



Australian Government
Department of Immigration and Border Protection

5 January 2015

In reply please quote:

FOI Request : FA 14/12/01325

File Number: ADF2014/46302

Matthew Landauer

Email: foi+request-844-8eb12081@righttoknow.org.au

Dear Mr Landauer

Acknowledgement of Freedom of Information request

This letter refers to a request received under the *Freedom of Information Act 1982* (the FOI Act) received on 29 December 2014 seeking access to:

This is an application for the most recent version of the document that lays out the most recent version of department's policy on dress code for general department staff as it stands on 29 December 2014.

Your request has been allocated a FOI Request Number FA 14/12/01325. Please include your FOI Request Number in all correspondence with the Freedom of Information Section.

Processing times

The statutory time allowed under the FOI Act for processing requests is 30 days. Requests are generally processed in the order in which they are received.

Contacting the FOI Section

If you wish to discuss this matter, I can be contacted using the details provided below.

people our business

6 Chan Street Belconnen ACT 2617

PO Box 25 BELCONNEN ACT 2616 • Telephone 02 6264 1111 • Facsimile 02 6225 6970 • Website: www.immi.gov.au

Contacting the department

You can contact us with a general enquiry in a number of ways including by email, through our website, by telephone through our Contact Centres or offices around the world, or in person. In Australia you can call 13 18 81 between 9 am and 4 pm Monday to Friday. Details on contacting our offices outside Australia are available on our website at www.immi.gov.au.

Yours sincerely



Penelope Robb
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Freedom of Information Section
Parliamentary and Executive Coordination Branch
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