



## Australian Government

### Department of Communications and the Arts

FOI reference number: 03-1819

Mr Scott Long

Via email: [foi+request-4751-b41d8bbe@righttoknow.org.au](mailto:foi+request-4751-b41d8bbe@righttoknow.org.au)

Dear Mr Long

I refer to your request received on 27 August 2018 for access to documents under the *Freedom of Information Act 1982* (FOI Act). You requested the following documents:

*The reporting and verification undertaken by DOCA in relation to the processing of applications entered as members on the 18th June 2018.*

and

*Any document of correspondence from auDA to DOCA advising due notice of the auDA Board meeting held on the 18th June 2018.*

#### Authority to make this decision

I am an officer authorised by the Secretary of the Department of Communications and the Arts (the department) to make decisions about access to documents in the possession of the department in accordance with s 23(1) of the FOI Act.

#### Decision

My decision is made on the basis that all reasonable steps have been taken to find the information requested, and the information sought does not exist.

An email notification of the FOI request was circulated to relevant areas in the department requesting that they conduct a search of their respective areas to identify whether documents relevant to the request exist, and searches of the department's hard copy file index and electronic files were conducted. No relevant documents were identified.

The department has taken all reasonable steps to identify and locate any relevant document within the scope of your FOI request and no document has been located. I am satisfied that no document exists within the scope of your request and have therefore decided to refuse your request under s 24A(1) of the FOI Act on the ground that the requested document does not exist.

I have decided not to impose a charge for processing your request.

## Your rights of review

If you wish to seek an internal review, you must apply to the department within **30 days** after the day you are notified of this decision. An application for internal review must be made in writing by post to the FOI Officer or email to [FOI@communications.gov.au](mailto:FOI@communications.gov.au).

Alternatively, you may apply directly to the Office of the Australian Information Commissioner (OAIC) to review my decision. An application for review by the Information Commissioner must be made in writing within **60 days** after the day you are notified of this decision. You can also make a complaint to the Information Commissioner if you have concerns about how the department handled your request. You can find information about requesting a review, making a complaint, and other information about FOI on the OAIC website [www.oaic.gov.au](http://www.oaic.gov.au) or phone the OAIC on 1300 363 992.

## Contacts

If you wish to discuss this decision, please contact the department's FOI coordinator on (02) 6271 1219 or via email at [FOI@communications.gov.au](mailto:FOI@communications.gov.au)

Yours sincerely



Richard Bullock  
Assistant Secretary, Strategy  
Strategy and Research Division

4 September 2018