

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

Department/Agency: CGC
Question: AET 2672-2677
Topic: Procedure Manuals (Departmental)
Reference: written - 19 February 2016
Senator: Ludwig, Joe

Question:

2672. Does the department have a procedure manual for communication between the department and the minister? If yes, please provide a copy and:

2673. When was the manual last updated?

2674. Who is responsible for updating the manual?

2675. Has the minister's office had any input into the content of the manual? If so, please detail.

2676. Who is the manual distributed to?

2677. Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

Answer:

2672. No

2673. Not applicable

2674. Not applicable

2675. Not applicable

2676. Not applicable

2677. Yes