



Statement of reasons made under the *Freedom of Information Act 1982*

Decision and reason for decision of Frank White, Assistant Director, Information Law,
Legal Services, Assurance & Deregulation

Applicant: Mr James Smith

Decision date: 18 May 2016

FOI reference number: FOI 8636

Dear Mr Smith

Freedom of Information Request: FOI 8636

1. I have made a decision to grant access to the documents falling within the scope of your request in full.

Summary

2. I, Frank White, Information Access Officer, Information Law, Legal Services, Assurance & Deregulation, am an officer authorised by the Secretary of the Department of Veterans' Affairs (the Department) to make decisions about access to documents in the possession of the Department in accordance with section 23(1) of the *Freedom of Information Act 1982* (the FOI Act).
3. On 18 April 2016 you made a request for access to documents in the possession of the Department. Your request sought access to:
 1. *Current social media policy of the department, which covers departmental use and/or private use by employees in an individual capacity.*
 2. *Any current guidance material which is available for employees to make informed decisions about their private social media use.*
4. I have decided not to impose a charge in relation to this request, in accordance with regulation 3(1) of the *Freedom of Information (Charges) Regulations 1982*.
5. The Department has undertaken a reasonable search of its records and has identified two (2) documents that meet the scope of your request, as set out above.

Decision and Reasons for Decision

6. I have made a decision to grant access to the documents that fall within the scope of your request in full.

Material taken into account

7. I have taken the following material into account in making my decision:
 - the content of the documents that fall within the scope of your request;
 - Sections 3, 11 and 11A of the FOI Act which give the Australian community a legally enforceable right to obtain access to information held by the Government of the Commonwealth.
 - the Guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (FOI Guidelines).

Access to documents

8. The documents released to you in accordance with the FOI Act are available via links which accompany this decision.

Information Publication Scheme

9. On 1 May 2011, the Information Publication Scheme commenced. The Department is now required under section 11C of the Act to publish information released in response to individual requests made under the Act, except in specified circumstances. This applies to requests received on or after 1 May 2011 and as such details of your request will be published by the Department on its disclosure log, which can be accessed at:

<http://www.dva.gov.au/about-dva/freedom-information/foi-disclosure-log>

Your rights of review

10. If you are dissatisfied with the searches the Department did to locate documents related to your request, 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

11. Under section 54 of the FOI Act, you may apply in writing to the Department for an internal review of my decision. The internal review application must be made within 30 days of the date of this letter. Where possible please attach reasons why you believe review of the decision is necessary. The internal review will be carried out by another officer within 30 days.
12. You can make your application for internal review in one of the following ways:

Post: Legal Services, Assurance & Deregulation, Department of Veterans' Affairs
GPO Box 9998 CANBERRA ACT 2601
Facsimile: (02) 6289 6316
Email: foi@dva.gov.au

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 of the date of this letter, and be lodged in one of the following ways:

Online: www.oaic.gov.au

Post: Office of the Australian Information Commissioner
GPO Box 5218, Sydney NSW 2001

Facsimile: (02) 9284 9666

Email: enquiries@oaic.gov.au

In person: Level 3, 175 Pitt Street, Sydney NSW.

14. More information about your review rights under the FOI Act is available in Fact Sheet 12 published by the Office of the Australian Information Commissioner: <http://oaic.gov.au/freedom-of-information/foi-resources/freedom-of-information-fact-sheets/foi-factsheet-12-your-review-rights>

Contact us

15. If you have any questions about this decision, please do not hesitate to contact me using the following details:

Post: Legal Services, Assurance & Deregulation, Department of Veterans' Affairs
GPO Box 9998 CANBERRA ACT 2601

Facsimile: (02) 6289 6316

Email: foi@dva.gov.au

Yours sincerely



Frank White
Assistant Director
Information Law
Legal Services, Assurance & Deregulation

18 May 2016