

MINISTERS OF THE CROWN, STAFF, VEHICLES, MOBILE PHONES, PAGERS AND CREDIT CARDS

1624. Hon. C.L. Edwardes to the Parliamentary Secretary to the Minister for Agriculture, Forestry and Fisheries; the Midwest, Wheatbelt and Great Southern

With respect to the Minister's office, as at 11 March 2002, will the Minister indicate for each staff member in their office the following details -

- (a) name, level and type of employment contract;
- (b) the number of vehicles attached to the office, the names of the staff to which they are allocated and under what scheme are they allocated to the staff member;
- (c) how many mobile phones are available at the Minister's office and to which staff are they allocated;
- (d) are the mobile phone bills audited for the number of non-government related calls;
- (e) how many pagers are available and to which staff are they allocated;
- (f) how many Government credit cards have been authorised for use by the Minister's office and to which officers have they been allocated and what is the limit of each card allocated; and
- (g) how often are audits conducted on credit card purchases?

Mr LOGAN replied:

- (a) Michael McMullan, L9, Public Servant – seconded from Dept of Fisheries
Kevin Donohue, L8, Public Servant – seconded from Dept of Fisheries
John Dagostino, L7, Term of Government
Alan Briggs, L7, Public Servant – seconded from Forest Products Commission
Michael Marren, L7, Term of Government
Mark Chmielewski, L5, Public Servant – seconded from Dept of Agriculture
Wendy Lockhart, L5, Term of Government
Charmaine Cragan, L4, Term of Government
Kathryn Robertson, L3, Public Servant – Dept of Premier & Cabinet
Dale Piercey, L2, Term of Government
Kim Pszczola, L2, Term of Government
Elenna Dionisio, L2, Temporary Public Service s.64(1)(b) contract
- (b) Three vehicles
Michael McMullan, GVS
Michael Marren, GVS
John Dagostino, Home garaging
- (c) Eight
Michael McMullan
Michael Marren
Kevin Donohue (funded by Fisheries)
Mark Chmielewski
Alan Briggs (funded by Forest Products Commission)
Wendy Lockhart
Kathryn Robertson
One spare kept in office
- (d) All mobile telephone usage within Ministerial Offices is subject to the Department of the Premier and Cabinet's Computing and Communications Acceptable Use Policy, which provides that:
"Limited personal use of facilities by staff is permitted provided:
 - (i) It is endorsed by local management;
 - (ii) it does not interfere with work, or the work of anyone else; and
 - (iii) it does not involve unethical behaviour."

In addition, Premier's Circular 24/01 stipulates that mobile phones are provided for work related purposes, however there will be circumstances where private use is acceptable. However, mobile phones are not to be used for conducting private commercial activities, party

political or campaigning purposes, or accessing fee incurring information service for unofficial or unnecessary purposes.

The Premier's Circular requires agencies to adopt monitoring processes to address mobile phone usage, however there is no requirement for the number of non-government related calls on mobile phone accounts to be specifically audited. Detailed information on the usage of telephone facilities is retained by the Department and can be scrutinised at the direction of the Director General if necessary.

(e) Nil

(f) 14

Michael McMullan – Visa \$10 000 AMEX \$10 000

Kathryn Robertson – Visa \$1 000 AMEX \$10 000

Mark Chmielewski – Visa \$2 000 AMEX \$5 000

John Dagostino – Visa \$5 000 AMEX \$5 000

Kevin Donohoe – Visa \$2 000 AMEX \$2 000

Michael Marren – Visa \$1 000

Wendy Lockhart – Visa \$5 000 AMEX \$5 000

Francis Logan (Parliamentary Secretary) AMEX \$2 000

(g) Credit card expenditure is subject to regular periodic testing under the Department of the Premier and Cabinet's internal audit program in accordance with Part XII of the Treasurer's Instructions accompanying the Financial Administration and Audit Act 1985.

External review of departmental transactions, including credit card expenditure, is also undertaken by the Office of the Auditor General in respect of each financial year.