

MINISTERIAL HOSPITALITY

By: Tabled Document No 13
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A-G's DEPT
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Response to question by Senator Barnett at Senate Estimates on 25 May 2009

Responses to specific events raised by Senator Bartlett are provided in the attached table.

Process for Payment of Ministerial Hospitality

- The standard process for payment of ministerial hospitality is through receipt of invoice and a claim for payment from the relevant Minister, or his/her authorised person.
- In a majority of cases, an invoice from the caterer and/or venue is provided to the Attorney-General's Department (AGD) along with a claim for payment signed by relevant ministerial personal staff.
- This invoice is paid for by AGD using standard payment methods.
- Where payment is required at the time of event, Ministers may make their own arrangements for payment and seek reimbursement from AGD using a claim for payment.