



Australian Government  
Department of Employment

Ms Sandra Legro

By email: [foi+request-3048-57335c9b@righttoknow.org.au](mailto:foi+request-3048-57335c9b@righttoknow.org.au)

Dear Ms Legro

1. I refer to your Freedom of Information (FOI) request to the Minister for Employment, dated 14 February 2017, which was transferred to the Department of Employment (**the Department**) on 17 February 2017. In your request you sought responses to certain issues, including access to the following under the *Freedom of Information Act 1982 (Cth)* (FOI Act):

*Documents related to the obligation requirements of single parents, and the Department's expectations of Centerlink's management of these cases.*

2. I note that part of your request included a question about the number of single parents required to attend *jobactive* appointments despite meeting their Mutual Obligation Requirements (MORs) in respect of work hours. The right of access under the FOI Act is to existing documents, rather than to information, and therefore the Department was unable to process this part of your request. Statistical information of this kind may be held by the Department of Human Services and/or the Department of Social Services, and we notified you of these issues in our correspondence of 1 March 2017.
3. Nevertheless, in that correspondence we tried to address your concerns regarding Principal Carer Parents, MORs and engagement with *jobactive* Providers. We requested that you indicate by 3 March 2017 whether or not our correspondence adequately addressed your concerns and you would be willing to withdraw your FOI request in its entirety.
4. As we did not hear from you by that date, the Department continued to process your request in accordance with the FOI Act.
5. I am authorised to make decisions under the FOI Act. My decision regarding your request and the reasons for my decision are set out below.
6. I am advised the Department has in its possession one document (48 pages) that falls within the scope of your request. As mentioned in our correspondence of 1 March 2017, that document is the *Managing and Monitoring Mutual Obligation Requirements and Job Plan Guideline*. This document is publicly available on the Department's website. You can find it via the following link:

<https://docs.employment.gov.au/documents/mutual-obligation-requirements-and-job-plan-guideline>

7. I have enclosed information about your rights of review under the FOI Act at **Attachment A**.

8. Should you have any questions, please do not hesitate to contact me via email at [foi@employment.gov.au](mailto:foi@employment.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Oliver Shepherd', with a large, sweeping flourish extending to the right.

Oliver Shepherd  
Government Lawyer  
Information Law Team  
Information Law, Practice Management and Corporate Advising Branch

15 March 2017

## Attachment A - Your rights of review

### Internal Review

Section 54 of the *Freedom of Information Act 1982* (FOI Act) gives you the right to apply for an internal review of this decision. The review will be conducted by a different person to the person who made the original decision.

If you wish to seek an internal review of the decision you must apply for the review, in writing, within 30 days of receipt of this letter.

No particular form is required for an application for internal review, but to assist the decision-maker you should clearly outline the grounds upon which you consider the decision should be reviewed. Applications for internal review can be lodged in one of the following ways:

Post:           The Information Law Coordinator  
                  Information Law, Practice Management and Corporate Advising Branch  
                  Department of Employment  
                  Location Code: C12MT1-LEGAL  
                  GPO BOX 9880  
                  CANBERRA ACT 2601  
Email:          [foi@employment.gov.au](mailto:foi@employment.gov.au)

### External Review by the Australian Information Commissioner

Section 54L of the *Freedom of Information Act 1982* (FOI Act) gives you the right to apply directly to the Australian Information Commissioner (AIC) to seek a review of this decision.

If you wish to have the decision reviewed by the AIC you must apply for the review, in writing or by using the online merits review form available on the AIC's website at [www.oaic.gov.au](http://www.oaic.gov.au), within 60 days of receipt of this letter. To assist the AIC your application should include a copy of this decision and your contact details. You should also clearly set out why you are objecting to the decision.

You can also complain to the AIC or the Commonwealth Ombudsman about how an agency handled an FOI request, or other actions the agency took under the FOI Act.

We are advised by the AIC that applications for review or complaint must be lodged with the AIC in one of the following ways:

Online:        [www.oaic.gov.au](http://www.oaic.gov.au)  
Post:           GPO Box 5218  
                  Sydney NSW 2001  
Fax:            +61 2 9284 9666  
Email:          [enquiries@oaic.gov.au](mailto:enquiries@oaic.gov.au)  
In person:     Level 3, 175 Pitt Street  
                  SYDNEY NSW 2000

For general enquiries, please call 1300 363 992 or +61 2 9284 9749 for international.