



## Decision under Administrative Access

Decision and reason for decision of Ramona (Position Number 62336362), Assistant Director, Information Access Unit, Ministerial, International & Stakeholder Relations Branch, Department of Veterans' Affairs

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**Applicant:** Mr Alan Ashmore

**Decision date:** 25 August 2023

**LEX reference number:** LEX 59219

**Sent by email:** foi+request-10515-8c0c5afb@righttoknow.org.au

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Dear Mr Ashmore,

### **Administrative Access: LEX 59219**

I refer to your request for information under Freedom of Information (FOI) received on 26 July 2023.

On 27 July 2023, the Department acknowledged your request. We also advised that, with your consent, this request could be processed under Administrative Access arrangements.

On 17 August 2023, you advised that you agree to withdraw your FOI request and proceed under Administrative Access. Thank you for your cooperation in this matter.

Your request sought access to:

*'...For the period 1 January 2021 to 30 June 2023 I request the source of each and every labour hire/contractor who has worked in the Information Access Section under the following headings.*

*: Their source, e.g., contractors/seconded law firms name, and*

*: The dates employed by each, i.e., date from, date completed...'*

## Decision

The Department has undertaken a reasonable search of its records and identified three (3) documents relevant to your request. The documents I have chosen to release are set out in **Schedule 1**.

I note that the Department's 'Information Access Unit' was established in February 2022. Therefore documents and information located and released to you are from the date range of 2 February 2022 to 30 June 2023.

## Redactions

I have redacted the following information:

- the surnames, signatures and direct contact details of non-SES Commonwealth employees, contractors and secondees;
- the surnames, signatures and direct contact details of third parties;
- financial details, including proposed expenditure; and
- other information outside the scope of your request.

## How to make a complaint to the Department

If you are dissatisfied with my decision, I encourage you to contact the Information Access Unit to resolve any concerns you may have or to make a complaint about the decision.

If you wish to discuss this decision, please do not hesitate to contact the Information Access Unit using the following details:

**Post:** Information Access Unit  
Department of Veterans' Affairs  
GPO Box 9998, BRISBANE QLD 4001

**Email:** [Information.Access@dva.gov.au](mailto:Information.Access@dva.gov.au)

Yours sincerely,

**Ramona (Position Number 62336362)**

Assistant Director  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Department of Veterans' Affairs

25 August 2023



## Schedule of documents

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Document reference	Date of document	Document description	Page number	Decision	Amendments applied
1	02/08/2023	DOLARS Report - IAU - Contractors and Law Firms - 1 July 2021 to 30 June 2023	1-2	Part Access	Yes
2	31/08/2021	Secondment Tasking Details	1	Part Access	Yes
3	02/08/2023	Report	1	Part Access	Yes