

25 February 2022

Lesley

By email: foi+request-8219-ac6a2dae@righttoknow.org.au

Dear Lesley

Freedom of Information request — Notification of Third Party Consultation

Thank you for your correspondence of 21 December 2021 in which you requested access under the *Freedom of Information Act 1982* (FOI Act) to documents held by the National Disability Insurance Agency (NDA).

As your request includes documents which contain information about the business, commercial or financial affairs of an organisation, or a person's business or professional affairs, we are required to consult with the person or organisation concerned before making a decision on the release of the documents.

For this reason, the timeframe for processing your request has been extended by 30-days, to allow us time to consult with that person or organisation. The processing period for your request will now end on **27 March 2022**.

Consultation - business information

We are required to consult when we believe a person or organisation may wish to contend that the requested documents are exempt, either in full or in part, because their release would disclose trade secrets or commercially valuable information or may adversely affect their business or financial affairs. We will take into account any comments we receive from the person or organisation, but the final decision about whether to grant you access to the documents rests with us.

Consent to disclose your name

Your personal privacy is important to us and we will only disclose your name with your consent.

However, to assist us in conducting the consultation, we seek your consent to disclose your name to the relevant person or organisation. If you do not consent to this, we will not be able to identify you as the applicant of the FOI request. This may affect the responses given by the person or organisation.

Can you please let us know whether you consent to the disclosure of your name by **COB 1 March 2022**.

If we do not hear from you by this time, we will proceed on the basis that you do not consent to us disclosing your name.

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

Yours sincerely

A handwritten signature in black ink, consisting of a stylized 'C' followed by a horizontal line and a vertical stroke.

Carolyn
Assistant Director FOI
Parliamentary, Ministerial & FOI Branch
Government Division