

GOVERNMENT DEPARTMENTS AND AGENCIES, EXPENDITURE ON POSTAGE, AUDITING

2570. Mrs C.L. Edwardes to the Minister for Consumer and Employment Protection; Indigenous Affairs; Minister Assisting the Minister for Public Sector Management

For each Department and agency under the control of the Minister, including the Ministerial office -

- (a) what was the monthly expenditure on postage for each of the financial years 2001/2002, 2002/2003 and for each month, to date, of the current financial year;
- (b) what was the value of stamps purchased;
- (c) what was the value of 'franked' items posted; and
- (d) when was the last time that postage expenditure was audited?

Mr J.C. KOBELKE replied:

Department of Consumer and Employment Protection

(a)		2001-02	2002-03	2003-04
	July	29,186.30	3,255.59	16,641.25
	August	34,974.62	37,264.68	35,930.38
	September	30,318.40	33,945.90	38,954.44
	October	25,470.65	35,001.84	29,659.13
	November	23,849.60	14,411.95	39,005.56
	December	25,535.54	40,315.56	28,675.98
	January	29,391.58	32,655.07	10,255.66
	February	19,996.60	30,058.70	61,115.53
	March	23,183.69	28,272.79	12,039.49
	April	24,084.25	34,641.89	48,813.85
	May	28,652.01	33,094.79	53,368.65
	June	61,280.78	88,698.10	
	Total	355,924.02	411,616.86	374,459.92

- (b) Nil - DOCEP uses pre paid envelopes.
- (c) Nil - DOCEP does not have 'franking' facilities.
- (d) There has been no specific audit of postage expenses. However postage is subject to both the internal and external audit review each year as with all expenses.

Department of Indigenous Affairs

(a)		2001-02	2002-03	2003-04
	July	826.95	1,423.48	954.85
	August	1,552.17	1,391.28	2,356.51
	September	2,518.33	1,695.32	1,060.94
	October	2,146.71	1,230.05	3,163.33
	November	2,218.62	4,107.57	1,794.49
	December	707.38	3,313.19	2,003.13
	January	3,593.32	1,360.19	2,080.44
	February	1,448.18	756.96	1,652.92
	March	1,909.04	1,147.22	1,052.73
	April	1,957.70	2,662.96	2,195.75
	May	1,936.25	1,880.86	760.02
	June	1,765.90	1,529.67	
	Total	22,580.55	22,498.75	19,075.11

- (b) Postage stamp costs are not separately coded in the Department of Indigenous Affairs' Chart of Accounts as the annual costs are low and it is not efficient to record such details at that low a level in the Finance Management Information System.
- (c) The Department dispensed with franking machines before 2001/02.
- (d) Postage expenditure itself has not been the subject of a separate audit as it constitutes a relatively minor expenditure item. However, both the internal auditors and the Auditor General audit all of the

Department's expenditure as part of their annual audits of Accounts Payable, of which Postage is a component.

WorkCover WA

(a)

	2001-02	2002-03	2003-04
July	2,906.52	2,463.63	5,421.20
August	11,738.08	5,743.93	7,304.02
September	3,303.45	2,494.60	5,976.10
October	12,052.96	12,657.12	10,067.76
November	6,456.73	5,332.70	8,704.55
December	6,071.01	7,120.41	15,424.65
January	5,513.12	6,313.70	8,457.73
February	5,421.64	5,545.12	5,402.21
March	2,781.14	6,346.21	5,650.64
April	9,465.30	7,680.25	7,023.77
May	8,743.49	5,393.64	6,730.26
June	11,741.31	14,685.01	
Total	86,194.75	81,776.32	86,159.89

(b) Nil.

(c)

	2001-02	2002-03	2003-04
July	2,650.00	2,463.63	Nil
August	2,645.45	Nil	2,422.73
September	2,645.45	Nil	2,422.73
October	2,645.45	2,463.63	2,422.73
November	2,645.45	Nil	2,422.73
December	2,645.45	2,463.63	2,422.73
January	2,645.45	2,463.63	2,572.73
February	2,645.45	2,463.63	2,422.73
March	2,645.45	Nil	2,422.73
April	Nil	2,463.63	2,422.73
May	Nil	2,463.63	2,422.73
June	5,290.90	4,927.26	
Total	29,104.50	22,172.67	24,377.30

(d) Internal and external audit review payments on a yearly basis and have to date not revealed any irregularities with postage expenditure. WorkCover has a strict internal monitoring regime whereby on a quarterly basis all expenditure, revenue and budget is reviewed by the Workers' Compensation and Rehabilitation Commission.

In addition, the agency as part of its internal control procedure relies on Certifying and Incurring Officers, approved under the Financial Administration and Audit 1985 and Treasurer's Instructions, to perform relevant checks and balances prior to signing off for payment. This process extends to payment of postage accounts.

Western Australian Industrial Relations Commission

(a)

	2001-02	2002-03	2003-04
July	1,103.16	1,515.45	1,742.01
August	1,644.99	1,244.34	1,674.87
September	1,529.40	2,891.00	1,485.60
October	1,824.85	1,689.58	1,496.34
November	1,099.24	1,420.57	2,231.30
December	1,456.95	1,370.05	1,650.45
January	978.42	1,187.27	2,255.98
February	2,135.93	2,986.59	1,286.90
March	1,610.39	221.30	1519.24
April	1,269.87	1,806.07	1455.83
May	1,398.10	1,310.43	1485.46
June	1,298.14	3,125.15	
Total	17,349.44	20,767.80	18,283.98

- (b) Nil.
- (c) Nil.
- (d) Internal audit March 2003.

Construction Industry and Long Service Leave Payments Board

(a)		2001-02	2002-03	2003-04
	July	2,318.11	2,727.89	2,552.79
	August	685.48	1,945.39	1,261.99
	September	12,509.49	3,398.50	6,054.56
	October	4,482.33	1,867.55	3,702.22
	November	1,181.22	2,609.66	1,546.94
	December	3,367.61	3,383.29	3,938.43
	January	1,671.35	2,106.49	3,871.79
	February	2,217.65	2,109.62	1,498.68
	March	16,318.20	16,009.73	26,859.48
	April	6,316.67	1,548.05	2,373.40
	May	1,592.02	2,793.68	1607.00
	June	3,990.93	7,172.44	
	Total	56,651.06	47,672.29	55,267.28
(b)		2001-02	2002-03	2003-04
	July	0.72		
	August			11.31
	September			
	October		23.29	9.00
	November	7.86	3.00	
	December			19.50
	January	12.00	18.00	
	February		0.91	
	March		1.50	
	April			
	May	37.96		
	June			
	Total	58.54	46.70	39.81

- (c) Nil
- (d) August 2003 as part of financial year end audits.

Office of the Minister for Consumer and Employment Protection; Indigenous Affairs; Minister Assisting the Minister for Public Sector Management.

- (a)-(c) Please refer to the response provided by the Premier for question on notice 2567 of 2 March 2004.