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FREEDOM OF INFORMATION ACT 1982

REQUEST BY: Gemma (Right-To-Know.org)

REFERENCE: FOI/2223/028

NOTICE OF DECISION

Dear Gemma,

Freedom of information request ref. FOI/2223/028

1. The purpose of this letter is to give you a decision about access to documents that you requested from the National Indigenous Australians Agency (NIAA) under the *Freedom of Information Act 1982* (FOI Act).
2. I am an officer authorised by the NIAA's Chief Executive Officer under section 23(1) of the FOI Act to make decisions in relation to FOI requests.

Summary

Total number of documents that fall within the scope of your request	5
Number of documents to be released to you in full	5
Number of documents to be released to you in part	-
Number of documents exempt from release in full	-

Time frames

3. On 10 May 2023, you requested access to the following:

"1. Please provide a copy of the NIAA's current procedures for determining breaches of the APS Code of Conduct and the imposition of sanctions that is currently in force.
2. Please provide a copy of the NIAA's current social media policy (which covers departmental use and/or private use by employees in an individual capacity).
3. Provide a provide a copy of the NIAA's current guidance material which is available for employees to make informed decisions about their private social media use.
4. Provide a copy of guidance/information provided to employees regarding expectations on their conduct in the lead up to the Voice Referendum.
5. Please advise:
A) In the last 6 months, have you received a complaint regarding social media post made by an employee?
B) In the last 6 months, how many complaints have you received regarding social media post made by your employees?"

4. On 15 May 2023, the NIAA acknowledged your request.
5. A decision in relation to your request is due on 9 June 2023.

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Document searches

6. The NIAA has undertaken searches of relevant agency document management systems for documents within the scope of your request.
7. Specifically, NIAA advisers with subject-matter knowledge performed comprehensive searches of relevant systems using the key words provided by you (as set out in paragraph 3 of this notice).

Material taken into account

8. I have taken the following material into account in making my decision:
 - the terms of your request
 - the acknowledgement sent to you
 - document searches undertaken by NIAA advisers
 - the content of the documents identified as within scope of your request
 - the FOI Act, and
 - Guidelines made by the Australian Information Commissioner under section 93A of the FOI Act (FOI Guidelines).

Decision

9. I have identified documents which I consider to be within the scope of your request. I have decided to grant access in full to all of those documents.
10. Your **rights to seek review** under the FOI Act or submit a complaint are set out in **Attachment A** to this notice.
11. The **Schedule of Documents** at **Attachment B** sets out brief information about each document within the scope of your request and the decision made on each document.

Access to documents

12. The documents released to you are attached.

Questions about this decision

13. If you have any questions about this notice or NIAA's FOI process, please contact the NIAA's FOI Coordinator at:

Email: foi@niaa.gov.au

Post: Freedom of Information Coordinator
National Indigenous Australians Agency
GPO Box 2191
Canberra ACT 2601

Yours sincerely



Paula Brewer
Branch Manager
People Branch
7 June 2023