



OFFICE OF THE OFFICIAL SECRETARY
TO THE GOVERNOR-GENERAL

Mr Daniel Hinds
Foi+request-493-9517a743@righttoknow.org.au

Dear Mr Hinds

RE: Application under the *Freedom of Information Act 1982* (FOI Act)

I refer to your email of 18 December 2013 in which you make a request under the Commonwealth *Freedom of Information Act 1982* (FOI Act) for:

"a list of all policy documents, guidelines and procedures held by the Office of the Official Secretary to the Governor-General"

Please note that special arrangements apply to the Office of the Official Secretary to the Governor-General. Section 6A of the FOI Act includes that following provision:

1. This Act does not apply to any request for access to a document of the Official Secretary to the Governor-General unless the document relates to matters of an administrative nature.
2. For the purpose of this Act, a document in the possession of a person employed under section 13 of the *Governor-General Act 1974* that is in his or her possession by reason of his or her employment under that section shall be taken to be in the possession of the Official Secretary to the Governor-General.

Further to that, the FOI Act does not apply to documents of the Council for the Order of Australia or the Australian Bravery Decorations Council, both of which were established by Letters Patent.

Our office is currently investigating this matter and will respond to you within 30 days, in accordance with the Act. If you have any questions, please contact me on (02) 6283 3510.

Yours sincerely

A handwritten signature in black ink that reads "Baker".

Karen Baker
a/Deputy Official Secretary to the Governor-General

8 January 2014