

Dear FOI Applicant,

Please note that the standard timeframe for us to process an FOI request is 30 days from the date we receive it, however, following clarification of the timeframe of your request, we are still making enquires with our business areas to search for documents that may fall within the scope of your request.

As such, we seek your agreement to a 30 day extension of the processing period under section 15AA of the *Freedom of Information Act 1982*. Of course, we will continue to process your request and provide our decision as soon as we can.

If you agree to this extension of time, please respond by return email. If you do not agree, we will seek an extension of time from the Office of the Australian Information Commissioner.

Yours faithfully,
FOI Team