



Dear Andrew,

Via email only: foi+request-10308-b3170bbe@righttoknow.org.au

31 May 2023

Dear Andrew

Acknowledgement of your access application

I am writing to acknowledge receipt of the access application you made under the *Freedom of Information Act 2016 (FOI Act)* dated 16 May 2023.

Your application requested a copy of the regular reports made to the Commission by:

- BAE Systems Australia Limited
- BAE Systems Australia Defence Pty Ltd
- ASC Shipbuilding Pty Limited
- CEA Research and Development Pty Ltd
- Fujitsu Australia Limited
- Leidos Australia Pty Limited
- Gibbs & Cox (Australia) Pty Ltd
- Raytheon Australia Pty Limited
- Seeing Machines Limited
- Systems Planning and Analysis, Australia Pty Ltd

in accordance with the requirements of the exemptions that have been granted to each of these companies under the Discrimination Act 1991.

Clarifying scope

I note that your application does not specify a date range and therefore may generate a large volume of information. To ensure that we can provide you with the information you require in the shortest possible time, could you please clarify a date range for the reports. I note that the ACT Human Rights Commission changed to an electronic Records Management System on 1 July 2020 so any paper-based reports prior to that date may take some time to retrieve from archives.

Please also provide any further details to assist us to understand exactly what information you seek. I note that your request did not include a phone number for us to contact you to discuss the scope of the information you seek. If you can call us on 6205 2222 or provide a phone number within seven days for us to discuss this with you, that would assist. Alternatively, you can respond by email within 7 days.

Timeframes

Your application was received by the ACT Human Rights Commission on Tuesday 16 May 2023. Under the FOI Act as at that date, we have 20 working days from this date to process your access application.

This timeframe means that we would ordinarily need to decide your application by Thursday 15 June (due to two intervening public holidays).

However, the FOI Act provides that as we have made a clarification request in relation to the scope of your application, the period for deciding it is extended by the number of working days you take to respond to this clarification request.

If you do not respond to our request for you to clarify the scope of the application, we will notify you if we need to suspend processing of your application for this reason.

We may also need to consult the third parties who have provided the reports referred to in your application and if we do so, the FOI Act provides that we have another 15 working days to decide the application.

Charges

You will not be charged unless we advise you that charges are payable in relation to your access application, and you choose to proceed.

Disclosure Log

Please note that section 28 of the FOI Act requires publication of access applications and any information subsequently released on the Justice and Community Safety Directorate disclosure log: <https://www.justice.act.gov.au/about-us/disclosure-log>

This means that if you are granted access to the information requested, it will also be made available to everyone online, unless your access application is for personal information, or information about your business, commercial, financial or professional affairs where the publication of the information would be unreasonable in the circumstances.

Further assistance

If you have any questions in relation to your access application, the contact in my office is Rosemary Budavari, who may be reached on 6205 2222 or email at human.rights@act.gov.au.

Yours sincerely



Dr Helen Watchirs OAM
President and Human Rights
Commissioner / FOI Information Officer