

s 22

From: s 22
Sent: Wednesday, 22 March 2017 5:44 PM
To: eMOPS Support; MOPS Pay & Conditions
Subject: CANAVAN & s 22 PERSONAL POSITIONS ALLOCATION FW: Staffing allocation letters [DLM=For-Official-Use-Only] [SEC=UNCLASSIFIED]
Attachments: s 22 Staffing Allocation - Minister Canavan revised.pdf

UNCLASSIFIED

For processing
Thanks

s 22

s 22
 Ministerial and Parliamentary Services | Client Services Branch
 Department of Finance
 s 22
 A: One Canberra Avenue, FORREST, ACT 2603

UNCLASSIFIED

From: Green, Alison [mailto:Alison.Green@pm.gov.au]
 Sent: Wednesday, 22 March 2017 5:00 PM
 To: Frost, Michael <Michael.Frost@finance.gov.au>; s 22
 Subject: Staffing allocation letters [DLM=For-Official-Use-Only]

For Official Use Only

Hi Michael and s 22

Attached please find revised staffing allocation letters for Minister Canavan and s 22

Kind regards

Alison

Alison Green | Senior Adviser – Corporate and Government
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SENSITIVE Personal

OFFICE OF THE PRIME MINISTER
CHIEF OF STAFF

22 MAR 2017

Senator the Hon Matthew Canavan
Minister for Resources and Northern Australia
M1-45
Parliament House
CANBERRA ACT 2600

Dear Minister

Thank you for the recent letter from your Chief of Staff regarding your staffing allocation.

I am instructed by the Prime Minister to indicate his agreement to the following revised Ministerial staffing allocation:

Position	Number of Positons
Chief of Staff 2	1
Senior Adviser 2	2
Senior Adviser 1	1
Senior Media Adviser 1	1
Adviser	4
Assistant Adviser	2
Executive Assistant/Office Manager	1
Secretary/Administrative Assistant	1
TOTAL	13

These staff are in addition to your entitlement of Electorate Office staff. Please note that all Ministerial staff are expected to be based either in Canberra or your Ministerial/Electorate Office.

A copy of this letter has been provided to Ministerial and Parliamentary Services, Department of Finance.

Should you require further information please do not hesitate to contact me.

Yours sincerely

s 22

DREW CLARKE

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