



25 September 2023

Bivin Mathew

By e-mail to: foi+request-10614-5a58c54c@righttoknow.org.au

Dear Mr Mathew,

Freedom of Information Request No.1-2324

1. The purpose of this letter is to provide you a decision regarding access to documents that you requested under the *Freedom of Information Act 1982* (FOI Act).
2. On 26 August 2023, you sought access to the following documents:

I am looking for a job in Australia and I am from India. What are the visa sponsorship procedures for an audio engineer.

Decision And Reasons For Decision

3. I, Tim McLinden, Senior Manager Procurement & Legal, am an officer authorised under subsection 23(1) of the FOI Act to make decisions in relation to FOI requests.
4. Staff of the National Film and Sound Archive of Australia (NFSA) conducted search of NFSA's records management systems for any documents relevant to your request. These searches were unable to identify any correspondence as specified in your request.

Documents Non-existent (Section 24A)

5. I have decided to refuse your request under subsection 24A(1) of the FOI Act (Documents non-existent).
6. Under subsection 24A(1) of the FOI Act, an agency may refuse a request for access to a document if all reasonable steps have been taken to find the document and the agency is satisfied that the document do not exist.
7. There are no further searches which could reasonably be undertaken to locate these documents. I am therefore satisfied that reasonable searches have been conducted and such documents do not exist.
8. I have taken the following material into account in making my decision:
 - a. the FOI Act;

NFSA.GOV.AU

ABN 41 251 017 588

CANBERRA

McCoy Circuit, Acton ACT 2601
GPO Box 2002, Canberra ACT 2601
+61 2 6248 2000

SYDNEY

Level 5, Building B, 33-35 Saunders St,
Pyrmont NSW 2009
PO Box 397, Pyrmont NSW 2009
+61 2 8202 0100

MELBOURNE

Level 4, 120 Southbank Boulevard,
Southbank VIC 3006
GPO Box 4317, Melbourne VIC 3001
+61 3 8638 1500



- b. the guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act.

Your Review Rights

9. If you are dissatisfied with my decision, you may apply for internal review or Information Commissioner review of the decision. We encourage you to seek internal review as a first step as it may provide a more rapid resolution of your concerns.

Internal Review

10. Under section 54 of the FOI Act, you may apply for an internal review of my decision. Your application must be made within 30 days after the date of this letter.
11. An internal review will be conducted by a different officer. No particular form is required to apply for review although it will assist your case to set out in the application the grounds on which you believe that the original decision should be overturned. An application for a review of the decision should be lodged in one of the following ways:

e-mail: foi@nfsa.gov.au

post: FOI Officer, GPO Box 2002, Canberra ACT 2601 (Australia)

12. If you choose to seek an internal review, you will subsequently have a right to apply for Information Commissioner review of the internal review decisions.

Information Commissioner Review

13. Under section 54L of the FOI Act, you may apply to the Australian Information Commissioner to review my decision. An application for review by the Information Commissioner must be made in writing within 60 days after the date of this letter, and be lodged in one of the following ways:

online:

https://forms.business.gov.au/smartforms/servlet/SmartForm.html?formCode=ICR_10

e-mail: foidr@oaic.gov.au

post: GPO Box 5218 Sydney NSW 2001 Australia



14. More information about Information Commissioner review is available at: <https://www.oaic.gov.au/freedom-of-information/your-freedom-of-information-rights/reviews-and-complaints/information-commissioner-review>

FOI Complaints

15. If you are unhappy with the way we have handled your FOI request, please let us know what we could have done better. We may be able to rectify the problem. If you are not satisfied with our response, you can make a complaint to the Australian Information Commissioner. A complaint to the Information Commissioner must be made in writing. Complaints can be lodged in one of the following ways:

online:

https://forms.business.gov.au/smartforms/servlet/SmartForm.html?formCode=ICCA_1

e-mail: foidr@oaic.gov.au

post: GPO Box 5218 Sydney 2001 Australia

16. More information about complaints is available at: <https://www.oaic.gov.au/freedom-of-information/your-freedom-of-information-rights/reviews-and-complaints/make-an-foi-complaint>

17. If you are not sure whether to lodge an Information Commissioner review or an Information Commissioner complaint, more information is available at: <https://www.oaic.gov.au/freedom-of-information/your-freedom-of-information-rights/freedom-of-information-complaints>

Yours sincerely

Tim McLinden
Senior Manager Procurement & Legal

25 September 2023

