

FREEDOM OF INFORMATION ACT 1982 – AUTHORISATION TO OFFICERS OF THE DEPARTMENT

Instrument Number 30 of 2018

Made under the *Freedom of Information Act 1982*, section 10A and subsection 23(1)

1 Name of Instrument

This instrument is Instrument Number 30 of 2018.

2 Commencement

This instrument commences on the day it is made.

3 Revocation

This instrument revokes Instrument Number 5 of 2018, made on 16 April 2018.

4 Authorisation

I, Kathryn Campbell, Secretary of the Department of Social Services, approve the following arrangements pursuant to subsections 10A(1) and 23(1) of the *Freedom of Information Act 1982* (Commonwealth).

I hereby authorise those officers who, from time to time hold, occupy or perform the duties of a position specified in Column 3 of Schedule 1 to make decisions specified in Column 2 of Schedule 1.

I specify that where an applicant requests an internal review of a decision, the review decision is to be made by an officer at the same or higher level than the officer who made the decision under review.



Kathryn Campbell CSC
Secretary
Department of Social Services

Date: 3/ October 2018

SCHEDULE 1

Column 1	Column 2	Column 3
Item No.	Power or function	Position
1.	All functions in respect of the Information Publication Scheme	All positions of Senior Executive Service officers in the Department and Executive Level 2 officers in the Government and Executive Services Branch
2.	All decisions in respect of requests made for access to documents, exemptions to documents, amendment and annotation of personal records, internal reviews, and imposition of charges	All positions of Deputy Secretary All positions of Group Manager Branch Manager, Government and Executive Services Branch All Executive Level 2 and Executive Level 1 officers in the Government and Executive Services Branch
3.	All decisions in respect of requests made for internal review	All positions of Branch Manager

I certify that this is page 1 of 1 of the Schedule to the Instrument of Authorisation Number 30 of 2018 made under the *Freedom of Information Act 1982* signed by the Secretary of the Department of Social Services in my presence on October 2018.

Witness signature:

Witness name: