



**Australian Government**  
**Department of Immigration and Border Protection**

22 June 2015

**In reply please quote:**

FOI Request : FA 15/06/01148  
File Number: ADF2015/26281

Miss A Greasley  
Sent email to: foi+request-1110-b7e4f0ab@righttoknow.org.au

Dear Miss Greasley

**Acknowledgement of Freedom of Information request**

This letter refers to a request received under the *Freedom of Information Act 1982* (the FOI Act) on 12 June 2015 seeking access to:

*All reports of instances when observation rooms were used at Villawood Immigration Detention Centre during June 2013.*

*I also request any documents attached to these reports.*

Your request has been allocated a FOI Request Number FA 15/06/01148. Please include your FOI Request Number in all correspondence with the Freedom of Information Section.

Thank you for providing an address to which notices can be sent.

**Processing times**

The statutory time allowed under the FOI Act for processing requests is 30 days. Requests are generally processed in the order in which they are received.

**Contacting the FOI Section**

If you wish to discuss this matter, I can be contacted using the details provided below.

**Contacting the department**

You can contact us with a general enquiry in a number of ways including by email, through our website, by telephone through our Contact Centres or offices around the world, or in person. In Australia you can call 13 18 81 between 9 am and 4 pm Monday to Friday. Details on contacting our offices outside Australia are available on our website at [www.immi.gov.au](http://www.immi.gov.au).

Yours sincerely

*P Rebb*

FOI Administration Officer  
Freedom of Information Section  
Department of Immigration and Border Protection  
Email [FOI@immi.gov.au](mailto:FOI@immi.gov.au)

**people** our business

6 Chan Street Belconnen ACT 2617

PO Box 25 BELCONNEN ACT 2616 • Telephone 02 6264 1111 • Facsimile 02 6225 6970 • Website: [www.immi.gov.au](http://www.immi.gov.au)