



28 August 2018

By Email: [REDACTED]

In reply please quote:

FOI Request: FA 18/08/01441
File Number: ADF2018/183728

Dear [REDACTED]

Access Decision - Freedom of Information (FOI) request

This letter refers to an access request received by the Department of Home Affairs ('the Department') under the *Freedom of Information Act 1982* (the FOI Act) on 24 August 2018, seeking access to:

request any documents that summarise your Section's times for reaching decisions on information to be provided under FOI, the last three times that such information was collated

Timeframe for processing your request

The FOI Act provides a statutory period for processing your request of 30 calendar days, unless an extension of time is agreed to, or provided for under a provision of the FOI Act.

The due date for a decision on your request is 23 September 2018.

Authority to make decision

I am an officer authorised under section 23 of the FOI Act to make decisions in respect of requests to access documents or to amend or annotate Departmental records.

Information considered

In reaching my decision, I have considered the following:

- the *Freedom of Information Act 1982*;
- the Australian Information Commissioner's FOI guidelines relating to access to documents held by government;
- the terms of your request; and
- Departmental documents, (identified below).

Departmental records within scope

No.	Description	No. of folios
1.	Electronic Record – Quarterly Statistical Return – Quarter 4	10
2.	Electronic Record – Quarterly Statistical Return – Quarter 3	10
3.	Electronic Record – Quarterly Statistical Return – Quarter 2	10

Decision

The Department has identified three (3) documents that fall within the scope of your request. These documents were in the possession of the Department on 24 August 2018 when your request was received.

My decision is to release in full, those parts of the documents that are relevant to your request, and that are in the possession of the Department. The reasons for my decision are set out below.

Reasons for decision

I have considered the documents within the scope of your request and applied deletions to irrelevant material as detailed in the Schedule of Documents. You should read the schedule in conjunction with the reasons for exemption below. The Schedule of Documents at **Attachment A**.

Section 22 - Access to edited copies with exempt or irrelevant matter deleted

Section 22(2) of the FOI Act provides that, where an agency reaches the view that a document contains exempt information or material that is irrelevant to the request and it is possible for the agency to prepare an edited copy of the document with the irrelevant or exempt material deleted, then the agency must prepare such a copy.

This edited copy must be provided to the applicant. Further, the decision maker must advise the applicant in writing that the edited copy of the document has been prepared and of the reason(s) for each of the deletions in the document (s.22(3) of the FOI Act).

Exempt material is deleted pursuant to s.22(1)(a)(i) and irrelevant material is deleted pursuant to s.22(1)(a)(ii) of the FOI Act.

I have decided that parts of the documents would disclose information that could reasonably be regarded as irrelevant to your request. This information consists of the metadata for the online portal environment used by the Department to submit our FOI statistical return to the Office of the Australian Information Commissioner. I am satisfied that this information is irrelevant to the scope of your request.

Review rights

Internal review

If you disagree with my decision, you have the right to apply for an internal review by the Department of my decision. Any request for internal review must be provided to the Department within 30 days of you being notified of the decision. Where possible please attach reasons why you believe review of the decision is necessary. The internal review will be carried out by an officer other than the original decision-maker and the Department must make a review decision within 30 days.

Applications for review should be sent to:

Email to: foi.reviews@homeaffairs.gov.au

Review by the Office of the Australian Information Commissioner

You may apply directly to the Office of the Australian Information Commissioner (OAIC) for a review of my decision. You must apply in writing within 60 days of this notice. For further information about review rights and how to submit a review request to the OAIC, please see FOI fact sheet 12 '*Freedom of information – Your review rights*', available online at www.oaic.gov.au.

How to make a complaint about the handling of this FOI request

You may complain to the Australian Information Commissioner if you have concerns about how the Department has handled your request under the FOI Act. Information about how to submit a complaint is available at www.oaic.gov.au .

If you wish to discuss this matter, I can be contacted using the details provided below.

Yours sincerely



Freedom of Information Section
Department of Home Affairs

Telephone [Redacted]
Email foi@homeaffairs.gov.au

Attachments

- Attachment A – Schedule of Documents
- Documents released to you under the FOI Act



Attachment A – Schedule of Documents

Request Details

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File Number: ADF2018/183728

Electronic Records

Document No.	No of folios	Description	Decision	Legislation
1.	10	Electronic Record – Quarterly Statistical Return – Quarter 4	Released in full Irrelevant material deleted	s.22(1)(a)(ii)
2.	10	Electronic Record – Quarterly Statistical Return – Quarter 3	Released in full Irrelevant material deleted	s.22(1)(a)(ii)
3.	10	Electronic Record – Quarterly Statistical Return – Quarter 2	Released in full Irrelevant material deleted	s.22(1)(a)(ii)