

# Assurance

IPEA has a multi-layered approach to assurance that takes account of the high volume and types of parliamentary work expenses being accessed, and the need for public accountability.

Parliamentarians have access to public funds for their work expenses to enable them to conduct their parliamentary and official duties. IPEA's mandate, as expressed by the Australian Government, is to provide greater oversight and accountability of these expenses.

IPEA's oversight provides assurance to the public, parliamentarians and their staff that parliamentary work expenses are being used in accordance with the framework. IPEA does this at arm's length from Government.

## Post-payment check

IPEA carries out a program of post-payment checks to monitor and provide a further layer of assurance that selected travel expenses and related costs have been accessed correctly.

Post-payment checks are ongoing systematic testing of transactions. This covers a range of expenses such as:

- use of short term self-drive hire cars
- accommodation receipts supporting travel allowance claims
- use of Cabcharge
- travel to desirable destinations
- family reunion travel
- travel adjacent to public or school holidays
- business class travel by MOP(S) Act Staff.



## Preliminary assessment

A preliminary assessment is conducted where use of work expenses indicates a matter that requires review. This may be identified through direct contact, third party reporting or media.

By reviewing information held or accessible by IPEA, a preliminary assessment evaluates if a parliamentary business resource has been used.

## Assurance review

An assurance review follows a preliminary assessment. It determines whether there has been misuse of a parliamentary business resource.

## Audit

IPEA has responsibility to audit all parliamentarians' work expenses and the travel expenses of their staff.

An audit commences where there are allegations of systemic or substantial potential misuse of a parliamentary business resource. An audit may also be a systematic and comprehensive examination of the use by all parliamentarians and/or MOP(S) Act staff of a specific category of a parliamentary business resource.

IPEA gathers and reviews available information. Additional information may be requested from the parliamentarian or their staff, and if necessary, IPEA's information-gathering powers may be used.

## What can I expect?

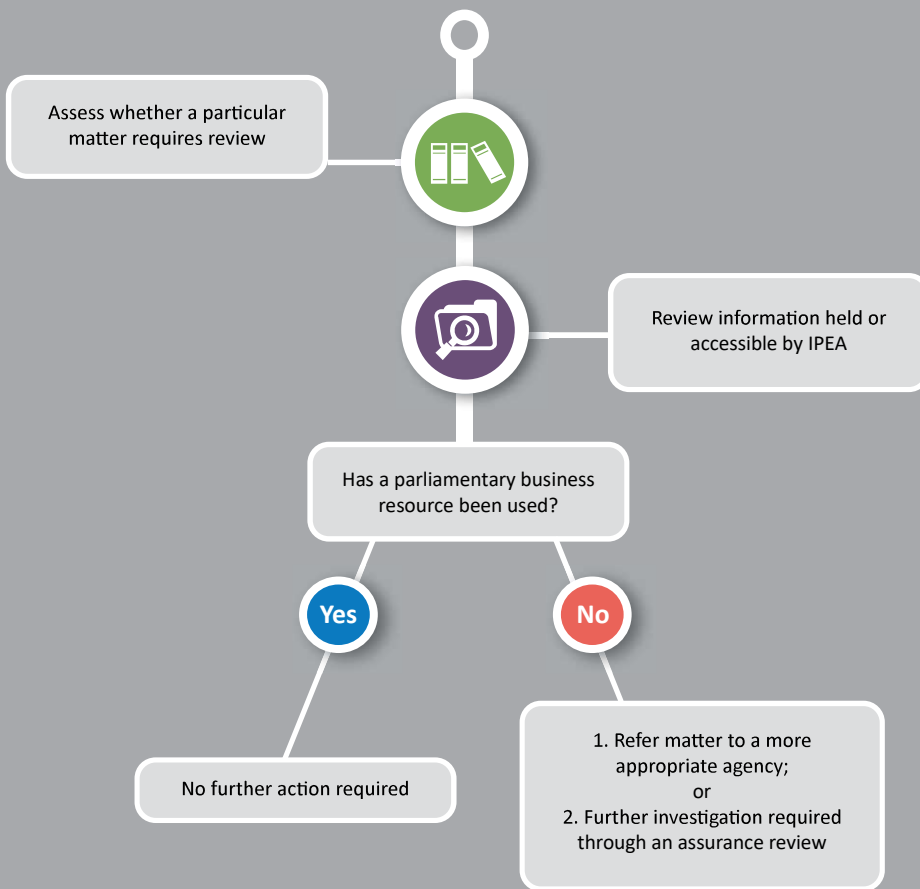
IPEA collects information to assess the eligibility of work expenses against the legislative framework. If required, IPEA contacts the parliamentarian or staff member to request further evidence to support the work expenses under review.

## POST PAYMENT CHECK





## PRELIMINARY ASSESSMENT



## ASSURANCE REVIEW





## AUDIT

