

GOVERNMENT DEPARTMENTS AND AGENCIES, CREDIT CARD STATEMENTS, CHECKING  
2121. Mrs C.L. Edwardes to the Minister for Police and Emergency Services; Justice; Community Safety  
For each Department and Agency within the Minister's portfolio, including the Ministerial Office -

- (a) are the statements from credit card companies checked against invoices, before being passed on for payment; and
- (b) if not, why not?

Mrs M.H. ROBERTS replied:

Ministerial Office

- (a)-(b) Credit card statements are paid in full on receipt of the statement without reference to invoices. This practice avoids interest rate penalties.  
  
Cardholders subsequently provide supporting information when acquitting individual cardholder statements.  
  
This practice meets with Office of the Auditor General approval

Western Australia Police Service

- (a) No (statements are checked for correct GST)
- (b) Due to penalties imposed by banks for late payments the initial payment is based on the statement. Cardholders are then given 30 days after the statement date to provide supporting tax invoices for verification of purchases and reconciliation of invoices to statements.

Fire and Emergency Services Authority

The Fire and Emergency Services Authority advise:

- (a) No
- (b) Credit card payments are made in accordance with the credit terms and conditions agreed with the State Government approved corporate credit card suppliers to avoid penalties and interest charges. The statements are then checked against invoices via a clearing account to comply with financial policies and procedures.

Office of Road Safety

The Office of Road Safety advise:

- (a) No
- (b) The Office of Road Safety (ORS) receives the credit card statement from the Finance area of the Department of the Premier and Cabinet. The finance area pay the credit card statement from a holding account to avoid any late payment fees or penalties. The statement is then passed on to the ORS. All payments on the credit card statement are verified with original invoices.

Office of Crime Prevention

The Office of Crime Prevention advise:

- (a) Yes
- (b) Not applicable

Department of Justice

The Department of Justice advise:

- (a) Yes, unless an individual cardholders reconciliation statement for the month is not received before the payment due date to the card provider. In this case, payment is made to avoid penalty interest costs and the individual's card statement is subsequently reconciled. A formal process is in place to resolve disputed transactions with the card providers.
- (b) Not applicable

Office of the Inspector for Custodial Services

The Office of the Inspector of Custodial Services advise:

- (a) Yes
- (b) Not applicable

