



6 February 2017

Mr Rodney Malone

By email: [foi+request-2996-8d8e6da1@righttoknow.org.au](mailto:foi+request-2996-8d8e6da1@righttoknow.org.au)

**In reply please quote:**

FOI Request: FA 17/02/00156

File Number: ADF2017/18276

Dear Mr Malone

**Acknowledgement of Freedom of Information Access request**

This letter refers to an access request received under the *Freedom of Information Act 1982* (the FOI Act) on 30 January 2017, and our email of Tuesday, 31 January 2017 regarding the scope of your request. The Department has regarded your request as:

*'A document that indicates the retention period of online metadata of users visiting the Department's website, including employers, organisations and visa holders using the vevo website. This includes the ip address as well as device information and mac addresses of the device used to access DIBP services such as downloading forms from your website, usage of vevo services as well as any applications made using the immi account.'*

*A document that indicates the retention period in relation to the above data held on active as well as back up systems and if the information is archived.*

*A document that indicates the retention periods of forms as well as logs/any other evidence relating to the fact the individual/organization has made a freedom of information request in the past.'*

Your request has been allocated FOI request number FA 17/02/00156. Please include your FOI request number in all correspondence with the Freedom of Information (FOI) Section.

**Exclusion of non-SES staff personal details and SES telephone contact details**

The Department's policy is to exclude the personal details of officers not in the Senior Executive Service (SES), as well as the mobile and work telephone numbers of SES staff, contained in documents that fall within scope of an FOI request. If you require names and contact details of non-SES officers, or direct telephone numbers of SES staff, please inform us so the decision maker may consider your request. Otherwise we will take it that you agree to that information being excluded from the scope of your request.

**Contacting the FOI Section**

If you wish to discuss your access request you may contact the FOI Section using the details provided below.

**Contacting the Department**

You can contact us with an enquiry in a number of ways including by email, through our website; by telephone, through our Service 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 submitting a webform, or contacting our offices outside Australia are available on our website at [www.border.gov.au](http://www.border.gov.au).

Yours sincerely

FOI Officer  
Freedom of Information Section  
Information Management Branch | Corporate Services Division  
Corporate Group  
Department of Immigration and Border Protection  
Email: [foi@border.gov.au](mailto:foi@border.gov.au)