

QUESTION TAKEN ON NOTICE

BUDGET ESTIMATES HEARINGS: 21-22 MAY 2012

IMMIGRATION AND CITIZENSHIP PORTFOLIO

(BE12/0138) Program: Internal Product

Senator Humphries asked:

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 No. 2009/11) guidelines being followed? How is this monitored? If the guidelines are not being followed, please explain why.

Answer:

DIAC

Yes we comply with Lowest Practical Fare (LPF) policy when booking domestic travel and Best Fare of the Day (BFOD) when booking international travel.

Strategies implemented to ensure compliance with this policy include:

- the WOAG travel company provider delivers monthly compliance reports which assist in monitoring compliance and is provided to the business areas;
- support and education of staff including newsflashes, training and individual assistance through the helpdesk; and
- a travel policy with clear instructions on LPF and mandated travel booking processes.

MRT-RRT

The Government's Lowest Practical Fare travel policy for Domestic Air Travel are followed by MRT-RRT staff and members. Instructions are maintained on the Tribunals' intranet which requires staff to request best fare of the day from our travel provider who is aware that Lowest Practical Fare is required.