

From: s 22(1)(a)(ii)
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
Subject: RE: Contingency planning [SEC=OFFICIAL:Sensitive]
Date: Friday, 12 May 2023 11:25:36 AM
Attachments: [image003.png](#)
[image005.png](#)

OFFICIAL: Sensitive

With s 22(1)(a)(ii) cc'd.

From: s 22(1)(a)(ii)
Sent: Friday, 12 May 2023 11:25 AM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
 Wood, Lynette <Lynette.Wood@pmc.gov.au>; Stevenson, Alex
 <Alex.Stevenson@pmc.gov.au>; s 22(1)(a)(ii)
Subject: RE: Contingency planning [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi s 22(1)(a)(ii)

Would you be able to pull together a collective template for Directors to collate the information required.

s 22(1)(a)(ii)

From: s 22(1)(a)(ii)
Sent: Friday, 12 May 2023 11:01 AM
To: s 22(1)(a)(ii) >; s 22(1)(a)(ii) < s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
 Wood, Lynette <Lynette.Wood@pmc.gov.au>; Stevenson, Alex
 <Alex.Stevenson@pmc.gov.au>; s 22(1)(a)(ii)
Subject: RE: Contingency planning [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi s 22(1)(a)(ii)

Confirming this is operational documents as well as outward facing products and assets?

Is there a template we could all input into rather than collecting the info separately?

Many thanks,

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Director, Venues and Events

Quad Leaders' Summit Taskforce | Department of the Prime Minister and Cabinet
p: s 22(1)(a)(ii) | m: s 22(1)(a)(ii) | e: s 22(1)(a)(ii)
Ngunnawal Country, One National Circuit BARTON ACT 2600



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: s 22(1)(a)(ii)
Sent: Thursday, 11 May 2023 5:45 PM
To: s 22(1)(a)(ii) <s 22(1)(a)(ii)>
Cc: s 22(1)(a)(ii); Wood, Lynette
<Lynette.Wood@pmc.gov.au>; Stevenson, Alex <Alex.Stevenson@pmc.gov.au>; s 22(1)(a)(ii)
Subject: Re: Contingency planning [SEC=OFFICIAL:Sensitive]

Thanks s 22(1)(a)(ii) understood.

s 47E(d)

Cheers,

s 22(1)(a)(ii)

al Custodians of Country, and the
continuation of cultural, spiritual and

On 11 May 2023, at 5:28 pm, s 22(1)(a)(ii) <s 22(1)(a)(ii)> wrote:

OFFICIAL: Sensitive

Hi s 22(1)(a)(ii)

s 47E(d)

s 22(1)(a)(ii)

From: [redacted] s 22(1)(a)(ii)
Sent: Thursday, 11 May 2023 5:23 PM
To: [redacted] s 22(1)(a)(ii) <[redacted] s 22(1)(a)(ii)>
Cc: [redacted] s 22(1)(a)(ii)
[redacted] Wood,
Lynette <Lynette.Wood@pmc.gov.au>; Stevenson, Alex
<Alex.Stevenson@pmc.gov.au>; [redacted] s 22(1)(a)(ii)
Subject: Re: Contingency planning [SEC=OFFICIAL:Sensitive]

[redacted] s 47E(d)
[redacted]

[redacted] s 22(1)(a)(ii)
Director - Communications and Media
Quad Leaders' Summit Taskforce | Department of the Prime Minister and Cabinet
p: [redacted] s 22(1)(a)(ii) : | m: [redacted] s 22(1)(a)(ii) | e: [redacted] s 22(1)(a)(ii)
Ngunnawal Country, One National Circuit BARTON ACT 2600



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and

On 11 May 2023, at 4:55 pm, [redacted] s 22(1)(a)(ii)
<[redacted] s 22(1)(a)(ii)> wrote:

OFFICIAL: Sensitive

Hi team

[redacted] s 47E(d) [redacted] s 22(1)(a)(ii)
[redacted]
[redacted]
[redacted]
[redacted]

This would include a range of documents (some easy and some more difficult to change) [redacted] s 47E(d). Certainly don't want to progress this any further than the development of a quick reference list at this stage.

Grateful if you could turn your attention to what this list might look from each of your respective patches and we can discuss and collate at tomorrow's meeting .

Thanks

s 22(1)(a)(ii) | Head of Operations
Quad Leaders' Summit Taskforce
Department of the Prime Minister and Cabinet
p. **s 22(1)(a)(ii)** | m. **s 22(1)(a)(ii)**
Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box
6500 CANBERRA ACT 2600
e. **s 22(1)(a)(ii)** w. pmc.gov.au

<image001.jpg>

<image002.jpg> <image004.png>

The Department acknowledges and pays respect to the past, present and emerging
Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual
and educational practices of Aboriginal and Torres Strait Islander peoples.

From: s 22(1)(a)
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii); [Quad Procurement](#); s 22(1)(a)(ii)
Subject: RE: Request for approval to vary CD011631 - contract for interpreter booth hire and onsite tech support [SEC=OFFICIAL:Sensitive]
Date: Wednesday, 17 May 2023 4:33:50 PM
Attachments: [image010.png](#)

OFFICIAL: Sensitive

Hi s 22(1)(a)

Could you please write an email to Congress Rental to confirm the payment of \$55,000 GST inclusive for costs incurred by Congress Rental to date.

If they can forward us the invoice reference CD011631. I can ask Accounts Payable to process that as soon as possible.

Warm regards

s 22(1)(a)(ii) | Adviser
 Quad Leaders' Summit Taskforce
 Department of the Prime Minister and Cabinet
 p. s 22(1)(a)(ii)
 Nggunawal country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600
 e. s 22(1)(a)(ii) | w. pmc.gov.au



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: s 22(1)(a)(ii)
Sent: Wednesday, 17 May 2023 3:22 PM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
 s 22(1)(a)(ii)
 s 22(1)(a)(ii) Quad
 Procurement s 22(1)(a)(ii)
Subject: RE: Request for approval to vary CD011631 - contract for interpreter booth hire and onsite tech support [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thank you so much for your prompt response s 22(1)(a)(ii)

Warm regards

s 22(1)(a)(ii) | Adviser

Quad Leaders' Summit Taskforce
Department of the Prime Minister and Cabinet
p s 22(1)(a)(ii)
Nggunawal country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600
e. s 22(1)(a)(ii) | w. pmc.gov.au



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: s 22(1)(a)(ii)
Sent: Wednesday, 17 May 2023 3:17 PM
To: s 22(1)(a)(ii) >
Cc: s 22(1)(a)(ii)
s 22(1)(a)(ii)
s 22(1)(a)(ii) Quad
Procurement s 22(1)(a)(ii) >
Subject: RE: Request for approval to vary CD011631 - contract for interpreter booth hire and onsite tech support [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi s 22(1)(a)(ii)

Thank you for the update s 47E(d).

I agree to varying the arrangement to pay the supplier \$55,000 inc. GST and close off this contract.

Regards

s 22(1)(a)(ii)

Assistant Director

ICT Procurement, Engagement & Governance | Information Services Branch

s 22(1)(a)(ii)



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: s 22(1)(a)(ii)
Sent: Wednesday, 17 May 2023 3:09 PM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
s 22(1)(a)(ii)
s 22(1)(a)(ii) >; Quad
Procurement s 22(1)(a)(ii) [@pmc.gov.au](mailto:s 22(1)(a)(ii)@pmc.gov.au)>

Subject: Request for approval to vary CD011631 - contract for interpreter booth hire and onsite tech support [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi s 22(1)(a)(i)

Thank you for your time over the phone.

As discussed, the Quad Leaders' Summit will no longer be held in Sydney and we have to cancel some of the arrangements we have entered into.

CD011631 – contract for interpreter booth hire and onsite tech support is one of the contract we need to cancel. Given it is within 7 days of the event, they were entitled to 100% of the payment.

The maximum contract value is up to \$70k inc GST. s 47E(d)

s 47E(d)

s 47E(d)

s 47E(d) They have agreed to reduce the cost to \$50,000 ex GST/\$55,000 inc GST (saving of about 21% of costs).

Grateful for your approval to vary the arrangement to pay the supplier \$55,000 inc GST to close off this contract and to pay for the equipment they have organised and their services to date including planning, logistics, administrative costs and staffing time spent adhering to our security processes.

Please give me a call if you have any questions.

Warm regards

s 22(1)(a)(ii) | Adviser

Quad Leaders' Summit Taskforce

Department of the Prime Minister and Cabinet

p. s 22(1)(a)(ii)

Ngunnawal country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

e. s 22(1)(a)(ii) | w. pmc.gov.au



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s 22(1)(a)(ii)

From: s 22(1)(a)(ii)
Sent: Thursday, 18 May 2023 5:16 PM
To: s 47F
Cc: s 47F
Subject: RE: Cancellation 22 May Event [SEC=OFFICIAL]

OFFICIAL

Good Evening s 47F

Thank you for your assistance with this. We really appreciate your willingness to renegotiate the final cost. We accept your proposed amended total.

Please send through the invoice at your leisure and we will submit to Accounts for processing.

Kind Regards,

s 22(1)(a)(ii)

Workforce Manager | Quad Leaders' Summit Taskforce

Department of the Prime Minister and Cabinet



s 22(1)(a)(ii)

s 22(1)(a)(ii)



s 22(1)(a)(ii)

www.pmc.gov.au

QUAD

Leaders' Summit
Sydney 2023

From: s 47F
Sent: Thursday, 18 May 2023 4:45 PM
To: s 22(1)(a)(ii)
Subject: Cancellation 22 May Event

Hi s 22(1)(a)(ii)

Thank you for your time today.

With the cancellation of the event that consisted of continuous tea/coffee at \$300 and the Press Room Venue Hire \$2800.

As we cannot sell the venue space within the short time frame and we turned business away during the tentative hold period, I can offer a 50% cancellation fee of \$1400.

I will arrange an invoice to be sent to you as soon as possible.

Let me know if you need any further information.

Kind regards,

s 47F

Tel: +61 2 8214 0000 or 1300 Radisson (local)

Dir: +

s 47F

s 47F

Mob: +

s 47F

www.radissonhotels.com/en-us/hotels/radisson-blu-sydney

Radisson Blu Plaza Sydney, 27 O'Connell Street, NSW 2000, Sydney, Australia





Green Key

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From: s 22(1)(a)(ii)
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
Subject: Senate Estimates - Ministerial Brief update (draft) [SEC=PROTECTED]
Date: Thursday, 18 May 2023 11:46:56 AM
Attachments: [image003.png](#)
[image004.png](#)
s 22(1)(a)(ii) [Ministerial Brief - Update 17 May - KM.docx](#)

PROTECTED

Hi

s 22(1)(a)(ii)

s 47C

Thank you

s 22(1)(a)(ii)

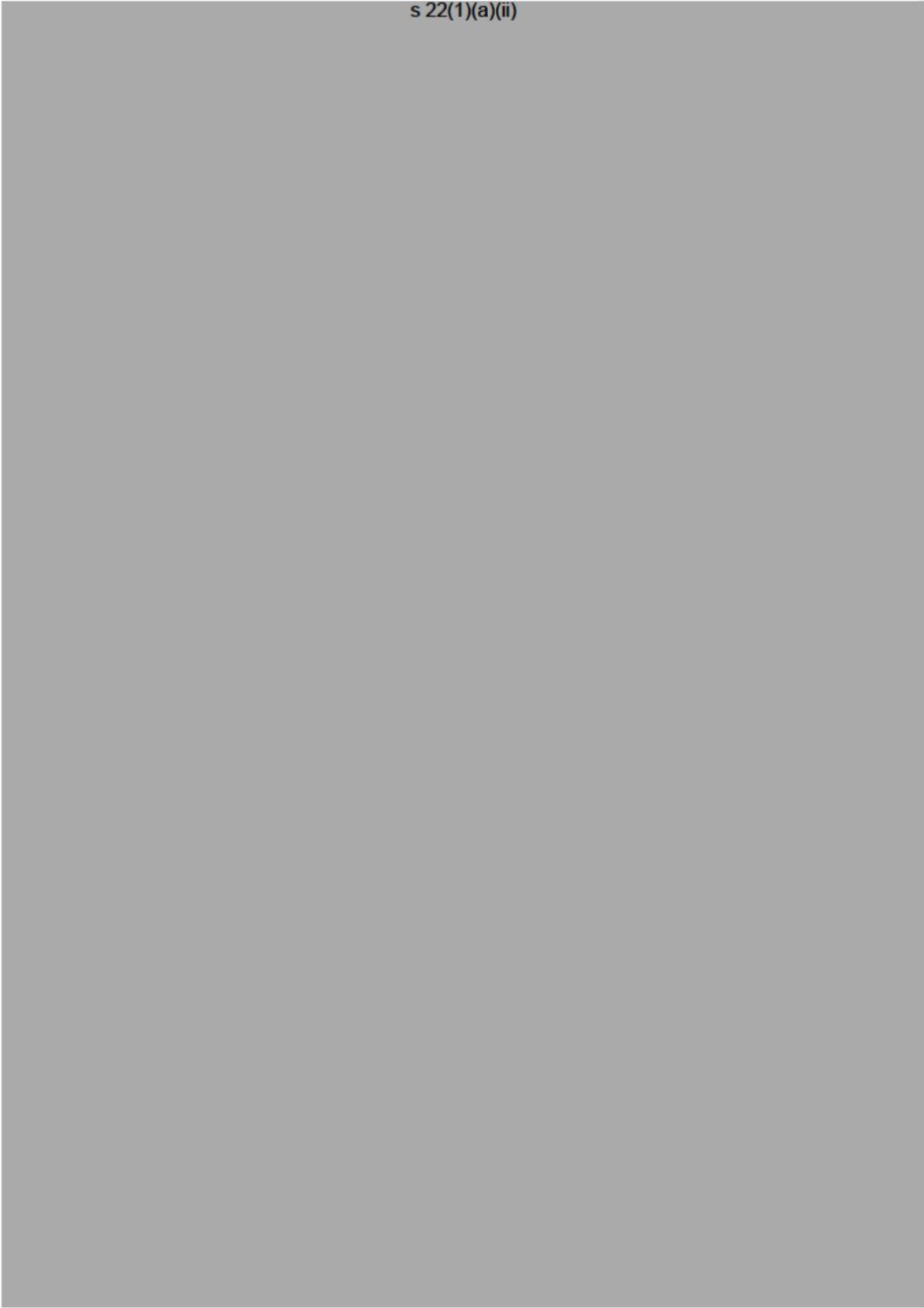
s 22(1)(a)(ii)

Adviser | Quad Policy Division
Department of the Prime Minister and Cabinet
p. s 22(1)(a)(ii) | e. s 22(1)(a)(ii)


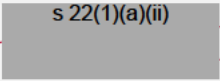


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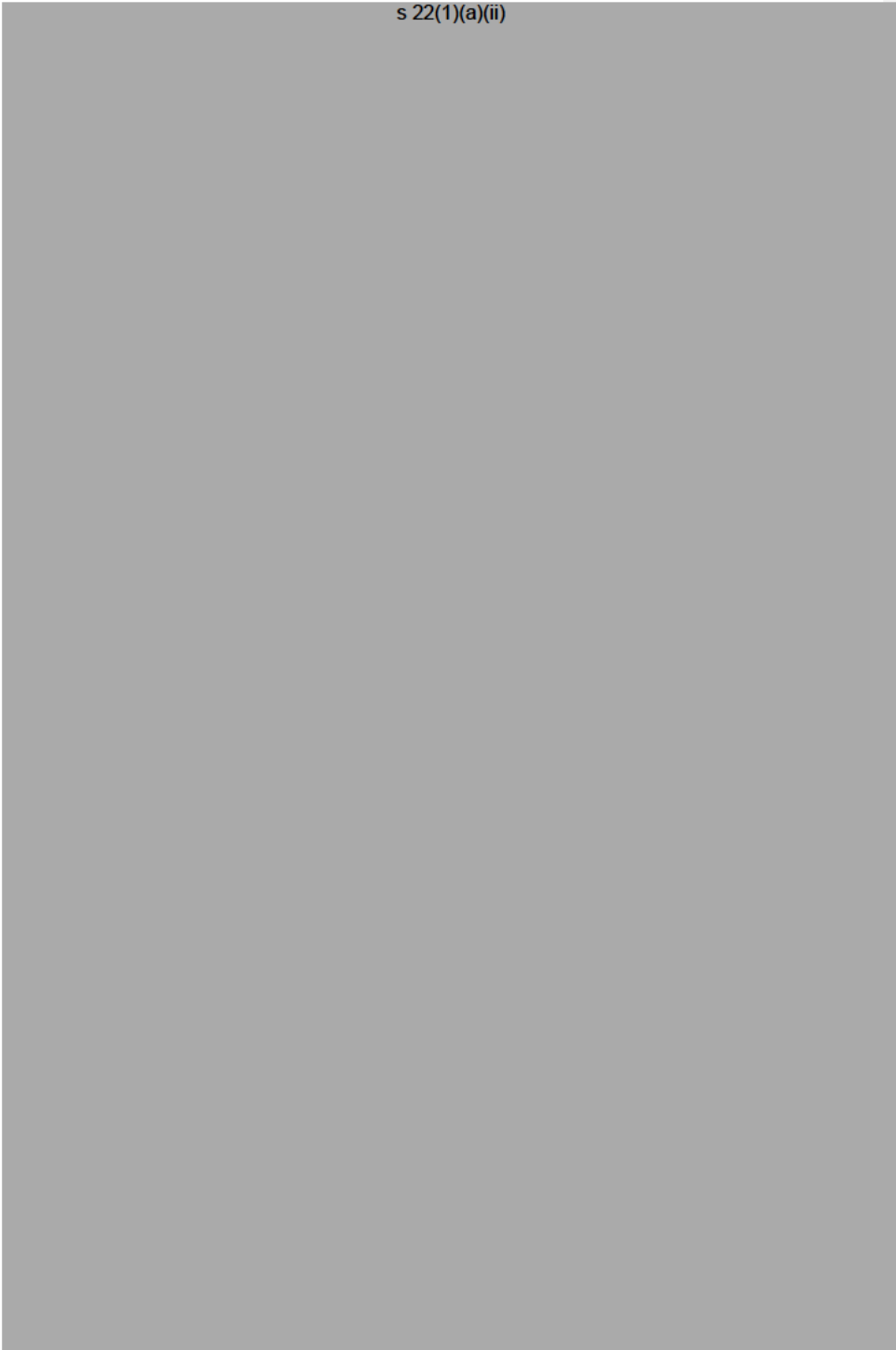
2023 Quad Leaders' Summit
s 22(1)(a)(ii)



s 22(1)(a)(ii)



s 22(1)(a)(ii)



s 47C

s 22(1)(a)(ii)

s 47C

s 22(1)(a)(ii)

s 47C

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Division: ISG - Quad AUKUS and Shipbuilding	
PDR No: s 22(1)(a)(ii)	
Prepared by: s 22(1)(a)(ii) Mob: N/A Ext: s 22(1)(a)(ii) Date: 14 April 2023	Cleared by Division Head: Lynette Wood Ext: 6334 Date: 14 April 2023
Consultation: Quad Taskforce, International Division Name: NA	Date: 14 April 2023 Mob: NA Ext: NA
Cleared by Deputy Secretary: Scott Dewar	Date: 19 April 2023
<i>Clearance of updates (if necessary)</i>	
Update cleared by: Click to type name.	Date: Click or tap to enter a date.

From: s 22(1)(a)(ii)
To: s 22(1)(a)(ii)
Cc: [Quad Procurement](#); s 22(1)(a)(ii)
Subject: RE: Questions I was able to capture re MOCK SE [SEC=OFFICIAL:Sensitive]
Date: Thursday, 18 May 2023 12:20:12 PM
Attachments: [image011.png](#)
[image015.png](#)
[image001.png](#)

OFFICIAL: Sensitive

Hi s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Adviser | Quad Leader's Summit
Department of the Prime Minister and Cabinet
Ph. s 22(1)(a)(ii) M. + s 22(1)(a)(ii)



From: s 22(1)(a)(ii)
Sent: Thursday, 18 May 2023 11:48 AM
To: s 22(1)(a)(ii)
s 22(1)(a)(ii) >
Cc: Quad Procurement <s 22(1)(a)(ii)>; s 22(1)(a)(ii)
s 22(1)(a)(ii)
Subject: RE: Questions I was able to capture re MOCK SE [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Thanks

s 22(1)(a)

s 22(1)(a)(ii)

Business Manager

Quad Leaders' Summit Taskforce | Department of the Prime Minister and Cabinet

p: s 22(1)(a)(ii) : | m: s 22(1)(a)(ii) | e: s 22(1)(a)(ii)

Nggunawal Country, One National Circuit BARTON ACT 2600



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From: s 22(1)(a)(ii)

Sent: Thursday, 18 May 2023 11:37 AM

To: s 22(1)(a)(ii)

s 22(1)(a)(ii) >

Cc: Quad Procurement s 22(1)(a)(ii) ; s 22(1)(a)(ii)
s 22(1)(a)(ii)

Subject: Questions I was able to capture re MOCK SE [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hey team

s 22(1)(a)(ii)

Below is the list of questions I captured, and my brief answers

Q. What is our budget?

\$18.4 million

Q. Did we reached that figure?

Lynette said we are still in the progress of reconciling

s 22(1)(a)(ii)

Happy to chat.

Warm regards

s 22(1)(a)(ii) | Adviser

Quad Leaders' Summit Taskforce

Department of the Prime Minister and Cabinet

p. s 22(1)(a)(ii)

Ngunnawal country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

e. s 22(1)(a)(ii) | w. pmc.gov.au



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