



21 November 2019

Our reference: LEX 49179

Ms Julie Middleton

Only by email: [foi+request-5907-7e97d143@righttoknow.org.au](mailto:foi+request-5907-7e97d143@righttoknow.org.au)

Dear Ms Middleton

### **Acknowledgement of your Freedom of Information (FOI) request**

I refer to your request for access to documents under the *Freedom of Information Act 1982* (**FOI Act**). You requested access to:

'I am seeking copies of the Department's policies and procedures in relation to the receipting, monitoring and report on compensation recoveries from 1992 to present.

Under the Social Security Act 1991 (Cth), if an individual has an accident, for which he/she may be able to get compensation and they apply for Centrelink payments, there is an obligation to pursue a compensation claim. Centrelink's MOD C form includes on page 4:

24 I declare that:

- the information I have provided in this form is complete and correct.

I understand that:

- under Section 1166 of the Social Security Act 1991, if the Australian Government Department of Human Services believe I have an entitlement to compensation I will be required to take reasonable action to obtain that compensation.'

### **Timeframe for processing your request**

Your request was received by the Department of Human Services (**department**) on 15 November 2019 and the 30 day statutory period for processing your request commenced from the day after that date. You should therefore expect a decision from us by 16 December 2019. The period of 30 days may be extended if we need to consult third parties or for other reasons. We will advise you if this happens.

## **Charges**

The department will advise you if a charge is payable to process your request and the amount of any such charge as soon as practicable. No charge is payable for providing a person with their own personal information.

## **Your address**

The FOI Act requires that you provide us with an address which we can send notices to. You have advised that your electronic address is [foi+request-5907-7e97d143@righttoknow.org.au](mailto:foi+request-5907-7e97d143@righttoknow.org.au). We will send all notices and correspondence to this address. Please advise us as soon as possible if you wish for correspondence to be sent to another address or if your address changes. If you do not advise us of changes to your address, correspondence and notices will continue to be sent to the address specified above.

## **Administrative release of documents**

The department has administrative access arrangements (**arrangements**) for the release of certain documents without the need for a formal FOI request. Unless you advise us otherwise, in processing your request we may provide you with documents under these arrangements where appropriate. The arrangements do not extend to information or materials of third parties. You will be notified when documents are released to you under the arrangements.

## **Disclosure log**

Please note that information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, however it is subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

## **Exclusion of junior staff details**

The department is working towards ensuring that all staff have a choice about whether they provide their full name, personal logon identifiers and direct contact details in response to public enquiries. Where such details are included in the scope of a request, this may add to processing time and applicable charges as it may be necessary to consider whether the details are exempt under the FOI Act. On this basis, unless you tell us otherwise, we will assume that these details are out of scope of your request and they will be redacted under section 22 of the FOI Act.

## **Further assistance**

If you have any questions please email [FOI.LEGAL.TEAM@humanservices.gov.au](mailto:FOI.LEGAL.TEAM@humanservices.gov.au)

Yours sincerely

FOI Registration Officer  
Freedom of Information Team  
Employment Law and Freedom of Information Branch | Legal Services Division  
Department of Human Services