



Australian Government



Northern Australia Infrastructure Facility

8 December 2023

Alex Pentland

By email to: foi+request-10870-dfb1e7d9@righttoknow.org.au

Dear Alex Pentland,

RE: Decision on your Freedom of Information Request

I refer to your email to the Northern Australia Infrastructure Facility (NAIF) of 15 November 2023 seeking access under the Freedom of Information Act 1982 (Cth) (FOI Act) to the Style Guides/Brand Guides/Writing Guides currently used for NAIF.

Authority

I am an authorised decision maker under section 23 of the FOI Act, and this letter sets out my decision on your request for access.

Timeframe for processing your request

Your request was received by NAIF on 15 November 2023. The statutory period for processing your request is 30 days. Accordingly, the time frame for processing your request expires on 15 December 2023.

Summary of decision

I have identified 2 documents as relevant to the terms of your request. These are the 'NAIF_Style Guide_V1.pdf' and the 'NAIF Corporate Style Guide.pdf' (Documents). I have decided to give full access to the Documents.

Review rights

You are entitled to seek review of this decision. Attachment A sets out your rights to apply for review if you are dissatisfied with my decision.

Since my decision is to release all relevant documents to you in full, an application for review would be limited to a situation where you consider that I have not identified all the documents in NAIF's possession that are relevant to your request.

Yours sincerely,

Craig Doyle
Chief Executive Officer
Northern Australia Infrastructure Facility

Appendix A

As I am the Chief Executive Officer, and the 'principal officer' of NAIF within the meaning of the FOI Act, it is not possible for you to seek internal review of my decision. If you are dissatisfied with my decision, you may apply to the Information Commissioner for review of the decision.

Information Commissioner review

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 of 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

email: foidr@oaic.gov.au

post: GPO Box 5218, SYDNEY, NSW 2001

fax: 02 9284 9666

See the following link for further information:

<https://www.oaic.gov.au/freedom-of-information/your-freedom-of-information-rights/freedom-of-information-reviews/information-commissioner-review#:~:text=We%20recommend%20you%20write%20to,can%20be%20copied%20or%20tracked>

Complaint rights

If you are dissatisfied about any action taken by NAIF in the performance of functions, or the exercise of powers, under the FOI Act, you may make a complaint by:

- writing to the Information Commissioner in one of the ways provided above; and
- identify NAIF as the agency in respect of which the complaint is made.