



OFFICE OF THE OFFICIAL SECRETARY  
TO THE GOVERNOR-GENERAL

Mr Andrew Laughton  
via email:  
foi+request-59-0738cfc7@righttoknow.org.au

Dear Mr Laughton

**RE: Application under the *Freedom of Information Act 1982***

I acknowledge receipt of your email of 7 February 2013 in which you make a request under the Commonwealth *Freedom of Information Act 1982* (FOI Act). The email you have sent does not identify specific documents that you are seeking. To make a formal request under the FOI Act you must provide enough information about the documents you want to help the agency identify them.

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.

If you wish to proceed you will need to resubmit a formal FOI request identifying the specific documents you are requesting.

Yours sincerely

A handwritten signature in black ink, appearing to read 'K Baker'.

**Karen Baker**  
Director Corporate Services

15 February 2013