



Our reference: FOIREQ20/00176:TS

Ms Janae Brown

Sent via email to: foi+request-6718-8e940822@righttoknow.org.au

Dear Ms Brown

Your Freedom of Information request

I refer to your email received on 14 September 2020. I have treated this letter as a request for access to documents held by the Office of the Australian Information Commissioner (OAIC) under section 15 of the *Freedom of Information Act 1982* (the FOI Act).

I understand you are seeking access to:

- A document that contains the position titles of officers who were non-ongoing or receiving high duties at any time in the last month
- The job advertisement or expression of interest used to appoint officers in non-ongoing positions or on higher duties.

Timeframes for dealing with your request

Section 15 of the FOI Act requires that we process your request no later than 30 days after the day on which we received your request.

As we received your request on 14 September 2020, we must process your request by 30 October 2020.

In some circumstances, the FOI Act allows us a further 30 days to process a request, including where we need to consult with third parties about certain information, such as business documents or documents affecting their personal privacy. However, we will let you know if this circumstance arises. Of course, we will endeavour to provide you with our decision as soon as possible.

If you would like to discuss this matter in the meantime you may contact me on 1300 363 992 (local call) or (02) 9284 9744 during business hours, by fax on (02) 9284 9666 or by email at tania.strathearn@oaic.gov.au.

Yours sincerely

Tania Strathearn
Freedom of Information
25 September 2020