Staffing – recruitment 2011-12

Senator: Ryan

Question reference number: 77

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many ongoing staff were recruited in the year 2011-12? What classification were these staff?

How many non ongoing staff were recruited in the year 2011-12? What classification were these staff?

How many contract staff were recruited in the year 2011-12? What classification were these staff? What is the average length of their employment period?

Answer:

OIGIS recruited one SES Band 1 ongoing staff member in 2011-12.

No non-ongoing or contract staff were recruited in 2011-12.

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

Outcome/Program: Outcome 1

Topic: Staffing – plans for reduction

Senator: Ryan

Question reference number: 78

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut.

If there are plans for staff reductions, please give the reason why these are happening.

Answer:

The following staff reduction for budgetary reasons is scheduled for 2012/13:

- one voluntary redundancy in November 2012

There are no planned cuts in services.

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

Outcome/Program: Outcome 1

Topic: Public service efficiency

Senator: Ryan

Question reference number: 79

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question: Please detail how the department/agency will achieve savings over the forward estimates through pursuing further efficiencies in the way the public service operates (see media release by the Minister for Finance and Deregulation and the Special Minister of State of 25 September 2012 http://www.financeminister.gov.au/media/2012/mr_1982012.html).

In addition, please provide the following detail:

How will reductions in air travel spending be achieved? What is the estimated savings for each year over the forward estimates?

What restrictions will be implemented for business flights? What are the estimated savings for each year over the forward estimates?

How will the use of external consultants and contractors be reduced? How will this impact on the department/agency? What are the estimated savings for each year over the forward estimates?

How will the department/agency manage moving recruitment advertising online? Will all future recruitment advertisement be online only? If not, explain why. What are the estimated savings for each year over the forward estimates?

How will printing costs be reduced? Explain if and how the department/agency will reduce its printing costs by five per cent, or if it will not, why not? How will it be determined what documents will no longer be printed? What are the estimated savings for each year over the forward estimates?

Answer:

The agency will achieve savings by:

- reducing travel, both domestic and overseas
- reducing legal expenses following the engagement of a staff member with the necessary legal qualifications
- prioritising discretionary spending such as training, stationery and equipment.

As an agency of only 13 staff, spending on air travel is already minimal. There will be reduction in travel achieved by having fewer staff conduct each interstate inspection (one officer instead of two) and by conducting electronic file inspections. No overseas travel is planned for 2012/13. The estimated savings for 2012/13 is approximately \$4,000 for domestic travel.

There will be no particular restrictions implemented for business flights. Overall savings for air travel will be achieved as described above.

Previously the main use of consultants has been for legal advice. A new position with a requirement for legal qualifications was created and filled in January 2012, which has reduced the necessity for external legal consultants. Use of contractors by the agency rarely occurs and as the use of both contractors and consultants is demand driven it is not possible to estimate what, if any, savings will be achieved. For example, the cost of legal expenses in 2009/10 was approximately \$30,000, in 2010/11 it was approximately \$127,000 and in 2011/12 it was \$18,000.

All recruitment advertisement for OIGIS is already online therefore there is no opportunity for further savings in this area.

As the major cost for printing in OIGIS is the Annual Report, the agency is unlikely to be able to reduce its printing costs by five per cent as there are already minimal copies of the Annual Report printed.

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

Outcome/Program: Outcome 1

Topic: Recruitment costs 2011-12

Senator: Ryan

Question reference number: 80

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How much was spent on recruitment advertising in 2011-12? How much of this was spent online and how much of this was spent on print advertising?

Please list where recruitment advertising was listed online and in print media.

How much has been spent on recruitment advertising this financial year to date? How much of this was spent online and how much of this was spent on print advertising?

Please list where recruitment advertising was listed online and in print media.

Answer:

The only expenditure for recruitment advertising in 2011-12 was for the APSJobs subscription for the 2011 – 2012 financial year.

There was no expenditure on recruitment advertising either online or in print media in 2011-12.

There has been no money spent on recruitment activity in this financial year to date (as at 30 September 2012).

There has been no recruitment advertising either online or in print media this financial year to date (as at 30 September 2012).

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

Outcome/Program: Outcome 1

Topic: Printing costs 2011-12

Senator: Ryan

Question reference number: 81

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How much was spent on printing 2011-12? Of this amount, how much was for printing documents?

How many documents (include the amount of copies) were printed in 2011-12? How many of these printed documents were also published online?

Of the documents that were printed in 2011-12, where were they delivered and what was the cost?

How much has been spent on printing this financial year to date? Of this amount, how much was for printing documents?

How many documents (include the amount of copies) have been printed this financial year to date? How many of these printed documents were also published online?

Answer:

In 2011-12 OIGIS spent \$17,400.45 on printing. Of this, \$16,005.66 was for printing documents.

In 2011-12 OIGIS printed one document, the Annual Report 2010-11, of which 700 copies were printed. The document was also published online.

The Annual Report was distributed in accordance with Australian Government Annual Report Publication requirements, and to OIGIS stakeholders, including local and international agencies. Cost for distribution was \$380.52.

In the financial year to date (as at 30 September 2012), nil has been spent on printing documents.

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

Outcome/Program: Outcome 1

Topic: Graduate recruitment

Senator: Ryan

Question reference number: 82

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages: 1

Question: How much has been spent on 2013 Graduate Recruitment? Please itemise and detail costs.

Has any travel been incurred for 2013 Graduate Recruitment? Please itemise and detail costs.

Answer:

There has been no money spent on Graduate Recruitment in 2013 (OIGIS does not have a graduate program)

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: Graduate

Senator: Ryan

Question reference number: 83

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages: 1

Question: How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.

Answer:

Not applicable – OIGIS does not have a graduate program.

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

Outcome/Program: Outcome 1

Topic: Government advertising

Senator: Ryan

Question reference number: 84

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question: What was the total cost of all advertising for the financial year to date?

Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.

Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item.

Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item.

Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item.

Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.

What advertising – Campaign and Non-Campaign – and other communications programs is the department/agency undertaking, or are planning to undertake?

Answer:

The total cost of all advertising for the financial year to date (as at 30 September 2012). is nil.

OIGIS has not placed any advertisements in the financial year to date (as at 30 September 2012), either campaign or non-campaign advertising.

There was no advice provided by the Department of Finance and Deregulation about advertising.

There was no advice provided by the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) about advertising.

There was no advertising to comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies.

There has been no spend in the financial year to date (as at 30 September 2012) on communications programs.

There are no plans for advertising or other communication programs in 2012/13.

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

Outcome/Program: Outcome 1

Topic: Government advertising 2011-12

Senator: Ryan

Question reference number: 85

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: What was the total cost of all advertising for 2011-12?

Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.

Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item.

Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item.

Did the advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item.

Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services that was undertaken in 2011-12.

Answer:

The total cost of all advertising for 2011-12 was nil.

There was no advice provided by the Department of Finance and Deregulation about advertising.

There was no advice provided by the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) about advertising.

There was no advertising to comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies.

There was no money spent on any other communications program in 2011-12.

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

Outcome/Program: Outcome 1

Topic: Hospitality and entertainment

Senator: Ryan

Question reference number: 86

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question: What is the department/agency's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events.

1. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for this financial year to date. Detail date, location, purpose and cost of each event.
2. What is the department/agency's entertainment spend for this financial year to date? Detail date, location, purpose and cost of all events.
3. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for this financial year to date. Detail date, location, purpose and cost of each event.
4. What hospitality spend is the department/agency's planning on spending? Detail date, location, purpose and cost of all events.
5. For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of each event.
6. What entertainment spend is the department/agency's planning on spending? Detail date, location, purpose and cost of all events.
7. For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of each event.
8. Is the department/agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?

Answer:

The total cost of OIGIS' hospitality spend for this financial year to date (as at 30 September 2012) is nil.

1. The total hospitality spend for each Minister and Parliamentary Secretary office for this financial year to date (as at 30 September 2012) is nil (not applicable).
2. The agency's entertainment spend for this financial year to date (as at 30 September 2012) is nil.
3. The total entertainment spend for each Minister and Parliamentary Secretary office for this financial year to date (as at 30 September 2012) is nil (not applicable).
4. The agency has no hospitality spend planned.
5. There is no hospitality spend currently planned for each Minister and Parliamentary Secretary office (not applicable).

6. The agency plans to spend approximately \$150 on entertainment in 2012-13. This is for a morning tea on 11 December 2012 at the Department of Prime Minister and Cabinet to thank staff for the support they provide to OIGIS.
7. There is no entertainment spend currently planned for each Minister and Parliamentary Secretary office (not applicable).
8. The agency already spends a very limited amount on hospitality and entertainment.

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

Outcome/Program: Outcome 1

Topic: Hospitality and entertainment 2011-12

Senator: Ryan

Question reference number: 87

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: What is the department/agency's hospitality spend for 2011-12? Detail date, location, purpose and cost of all events.

For each Minister and Parliamentary Secretary office, please detail total hospitality spend for 2011-12. Detail date, location, purpose and cost of each event.

What is the department/agency's entertainment spend for 2011-12? Detail date, location, purpose and cost of all events.

For each Minister and Parliamentary Secretary office, please detail total entertainment spend for 2011-12. Detail date, location, purpose and cost of each event.

Answer:

The agency hospitality spend for 2011-12 was as follows:

Date	Location	Purpose	Cost
28 Feb 2012	Theatrette, DEEWR Building, ACT	IGIS 25 th Anniversary Seminar	\$481.82 (ex GST)

Hospitality spend for each Minister and Parliamentary Secretary office – not applicable.

The agency entertainment spend for 2011-12 was as follows:

Date	Location	Purpose	Cost
15 Dec 2011	Canberra North Bowling Club, ACT	Staff Christmas function	\$141.82 (ex GST)
8 Dec 2011	PM&C Building, ACT	Morning tea to thank PM&C for support services	\$276.10 (ex GST)

Entertainment spend for each Minister and Parliamentary Secretary office – not applicable.

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

Outcome/Program: Outcome 1

Topic: Board appointments

Senator: Ryan

Question reference number: 88

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: List all of the boards within this portfolio, including board title, terms of appointment, tenure of appointment and members.

What is the gender ratio on each board and across the portfolio?

Please detail any board appointments for this financial year to date.

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Board appointments

Senator: Ryan

Question reference number: 89

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members for 2011-12.

What was the gender ratio on each board and across the portfolio for 2011-12?

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Freedom of Information requests

Senator: Ryan

Question reference number: 90

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Has the department/agency received any updated advice on how to respond to FOI requests?

What is the total cost to the department/agency to process FOI requests for 2011-12? How many FOI requests did the department/agency receive in 2011-12? How many requests were denied and how many were granted? Did the department fail to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?

What is the total cost to the department to process FOI requests for this financial year to date?

How many FOI requests has the department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?

Answer:

Not applicable – OIGIS is an exempt agency.

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

Outcome/Program: Outcome 1

Topic: Community Cabinet meetings

Senator: Ryan

Question reference number: 91

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many Community Cabinet meetings has the Minister attended this financial year to date? List date and location.

How many departmental officers travelled with the Minister for the Community Cabinet meetings for this financial year to date? What was the total cost of this travel? List travel type, accommodation and any other expenses. Which Community Cabinet meetings did the departmental officers attend? List date and location.

What was the total cost to the department and the Ministers office for the Community Cabinet meetings for this financial year to date?

Answer:

Not applicable (nil expenditure on Ministerial or Departmental officers travel for Community Cabinet meetings).

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

Outcome/Program: Outcome 1

Topic: Community Cabinet meetings 2011-12

Senator: Ryan

Question reference number: 92

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many Community Cabinet meetings did the Minister attend in 2011-12? List date and location.

How many departmental officers travelled with the Minister for the Community Cabinet meetings for 2011-12? What was the total cost of this travel? List travel type, accommodate and any other expenses. Which Community Cabinet meetings did the departmental officers attend? List date and location.

What was the total cost to the department and the Minister's office for the Community Cabinet meetings for 2011-12?

Answer:

Not applicable (nil expenditure on Ministerial or Departmental officers travel for Community Cabinet meetings).

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

Outcome/Program: Outcome 1

Topic: Reviews undertaken

Senator: Ryan

Question reference number: 93

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages: 1

Question: For this financial year to date:

- How many Reviews are being undertaken?
- What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded?
- Which of these reviews has been provided to government?
- When will the government be responding to the respective reviews that have been completed?
- Has the government responded to all reviews within the timeframe? If not, why not?
- What is the estimated cost of each of these reviews?
- What reviews are planned?
- When will each of these reviews be concluded?

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Reviews undertaken 2011-12

Senator: Ryan

Question reference number: 94

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For 2011-12:

- How many Reviews were undertaken
- Where all reviews have, and for those that are still ongoing, when will those reviews be concluded?
- Which of these reviews has been provided to government?
- Did the government respond to all reviews within the timeframe? If not, why not?
- What was the estimated cost of each of these reviews?

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Consultancies

Senator: Ryan

Question reference number: 95

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many consultancies have been undertaken this financial year to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie open tender, direct source, etc). Also include total value for all consultancies.

How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.

Answer:

No consultancies have been undertaken by OIGIS this financial year to date (as at 30 September 2012).

OIGIS has no consultancies planned for this financial year, and therefore no details have been published on the AusTender website.

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: Consultancies 2011-12

Senator: Ryan

Question reference number: 96

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How many consultancies were undertaken in 2011-12? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie open tender, direct source etc). Also include total value for all consultancies.

Answer:

There were three consultancies undertaken by this agency in 2011-12 as follows:

Name	Subject matter	Duration	Cost (2011-12)	Method of procurement
Dr M Perry	Legal services	Jul – Oct 2011 (commenced FY 10/11)	\$18,078.18	Direct source
Demir Legal	Legal Services	Jul – Nov 2011 (commenced FY 10/11)	\$44.04	Direct source
Meryl Stanton	Performance review	Feb – Apr 2011	\$16,000.00	Direct source

The total value for all consultancies undertaken in 2011-12 is \$34,122.22.

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

Outcome/Program: Outcome 1

Topic: Media monitoring

Senator: Ryan

Question reference number: 97

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: What is the total cost of media monitoring services, including press clippings, electronic media transcripts etc, provided to the Minister's office for this financial year to date?

- Which agency or agencies provided these services?
- What is the estimated budget to provide these services for the year 2012-13?
- What has been spent providing these services this financial year to date?

What was the total cost of media monitoring services, including press clippings, electronic media transcripts etc, provided to the department/agency for this financial year to date?

- Which agency or agencies provided these services?
- What is the estimated budget to provide these services for the year 2012-13?
- What has been spent providing these services this financial year to date?

Answer:

The total cost of media monitoring services for this financial year to date (as at 30 September 2012) is nil.

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

Outcome/Program: Outcome 1

Topic: Media monitoring 2011-12

Senator: Ryan

Question reference number: 98

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etc provided to the Minister's office for 2011-12?

- Which agency or agencies provided these services?
- What was the estimated budget to provide these services for the year 2011-12?

What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etc provided to the department/agency for 2011-12?

- Which agency or agencies provided these services?
- What was the estimated budget to provide these services for the year 2011-12?

Answer:

The total cost of media monitoring services for 2011-12 was nil.

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

Outcome/Program: Outcome 1

Topic: Social media

Senator: Ryan

Question reference number: 99

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Has there been any changes to department and agency social media or protocols about staff access and usage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since May 2012 Budget Estimates? If yes, please explain and provide copies of any advice that has been issued.

Does the department/agency monitor usage of social media?

- If yes, provide details of the usage (for example details could include average hours per employee, hours when usage peaks)
- If no, will the department/agency monitor usage in the future?

Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours).

Answer:

Since May 2012 Budget Estimates, there has been no change to OIGIS policies or protocols concerning staff access to or use of Youtube; social media such as Facebook, MySpace and Twitter; or online discussion forums and blogs. As OIGIS unclassified IT services are provided by Department of Prime Minister and Cabinet (PM&C), OIGIS staff are bound by the PM&C 'IT and Internet Usage Policy'.

PM&C monitors internet usage including social media. OIGIS staff are included in this practice, however details of the usage are not routinely reported to OIGIS by PM&C (unless there is evidence of inappropriate use).

There are no known instances of staff usage of social media impacting on employee productivity in OIGIS.

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

Outcome/Program: Outcome 1

Topic: Internet

Senator: Ryan

Question reference number: 100

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Has the department experienced any internet problems, such as but not limited to slow internet, or internet blackouts? If yes, what was the reason for this? Did it impact the Minister's office?

Answer:

OIGIS has not experienced any significant internet problems. OIGIS is provided with access to the internet by PM&C. Any issues are assessed and resolved by PM&C.

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

Outcome/Program: Outcome 1

Topic: Staff amenities

Senator: Ryan

Question reference number: 101

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:

Question: What amenities are provided to staff? Provide a list.

Answer:

OIGIS office space is located within the PM&C building, giving OIGIS access to PM&C amenities. Amenities were identified as features of the building that add to the comfort of the tenant while in occupancy.

The following amenities are available for staff:

- Change Rooms / Showers / Lockers
- Bike Racks
- Kitchens
- Carer's Room
- Reflection Room
- Café (commercial facility within the building)
- Outdoor Seating Facilities

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

Outcome/Program: Outcome 1

Topic: Coffee machines

Senator: Ryan

Question reference number: 102

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Has the department/agency purchased coffee machines for staff usage? If yes, provide a list that includes the type of coffee machine, the cost, the amount and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.

Why were coffee machines purchased?

Where did the funding for the coffee machines come from?

Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in 2011-12 and how much this financial year to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?

Answer:

In 2007 OIGIS purchased one Jura Impressa C5 coffee machine from Cosmorex at a cost of \$1,595.00 from general funds (Appropriation 1).

Staff meet the ongoing costs for coffee supplies for use in the machine. OIGIS spent \$108.00 in 2010-11 to purchase coffee supplies for official visitors.

In 2011-12 OIGIS spent \$51.00 on servicing the coffee machine. In this financial year to date (as at 30 September 2012), OIGIS spent \$472.81 on machine repairs. These costs have been met from general funds.

The coffee machine was purchased to reduce the time taken by staff in leaving the workplace to queue to purchase coffee and to provide coffee to official visitors.

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

Outcome/Program: Outcome 1

Topic: Contractors

Senator: Ryan

Question reference number: 103

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question: For this financial year to date:

- Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details (including the work undertaken and the cost).

- What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost).

Answer:

OIGIS has never employed the named companies.

For this financial year to date (as at 30 September 2012), OIGIS has employed no contractors.

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

Outcome/Program: Outcome 1

Topic: Contractors 2011-12

Senator: Ryan

Question reference number: 104

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question: For 2011-12:

- Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost).
- Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details (including the work undertaken and the cost).

- What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost).

Answer:

OIGIS has never employed the named companies.

For 2011-12, OIGIS has employed no contractors.

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: Grants

Senator: Ryan

Question reference number: 105

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Could the department/agency provide a list of all grants, including ad hoc and on-off grants for this financial year to date? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.

Have all grant agreement details been published on its website within the required timeframe? If not, provide details.

Answer:

Not applicable – OIGIS does not administer a grants program.

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: Grants 2011-12

Senator: Ryan

Question reference number: 106

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Could the department/agency provide a list of all grants, including ad hoc and on-off grants for 2011-12? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.

Have all grant agreement details been published on its website within the required timeframe? If not, provide details.

Answer:

Not applicable – OIGIS does not administer a grants program.

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

Outcome/Program: Outcome 1

Topic: Commissioned reports 2011-12

Senator: Ryan

Question reference number: 107

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:

Question: How many reports were commissioned by the government in your department/agency in 2011-12? Please provide details of each report including date commissioned, date report handed to government, date of public release, terms of reference and committee members.

- How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level?
- What is the current status of each report? Did the government report within the required timeframe? If not, when is the government intending to respond to these reports?

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Commissioned reports

Senator: Ryan

Question reference number: 108

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:

Question: How many reports have been commissioned by the government in your department/agency this financial year to date? Please provide details of each report including date commissioned, date report handed to government, date of public release, terms of reference and committee members.

- How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level?
- What is the current status of each report? When is the government intending to respond to these reports?

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Payment of accounts

Senator: Ryan

Question reference number: 109

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For this financial year to date, has the department/agency paid its accounts to contractors/consultants etc in accordance with government policy in terms of time for payment (ie within 30 days)?

- If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached)
- For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?
- Where interest is being paid, what rate of interest is being paid and how is this rate determined?

Answer:

All payments to contractors and consultants have been in accordance with government policy this financial year to date (as at 30 September 2012).

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

Outcome/Program: Outcome 1

Topic: Payment of accounts 2011-12

Senator: Ryan

Question reference number: 110

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For 2011-12, did the department/agency pay its accounts to contractors/consultants etc in accordance with government policy in terms of time for payment (ie within 30 days)?

- If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached)
- For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?
- Where interest is being paid, what rate of interest is being paid and how is this rate determined?

Answer:

All payments to contractors and consultants were in accordance with government policy in 2011-12.

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

Outcome/Program: Outcome 1

Topic: Stationery requirements

Senator: Ryan

Question reference number: 111

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (ie paper, envelopes, with compliments slips) this financial year to date?

What is the department/agency's stationery costs for the financial year to date?

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic:

Senator: Ryan

Question reference number: 112

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (ie paper, envelopes, with compliments slips) in 2011-12?

What is the department/agency's stationery costs for 2011-12?

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Media subscriptions

Senator: Ryan

Question reference number: 113

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Has there been any change to your pay TV subscription since the 2012-13 Budget Estimates (May 2012)

- If yes, please provide the reason why, the cost and what channels
- What is the cost for this financial year to date?

Has there been any change to your newspaper subscriptions since the 2012-13 Budget Estimates (May 2012)

- If yes, please provide the reason why, the cost and what newspapers
- What is the cost for this financial year to date?

Has there been any change to your magazine subscriptions since the 2012-13 Budget Estimates (May 2012)

- If yes, please provide the reason why, the cost and what magazines
- What is the cost for this financial year to date?

Does the department/agency provide any media subscriptions to its Ministers/Parliamentary Secretaries? If yes, provide details of what is provided and the cost this financial year to date and for 2011-12.

Answer:

There has been no change to pay TV subscription since the 2011-12 Budget Estimates (May 2012). The agency does not subscribe to pay TV.

To reduce the cost of the newspaper subscription and reflect the increasing availability of on-line media, OIGIS reduced its newspaper subscription in July 2012 from five newspapers each weekday, Monday to Friday, to one newspaper each weekday, Monday to Thursday, and two newspapers each Friday.

The cost for OIGIS' newspaper subscription for the financial year to date (as at 30 September) was \$190.18.

There has been no change to OIGIS' magazine subscription since the 2011-12 Budget Estimates (May 2012). The agency does not subscribe to magazines.

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

Outcome/Program: Outcome 1

Topic: Travel costs

Senator: Ryan

Question reference number: 114

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question: For the financial year to date, please detail all travel for the 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).

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).

Are the government's Lowest Practical Fare travel policy for domestic air travel (Finance Circular no 2009/10) and Best Fare of the Day for international air travel (Finance Circular 2009/11) guidelines being followed? How is the department/agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.

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.

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.

Answer:

There was no travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel.

All travel undertaken by agency staff for the financial year to date (as at 30 September 2012), is as follows:

Person Travelling & purpose of travel	Date	Cost (GST Ex)	Travel Type	Travel Allowance¹	Accommodation	M/V Mileage Paid
V Thom - Executive Learning Group	5/8/12	311.60	Economy	848.00	0.00	0.00
H Walsh - official travel Sydney	24/8/12	186.84	Economy	0.00	0.00	0.00
N Bryan - official travel Sydney	24/8/12	186.84	Economy	0.00	0.00	0.00
Total		685.28				

¹ Travel allowance includes components for accommodation, meals and incidentals

The agency follows the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (finance Circular No. 2009/11) guidelines.

This is monitored by the officer responsible for corporate management through monthly reports from the travel provider.

Lounge membership may be provided to employees at the discretion of the Inspector-General of Intelligence and Security based on the business requirement for frequent interstate travel. There have been no employees provided with lounge membership in this financial year to date (as at 30 September 2012).

SES employees in OIGIS do not have support or administrative staff travel with them.

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

Outcome/Program: Outcome 1

Topic: Travel costs 2011-12

Senator: Ryan

Question reference number: 115

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For 2011-12, 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 includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).

For 2011-12, 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).

Answer:

There was no travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel for 2011-12.

The total cost for all OIGIS travel for 2011-12 was:

Airfares (ex GST):	\$52,511.79
Travel allowance:	\$10,306.70
Accommodation:	\$3,182.41
Motor vehicle mileage allowance:	\$666.00

OIGIS complies with Commonwealth policies relating to 'Lowest Practical Fare for Official Domestic Air Travel' and 'Best Fare of the Day for International Official Air Travel'. 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.

OIGIS does not disclose the details of any travel that could be regarded as sensitive or relating to matters of national security. OIGIS declines to provide the remaining data as to do so would require an unreasonable diversion of resources to sort and compile a response.

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

Outcome/Program: Outcome 1

Topic: Legal costs 2011-12

Senator: Ryan

Question reference number: 116

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: What sum did each portfolio department and agency spend on legal services for 2011-12? Please provide a list of each service and costs.

What sum did each portfolio department and agency spend on legal services for 2011-12 from the Australian Government Solicitor? Please provide a list of each service and costs.

What sum did each portfolio department and agency spend on legal services for 2011-12? Please provide a list of each service and costs.

What sum did each portfolio department and agency spend on legal services for 2011-12 from other sources? Please provide a list of each service and costs.

Answer:

The agency has spent \$18,122.22 on legal services for 2011-12 as follows:

Service	Cost
Demir Legal	\$44.04
Dr M Perry	\$18,078.18

The agency has spent nil on legal services from the Australian Government Solicitor for 2011-12.

The agency has spent nil on legal services from private firms for 2011-12.

The agency spent \$18,122.22 on legal services from other sources (individuals/sole traders) for 2011-12 as follows:

Service	Cost
Demir Legal	\$44.04
Dr M Perry	\$18,078.18

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

Outcome/Program: Outcome 1

Topic: Legal costs

Senator: Ryan

Question reference number: 117

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: What sum did each portfolio department and agency spend on legal services for this financial year to date within the department/agency? Please provide a list of each service and costs.

What sum did each portfolio department and agency spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.

What sum did each portfolio department and agency spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.

Answer:

The agency has spent nil on legal services for this financial year to date (as at 30 September 2012).

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

Outcome/Program: Outcome 1

Topic: Education expenses

Senator: Ryan

Question reference number: 118

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: has there been a change to the department/agency's guidelines on study since the 2012-13 Budget Estimates (May 2012)? If yes, please provide details.

For this financial year to date, detail all education expenses (ie in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

Answer:

There has been no change to OIGIS guidelines on study since the 2012-13 Budget Estimates (May 2012).

There have been no educational expenses for OIGIS in this financial year to date (as at 30 September 2012).

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

Outcome/Program: Outcome 1

Topic: Education expenses 2011-12

Senator: Ryan

Question reference number: 119

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question:

For 2011-12, detail all education expenses (ie in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

Answer:

Education expenses total \$5,395.00 for 2011-12.

Type of Course	Total cost (GST Excl)	Cost per participant	Employee Classification	Study Leave Granted
CIT Solutions - Cert IV Government Statutory Compliance	975.00	975.00	EL1	n/a
CIT Solutions - Cert IV Government Statutory Compliance	975.00	975.00	APS 6	n/a
CIT Solutions - Cert IV Government Statutory Compliance	975.00	975.00	EL2	n/a
CIT Solutions - Cert IV Government Statutory Compliance	975.00	975.00	EL2	n/a
CIT Solutions - Cert IV Training and Assessment	1,495.00	1,495.00	SES Band 1	n/a
Total	5395.00			

The Certificate IV in Government (Statutory Compliance) is relevant to the work undertaken by OIGIS staff and will increase their knowledge and expertise in this area.

The Certificate IV in Training and Assessment will give the Assistant Inspector-General the relevant framework and skills to provide internal training to OIGIS staff and to deliver presentations to external agencies.

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

Outcome/Program: Outcome 1

Topic: Executive coaching & leadership training

Senator: Ryan

Question reference number: 120

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question:

In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for this financial year to date:

1. Total spending on these services
2. The number of employees offered these services and their employment classification
3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
4. The names of all service providers engaged

For each service purchased from a provider listed under (4), please provide:

- a) The name and nature of the service purchased
- b) Whether the service is one-on-one or group based
- c) The number of employees who received the service and their employment classification
- d) The total number of hours involved for all employees (provide a breakdown for each employment classification)
- e) The total amount spent on the service
- f) A description of the fees charged (ie per hour, complete package)

Where a service was provided at any location other than the department or agency's own premises, please provide:

- i. The location used
- ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification)
- iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- iv. Any costs the department or agency's incurred to use the location

Answer:

For the financial year to date (as at 30 September 2012), OIGIS has purchased nil executive coaching and leadership training.

The final session of the executive coaching and leadership training purchased in the previous financial year (2011-12) was conducted this financial year at a location other than the agency premises, as follows:

- i. The location was Melbourne, VIC

- ii. Only one employee, the Agency Head, took part.
- iii. The total number of hours involved for the Agency Head was 1.5 days.
- iv. There were no additional venue costs for either location, however the following costs were incurred to use the location:
 - a) travel \$342.76.
 - b) travel allowance \$848.

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

Outcome/Program: Outcome 1

Topic: Executive coaching & leadership training 2011-12

Senator: Ryan

Question reference number: 121

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:2

Question: In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for 2011-12:

1. Total spending on these services
2. The number of employees offered these services and their employment classification
3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
4. The names of all service providers engaged

For each service purchased from a provider listed under (4), please provide:

- a) The name and nature of the service purchased
- b) Whether the service is one-on-one or group based
- c) The number of employees who received the service and their employment classification
- d) The total number of hours involved for all employees (provide a breakdown for each employment classification)
- e) The total amount spent on the service
- f) A description of the fees charged (ie per hour, complete package)

Where a service was provided at any location other than the department or agency's own premises, please provide:

- i. The location used
- ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification)
- iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- iv. Any costs the department or agency's incurred to use the location

Answer:

Following is information on executive coaching and/or other leadership training services purchased by the agency for 2011-12:

1. Total spending on these services was \$12,000 (not including travel).
2. Only one employee, the Agency Head, was offered these services.
3. Only one employee, the Agency Head, utilised these services. The training services were undertaken during working hours and no study leave was granted.
4. The service provider was WHON Pty Ltd.

The service purchased was as follows:

Name and nature of service	One on one or group based	Number of employees	Employment classification	Total number of hours	Total amount spent	Description of fees
WHON Pty Ltd	Group based	1	Agency Head	4.5 days	\$12,000*	package

*not including travel

- i. The service was provided at a location other than the agency premises, as follows:Locations:
 - a. Sydney, NSW
 - b. Sutton Forest, NSW
 - c. Melbourne, VIC
- ii. Only one employee, the Agency Head, took part on each occasion.
- iii. The total number of hours involved for the Agency Head was four and a half days
- iv. There were no additional venue costs for either location, however the following costs were incurred to use the location:
 - a. travel \$2,304.48
 - b. travel allowance \$2,885.00

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

Outcome/Program: Outcome 1

Topic: Media training

Senator: Ryan

Question reference number: 122

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: In relation to media training services purchased by each department/agency, please provide the following information for this financial year to date:

1. Total spending on these services
2. The number of employees offered these services and their employment classification
3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
4. The names of all service providers engaged

For each service purchased from a provider listed under (4), please provide:

- a) The name and nature of the service purchased
- b) Whether the service is one-on-one or group based
- c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)
- d) The total number of hours involved for all employees (provide a breakdown for each employment classification)
- e) The total amount spent on the service
- f) A description of the fees charged (ie per hour, complete package)

Where a service was provided at any location other than the department or agency's own premises, please provide:

- i. The location used
- ii. The number of employees who took part on each occasion
- iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- iv. Any costs the department or agency's incurred to use the location

Answer:

Not applicable – OIGIS has not purchased media training services in this financial year to date (30 September 2012).

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

Outcome/Program: Outcome 1

Topic: Media training

Senator: Ryan

Question reference number: 123

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: In relation to media training services purchased by each department/agency, please provide the following information for 2011-12:

1. Total spending on these services
2. The number of employees offered these services and their employment classification
3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
4. The names of all service providers engaged

For each service purchased from a provider listed under (4), please provide:

- a) The name and nature of the service purchased
- b) Whether the service is one-on-one or group based
- c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)
- d) The total number of hours involved for all employees (provide a breakdown for each employment classification)
- e) The total amount spent on the service
- f) A description of the fees charged (ie per hour, complete package)

Where a service was provided at any location other than the department or agency's own premises, please provide:

- i. The location used
- ii. The number of employees who took part on each occasion
- iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
- iv. Any costs the department or agency's incurred to use the location

Answer:

Not applicable – OIGIS did not purchase media training services in 2011-12.

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

Outcome/Program: Outcome 1

Topic: Paid parental leave

Senator: Ryan

Question reference number: 124

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:

Question: Please list how many staff in each portfolio department and agency are eligible to receive payments under the government's Paid Parental Leave scheme?

For this financial year to date list which departmental/agency is providing its employees with payments under the government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.

Answer:

No agency staff are currently eligible for, or in receipt of, payments under the Paid Parental Leave scheme.

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

Outcome/Program: Outcome 1

Topic: Paid parental leave 2011-12

Senator: Ryan

Question reference number: 125

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:

Question: For 2011-12 which departmental/agency is providing its employees with payments under the government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.

Answer:

For 2011-12, no agency staff were eligible for, or in receipt of, payments under the Paid Parental Leave scheme.

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

Outcome/Program: Outcome 1

Topic: Portfolio Minister and Parliamentary Secretaries training

Senator: Ryan

Question reference number: 126

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For this financial year to date, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.

For this financial year to date, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.

For this financial year to date, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Portfolio Minister and Parliamentary Secretaries training 2011-12

Senator: Ryan

Question reference number: 127

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For 2011-12, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.

For 2011-12, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.

For 2011-12, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.

Answer:

OIGIS was advised that this question was transferred to PM&C for a response.

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

Outcome/Program: Outcome 1

Topic: Corporate cars

Senator: Ryan

Question reference number: 128

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):

- How cars are owned by each department/agency?
- Where is the car/s located?
- What is the car/s used for?
- What is the cost of each car for this financial year to date?
- How far did each car travel this financial year to date?

Answer:

Not applicable – OIGIS does not own any cars.

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

Outcome/Program: Outcome 1

Topic: Corporate cars 2011-12

Senator: Ryan

Question reference number: 129

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For 2011-12:

- How cars are owned by each department/agency?
- Where is the car/s located?
- What is the car/s used for?
- What is the cost of each car for this financial year to date?
- How far did each car travel this financial year to date?

Answer:

Not applicable – OIGIS does not own any cars.

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

Outcome/Program: Outcome 1

Topic: Taxi costs

Senator: Ryan

Question reference number: 130

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: How much did each department/agency spend on taxis this financial year to date? Provide a breakdown of each business group in each department/agency.

What are the reasons for taxi costs?

Answer:

In this financial year to date (as at 30 September 2012), OIGIS spent \$593.86 on taxi use.

Note: This figure is GST inclusive and has not been broken down to business group due to the size of the agency.

OIGIS uses taxis when the corporate leased car is unavailable or its use is impractical, eg on interstate travel or where parking is unavailable at the destination.

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

Outcome/Program: Outcome 1

Topic: Taxi costs 2011-12

Senator: Ryan

Question reference number: 131

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:

Question: How much did each department/agency spend on taxis in 2011-12? Provide a breakdown of each business group in each department/agency.

What are the reasons for taxi costs?

Answer:

In 2011-12, OIGIS spent \$3,160.70 on taxi use.

Note: This figure is GST inclusive and has not been broken down to business group due to the size of the agency.

OIGIS used taxis when the corporate leased car was unavailable or its use was impractical, eg on interstate travel or where parking was unavailable at the destination.

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

Outcome/Program: Outcome 1

Topic: Credit cards

Senator: Ryan

Question reference number: 132

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Provide a breakdown for each employment classification that has a corporate credit card.

Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):

- What action is taken if the corporate credit card is misused?
- How is corporate credit card use monitored?
- What happens if misuse of a corporate credit card is discovered?
- Have any instances of corporate credit card misuse have been discovered? List staff classification and what the misuse was, and the action taken.
- What action is taken to prevent corporate credit card misuse?

Answer:

Four agency staff have a corporate credit card. Their classifications are: Agency Head, SES Band 1, APS5 and APS4.

There have been no changes to the answers to the questions above since Budget Estimates 2012-13 (May 2012).

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

Outcome/Program: Outcome 1

Topic: Credit card misuse 2011-12

Senator: Ryan

Question reference number: 133

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For 2011-12 how many instances of corporate credit card misuse were there? List staff classification and what the misuse was, and the action taken.

Answer:

Not applicable – OIGIS had no instances of corporate credit card misuse in 2011-12.

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

Outcome/Program: Outcome 1

Topic: Provision of equipment

Senator: Ryan

Question reference number: 134

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs.

For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs for this financial year to date? What were the running costs for 2009-10 and 2010-11?

Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.

Please update if there have been any changes since Budget Estimates 2011-12 (May 2012): Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to who it is provided.

Answer:

The agency does not provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices.

The agency does not provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices.

The following electronic equipment is provided to agency staff as follows:

Classification	Equipment	Purchase cost	Ongoing cost
Agency head	Blackberry	Nil*	\$59.95/month plus usage
	Laptop	Nil*	\$39.95/month plus usage
SES Band 1	Blackberry	\$672.00	\$61.99/month plus usage

* Resource received free of charge from PM&C

There have been no changes since Budget Estimates 2011-12 (May 2012).

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

Outcome/Program: Outcome 1

Topic: Provision of equipment 2011-12

Senator: Ryan

Question reference number: 135

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided, the cost and what were the ongoing costs for 2011-12.

For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what type of electronic equipment was provided, the cost and what were the ongoing costs for 2011-12.

Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive was provided to department/agency staff for 2011-12, provide details of what was provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.

Answer:

OIGIS does not provide mobile phones to Ministers, Parliamentary Secretaries or their offices.

OIGIS does not provide electronic equipment to Ministers, Parliamentary Secretaries or their offices.

The following electronic equipment is provided to agency staff as follows:

Classification	Equipment	Purchase cost	Ongoing cost
Agency head	Blackberry	Nil*	\$59.95/month plus usage
	Laptop	Nil*	\$39.95/month plus usage
SES Band 1	Blackberry	\$672.00	\$61.99/month plus usage

* Resource received free of charge from PM&C

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

Outcome/Program: Outcome 1

Topic: Electricity Pricing 2011-12

Senator: Ryan

Question reference number: 136

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Provide details of any update of the department/agency electricity purchasing agreement if there has been a change since Budget Estimates 2011-12 (May 2012).

What are the department/agency electricity costs for 2011-12?

What are the department/agency electricity costs for this financial year to date?

Answer:

The agency occupies space within PM&C and does not have a separate electricity purchasing agreement.

The costs for electricity are not passed on to this agency by PM&C.

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: Shredder Purchases

Senator: Ryan

Question reference number: 137

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Did the department/agencies purchased any shredders in 2011-12? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.

Has the department/agencies purchased any shredders since Budget Estimates 2011-12 (May 2012)? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.

Answer:

The agency did not purchase a shredder in 2011-12.

The agency has not purchased a shredder since Budget Estimates 2011-12 (May 2012).

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

Outcome/Program: Outcome 1

Topic: Protective Security Policy Framework

Senator: Ryan

Question reference number: 138

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:

Question: Provide an update for your department/agency, including what is your current compliance level, what are you doing to manage risk, what is being done to comply with the mandatory requirements and details of any department/agency specific policies and procedures.

Answer:

OIGIS has comprehensive policies and procedures in place for the management of protective security issues. These are designed to implement and support the personnel security, information security and physical security requirements set out in the Australian Government's Protective Security Policy Framework, and respond to agency-specific risks identified in the OIGIS operating environment. Implementation and compliance with the mandatory requirements is assessed on an ongoing basis in accordance with the OIGIS security guidelines. OIGIS is not yet fully compliant with the Protective Security Policy Framework, but anticipates this will be achieved by 30 June 2013.

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

Outcome/Program: Outcome 1

Topic: Electricity usage

Senator: McKenzie

Question reference number: 139

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: For the financial year 2011-12, how many kilowatt hour of electricity did the department consume? What was the total cost?

What does this cost work out to per employee?

What increases in electricity costs has the department experienced since the introduction of the carbon tax?

How has this changed the department's spending pattern? What programs or services have been cut to meet the increased costs?

What measures is the department taking to reduce its electricity expenditure? When did these commence? What impact have they had?

Answer:

The agency occupies space within PM&C and does not have a separate electricity purchasing agreement.

The costs for electricity are not passed on to this agency by PM&C.

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

Outcome/Program: Outcome 1

Topic: Indigenous Expenditure

Senator: Scullion

Question reference number: 140

Type of question: Written

Date set by the committee for the return of answer: 30 November 2012

Number of pages:1

Question: Please indicate whether the program/measure listed below is still operating in 2012-13. If they are still operating, please provide by program/measure the current allocation and expenditure year to date (please indicate in respect of any of these programs/measures if information has already been provided):

- Recruitment and Retention of Indigenous employee's

Answer:

As OIGIS is such a small agency (only 13 staff) there is no potential to implement strategies to recruit/retain indigenous employees. In recruitment advertisements OIGIS invites applications from the indigenous community.