

Senate Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Treasury Portfolio
Additional Estimates
2015 - 2016

Department/Agency: IGT
Question: AET 2312-2316
Topic: Procedure Manuals (Ministerial)
Reference: Written - 19 February 2016
Senator: Ludwig, Joe & Wong, Penny

Question:

2312. 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:

2313. When was the manual last updated?

2314. Who is responsible for updating the manual?

2315. Who is the manual distributed to?

2316. Is anyone responsible for clearing communications before they are sent to the department?

Answer:

2312. **Refer to AET 2262 - 2266.**

2313. **Refer to AET 2312.**

2314. **Refer to AET 2312.**

2315. **Refer to AET 2312.**

2316. **Refer to AET 2312.**