Select Committee on Tobacco Harm Reduction

Information for submitters

On 6 October 2020, the Senate resolved to establish a Select Committee on Tobacco Harm Reduction (the Committee) to report by 1 December 2020.

Terms of Reference: www.aph.gov.au/select_tobaccoharmreduction

Due date for submissions: 5 November 2020

The due date gives the Committee time to consider submissions prior to hearings. **The Committee may not have time to consider late submissions.**

How to prepare a submission

- Address the submission to the Committee and cover some or all of the terms of reference.
- Be concise, generally **no longer than five to six pages** (an organisation or entity may exceed this limit if necessary).
- Outline the issues and how they can be addressed, **without naming people**.
- **Do not attach** personal or business documents or correspondence.
- The Committee **may not accept** submissions that fail to comply with the above criteria.
- Clearly identify in the header, filename and subject line whether you are asking to make:
    - a **public submission:** the material is published on the internet **with your name**; or
    - a **name-withheld submission:** the material is published on the internet **without your name** (if so, please **do not** put your name or address in your submission); or
    - a **confidential submission:** the material is **not** published on the internet and is kept confidential by the Committee. While committees are respectful of such requests, they do have the power to refuse to accept or to publish submissions following consultation with the submitter.

Form letters and similar documents are likely to be received as follows: a small sample may be accepted as a submission and published with a written indication of how many such documents were received.

Committee's role

- The Committee's powers allow it to report to Parliament with recommendations for changes to legislation, regulation and government policy.
- The Committee welcomes individual stories that may identify issues and recommendations.
- The Committee is **not able** to investigate or resolve individual disputes.

Parliamentary privilege

A submission to the inquiry becomes a committee document and the committee decides whether to receive it as evidence and whether to publish it. You should not release your submission to anyone until the Committee advises you it has been accepted and published. Submissions are protected by parliamentary privilege once accepted by the Committee. Their unauthorised release before this is not.

Further information:
https://www.aph.gov.au/Parliamentary_Business/Committees/Senate/How_to_make_a_submission

Online submission: https://www.aph.gov.au/Parliamentary_Business/Committees/OnlineSubmission.