

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Additional Estimates

2015 - 2016

Department/Agency: Australian Taxation Office

Question: AET 2302-2306

Topic: Procedure Manuals - Ministerial

Reference: written - 19 February 2016

Senator: Ludwig, Joe

Question:

2302. Does the minister's office have a procedure manual for communication between the minister's office and the department? If yes, please provide a copy and:

2303. When was the manual last updated?

2304. Who is responsible for updating the manual?

2305. Who is the manual distributed to?

2306. Is anyone responsible for clearing communications before they are sent to the department?

Answer:

2302-2306. Refer to Treasury response AET 2262-2266.