



Australian Government
Department of Finance and Deregulation

Reference: FOI 13/10
Contact: FOI team
Telephone: (02) 6215 3267
e-mail: FOI@finance.gov.au

Ms Margo Kingston

foi+request-42-ab598d35@righttoknow.org.au

Dear Ms Kingston

Freedom of Information Request – FOI 13/10

I refer to your emails dated 11 and 13 January 2013 to the Department of Finance and Deregulation (Finance) in which you sought access under the *Freedom of Information Act 1982* (FOI Act) to:

*All correspondence to or from P Slipper between April 2012 – January 2013 concerning travel costs incurred by Slipper AND
All documents in relation to requests to repay travel costs deemed outside entitlement in accordance with what is described as “the Minchin Protocol” (with this request refined to MP documents for the last five years.)*

The statutory period for processing your request commences from the day after Finance received your request. Your request was received by Finance on 11 January 2013.

Publication

The FOI Act requires Commonwealth agencies to publish:

- information in documents to which the agency routinely gives access in response to FOI requests except where that information is exempt under the FOI Act; and
- information in documents released under the FOI Act.

Subject to certain exceptions, any documents provided to you under the FOI Act will be published on Finance’s FOI Disclosure Log (www.finance.gov.au) as soon as possible after they are released to you, usually 1 – 2 working days.

Policy to exclude junior departmental officer contact details

Finance has adopted a policy to generally exclude the names and contact details (telephone number and email address) of junior staff (non-SES officers) from any documents released under FOI. There may be circumstances where a junior officer is considered to be relevant to administrative action and therefore disclosure of their details may be appropriate. This will be considered on a case by case basis.

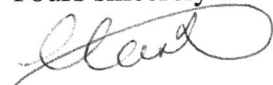
This is consistent with paragraph 14.7 of the OAIC Guidelines in relation to publication of materials on Finance's FOI Disclosure Log.

Finance's preference is to reach agreement with FOI applicants to exclude junior officers' names and direct contact details (telephone and email address) from the scope of the request.

Where there is no objection, the names and contact details of junior officers are redacted under section 22 of the FOI Act, on the basis that these details are irrelevant to the request. If an objection is raised then consideration would be given to the disclosure of names and contact details in light of the relevant provisions of the FOI Act. Consultation with individual junior officers may need to be undertaken in such circumstances.

Please contact the FOI Team on the above contact details if you wish to discuss your request.

Yours sincerely



Laura Clark
Administrative Assistant/Paralegal
Legal Services Branch
23 January 2013