



Our reference: FOIREQ19/00217

Julie

By email: foi+request-5690-1d3e7840@righttoknow.org.au

Your freedom of information request – FOIREQ19/00217

Dear Julie,

I refer to your request for access to documents made under the *Freedom of Information Act 1982* (Cth) and received by the Office of the Australian Information Commissioner (OAIC) on 2 October 2019.

In your email of 2 October 2019, you sought access to:

The s 17 produced document sought is a full position report for the Office of the Australian Information Commissioner, from your Human Resource Management Information System (HRMIS).

The only fields sought are:

Position Number

Job Title (or equivalent)

Classification/Job Level (or equivalent)

Reports to

Filled/Unfilled (whether the position currently has an occupant, whether on leave or not)

If possible, an additional column that indicates whether the position occupant has been admitted as a legal practitioner by the Supreme Court or equivalent (unless that causes a disparate amount of work)

On 16 October 2019, you sent a further email stating:

With regards to my scope, just to avoid any misunderstanding, when I say:

“The only fields sought are:

* Position Number

* Job Title (or equivalent)

* Classification/Job Level (or equivalent)

* Reports to

* Filled/Unfilled (whether the position currently has an occupant, whether on leave or not)”

I mean those fields, or if your HRMIS system calls them by a slightly different title, those they equate to (or would be identified as being related to). Requiring an exact match on field description to bring them in scope, if the actual field name (if different) can be understood as relating to those descriptions, would be inconsistent with the objects and aims of the Act.

Decision

I am an officer authorised under s 23(1) of the FOI Act to make decisions in relation to FOI requests.

Information stored in electronic form - s 17

Section 17 requires an agency to produce a written document of information that is stored electronically and not in a discrete written form, if it does not appear from the request that the applicant wishes to be provided with a computer tape or disk on which the information is recorded.

I have created one document from the readily available information held by the OAIC as at 9 October 2019, that most closely meets your request. I note the OAIC does not use position numbers.

Please see the following page for information about your review rights and information about the OAIC's disclosure log.

Yours sincerely,

Amanda Nowland
Senior Lawyer

1 November 2019

If you disagree with my decision

Internal review

You have the right to apply for an internal review of my decision under Part VI of the FOI Act. An internal review will be conducted, to the extent possible, by an officer of the OAIC who was not involved in or consulted in the making of my decision. If you wish to apply for an internal review, you must do so in writing within 30 days. There is no application fee for internal review.

If you wish to apply for an internal review, please mark your application for the attention of the FOI Coordinator and state the grounds on which you consider that my decision should be reviewed.

Further Review

You have the right to seek review of this decision by the Information Commissioner and the Administrative Appeals Tribunal (AAT).

You may apply to the Information Commissioner for a review of my decision (IC review). If you wish to apply for IC review, you must do so in writing within 60 days. Your application must provide an address (which can be an email address or fax number) that we can send notices to, and include a copy of this letter. A request for IC review can be made in relation to my decision, or an internal review decision.

It is the Information Commissioner's view that it will usually not be in the interests of the administration of the FOI Act to conduct an IC review of a decision, or an internal review decision, made by the agency that the Information Commissioner heads: the OAIC. For this reason, if you make an application for IC review of my decision, and the Information Commissioner is satisfied that in the interests of administration of the Act it is desirable that my decision be considered by the AAT, the Information Commissioner may decide not to undertake an IC review.

Section 57A of the FOI Act provides that, before you can apply to the AAT for review of an FOI decision, you must first have applied for IC review.

Applications for internal review or IC review can be submitted to:

Office of the Australian Information Commissioner

GPO Box 5218

SYDNEY NSW 2001

Alternatively, you can submit your application by email to foi@oaic.gov.au, or by fax on 02 9284 9666.

Accessing your information

If you would like access to the information that we hold about you, please contact FOIDR@oaic.gov.au. More information is available on the [Access our information](#) page on our website.

Disclosure log

Section 11C of the FOI Act requires agencies to publish online documents released to members of the public within 10 days of release, except if they contain personal or business information that it would be unreasonable to publish.

The document I have decided to release to you does not contain business or personal information that would be unreasonable to publish. As a result, the document will be published on our [disclosure log](#) shortly after being released to you.