Drafting Direction No. 1.2  
Portfolio for cover page of Bill

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Part 1—Identifying the correct portfolio

1. The descriptions set out in Attachment A should be used on the cover page of a Bill in the space shown for “*(Portfolio)*”. The descriptions may change after an election or a Cabinet reshuffle.
2. The descriptions set out in bold font should be used as a general rule. The descriptions set out in normal font should be used when the Bill is sponsored by the Minister with the responsibilities so described and you are instructed to use that description.

Part 2—Relevance of portfolio

1. The only relevance of the portfolio mentioned is that the Minister introducing the Bill should be the Minister for that portfolio or someone representing that Minister. The portfolio should therefore be that of the Minister who is to be responsible for the carriage of the Bill through the Parliament (also known as the sponsoring Minister).
2. In some cases, the sponsoring Minister will not be the Minister who is to be responsible for administering the legislation. For example, the Human Cloning legislation is administered by the Minister for Health, but it was introduced by the Prime Minister at that time because he had taken a particular interest in it (and so the Prime Minister appeared as the portfolio).

Part 3—Ministers appointed to administer more than one department

1. A Minister may be appointed to administer more than one department. Such a Minister may have a title that does not reflect all of the Minister’s responsibilities.
2. For example, following the 2022 federal election, Senator the Hon Katy Gallagher, Minister for Finance, Minister for the Public Service and Minister for Women was appointed to administer the following departments:
   1. Finance;
   2. Prime Minister and Cabinet (*Public Service* and *Women*).
3. Particular care is taken in preparing Attachment A in these cases to ensure that the correct portfolios are used in relation to Ministers appointed to administer more than one department.
4. A full list of Ministers and the departments they have been appointed to administer is in Folio Office Documents.

Meredith Leigh

First Parliamentary Counsel  
7 June 2022

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Note: Before the issue of the current series of Drafting Directions, this Drafting Direction was known as Drafting Direction No. 11 of 2005.

Attachment A—Current list of “portfolios” for cover page of Bill

Note: The descriptions set out in bold font should be used as a general rule. The descriptions set out in normal font should be used when the Bill is sponsored by the Minister with the responsibilities so described and you are instructed to use that description.

**Agriculture, Fisheries and Forestry**

**Attorney‑General**

**Climate Change, Energy, the Environment and Water**

Climate Change and Energy

Environment and Water

**Defence**

Defence Industry

Defence Personnel

**Veterans’ Affairs**

**Education**

Early Childhood Education

Youth

**Employment and Workplace Relations**

Skills and Training

**Finance**

Special Minister of State

**Foreign Affairs and Trade**

Foreign Affairs

International Development and the Pacific

Trade and Tourism

**Health and Aged Care**

Aged Care

Sport

**Home Affairs**

Cyber Security

Emergency Management

Immigration, Citizenship and Multicultural Affairs

**Industry, Science and Resources**

Industry and Science

Resources

**Infrastructure, Transport, Regional Development, Communications and the Arts**

Arts

Communications

Infrastructure, Transport, Regional Development and Local Government

Northern Australia

Regional Development, Local Government and Territories

**Prime Minister and Cabinet**

Indigenous Australians

Public Service

Women

**Social Services**

Government Services

Homelessness

Housing

National Disability Insurance Scheme

**Treasury**

Assistant Treasurer

Financial Services

Small Business