

15 June 2021

Karen Reynolds

By email: foi+request-7327-4ad64abf@righttoknow.org.au

Dear Karen Reynolds

Freedom of Information Request: Acknowledgement

Thank you for your request of 1 June 2021, under the *Freedom of Information Act 1982* (FOI Act) for copies of documents held by the National Disability Insurance Agency (NDIA).

Scope of your request

You have requested access to the following documents about the National Disability Insurance Scheme (NDIS):

“...Please provide:

- a) any email, letter, copy of text or other instruction to the member of staff who changed the name on the website*
- b) any email, letter, copy of text or other advice sent or received about the justification for the name change on the website*
- c) any external advice from any parties advising about the name change from Plena to Allied Group.”*

Unless you advise otherwise, we will take it that you agree to the names and contact details of NDIA staff being excluded from the scope of your request (that is, the information will be treated as irrelevant).

Processing timeframes

We received your request on 1 June 2021 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 **1 July 2021**.

The period may be extended if we need to consult with third parties or for other reasons. We will advise you if this happens.

Charges

We may apply a processing charge to your request and will advise you as soon as practicable if a charge is payable.

Disclosure Log

Information released under the FOI Act may be published on the NDIA's disclosure log located on our website, subject to certain exceptions.

If you have any concerns about the publication of information you have requested, please contact us.

Further help

Please contact us at foi@ndis.gov.au if you have any questions or need help.

We will contact you using the email address you provided. Please advise if you would prefer us to use an alternative means of contact.

Yours sincerely

Freedom of Information Officer

Parliamentary, Ministerial & FOI Branch
Government Division