



11 May 2016

Our reference: LEX 18592

Mr James Smith

By email: foi+request-1825-d8cc7c9f@righttoknow.org.au

Dear Mr Smith

Your Freedom of Information request

I refer to your request dated 15 April 2016 and received by the Department of Human Services (the **department**) on the same day for access under the *Freedom of Information Act 1982* (the **FOI Act**) to the following documents:

- '1. Current social media policy of the department, which covers departmental use and/or private use by employees in an individual capacity.
2. Any guidance material which is available for employees to make informed decisions about their social media use'.

Publicly available information

On 18 April 2016 we acknowledged your request and provided you with direct links to publicly available documents regarding the department's social media policies. The links provided to you included:

- article 133-07000000 – Department of Human Services social media accounts <http://operational.humanservices.gov.au/public/Pages/self-service/133-07000000-05.html>; and
- Department of Human Services social media policies <https://www.humanservices.gov.au/corporate/media/social-media-department>

We have consulted with the Media Management and Executive Communication Branch of the department. This Branch has indicated that all documents within the scope of your request are publicly available on the above listed webpages. On that basis we have treated your FOI request to be finalised and have closed your file.

Further assistance

If you have any questions or require further assistance, please contact us by email FOI.LEGAL.TEAM@humanservices.gov.au.

Yours sincerely

Authorised Decision Maker
Freedom of Information Team
FOI and Litigation Branch | Legal Services Division
Department of Human Services