



Office of the Hon Christian Porter MP
Minister for Social Services

Mr Justin Warren

By email: foi+request-3171-42cd2bbe@righttoknow.org.au

Dear Mr Warren

Freedom of Information (FOI) Request

I refer to your correspondence received by the Office of the Minister for Social Services on 27 February 2017, in which you requested access under the Commonwealth *Freedom of Information Act 1982* (FOI Act) to:

- "1. Diary extracts listing the date, time, and duration of any and all meetings held with the Department of Human Services between 1 Jan 2016 and 31 Dec 2016, inclusive.*
- 2. Meeting agendas for any and all meetings held with the Department for Human Services between 1 Jan 2016 and 31 Dec 2016, inclusive.*
- 3. Minutes, and other notes for any and all meetings held with the Department for Human Services between 1 Jan 2016 and 31 Dec 2016, inclusive."*

Your request will be processed in accordance with the FOI Act.

As your request was received on 27 February 2017, the 30-day statutory period for processing your request commenced from that date. Accordingly, the deadline for notifying you of the decision on access is 29 March 2017.

This timeframe may be extended by another 30 days under section 15(6) of the FOI Act if consultation with affected third parties is required. Should third party consultation be required, you will be notified as soon as possible.

Should you have any queries about this matter, please do not hesitate to contact me on (02) 6277 7560. Alternatively, you may send queries via email to paul.moger@dss.gov.au.

I will correspond with you by email in relation to your FOI request.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'P. Moger', with a long horizontal line extending to the right.

Paul Moger
Advisor
Office of the Hon. Christian Porter MP
Minister for Social Services
14/03/2017