



Australian Government

Australian Public Service Commission

“Raphael”

By email: foi+request-9012-e0f5fa46@righttoknow.org.au

Our reference: <SHC22-28930><LEX186>

Dear “Raphael”

Freedom of Information request

1. I am writing about your Freedom of Information (FOI) request under the Freedom of Information Act 1982 (FOI Act) made on 11 June 2022 for access to documents held by the Australian Public Service Commission (Commission).
2. I note your subsequent correspondence about the scope of your request received 14 June 2022.
3. The FOI Act and all other Commonwealth legislation referred to in this letter are publicly available from www.legislation.gov.au.

Documents relevant to your request

4. You requested access to document in the following terms:

“a) position description document; and

b) classification evaluation document; and

c) vacancy notification document published in the Public Service Gazette;

for the Assistant Commissioner, Enabling Services position that that Marco Spaccavento applied for and came to fill.

The position in question is the "Assistant Commissioner, Workplace Relations". Marco Spaccavento applied for and came to fill that position.”

5. I have one (1) document within scope of your request.

Decision

6. I am authorised under subsection 23(1) of the FOI Act to make FOI decisions.
7. I have located and decided in accordance with the table below in relation to each part of your request:

'position description'	'classification evaluation'	'vacancy notification'
I have decided to grant you full access to Document 1.	I am satisfied that all reasonable steps have been taken to find any document relevant to your request. No documents were found. I have therefore decided to refuse your request for access under section 24A of the FOI Act.	I have decided to grant you full access to Document 1.

Contacts

- If you require clarification on matters in this letter please contact the Commission's FOI Officer by email at foi@apsc.gov.au.

Review rights

- You are entitled to seek review of this decision. Your review rights are set out at **Attachment A**.

Yours sincerely

Charmaine Sims

Charmaine Sims

Authorised FOI decision maker

1 July 2022

Rights of Review

Asking for a full explanation of a Freedom of Information decision

If you are dissatisfied with this decision, you may seek review. Before you seek review of a Freedom of Information (FOI) decision, you may contact us to discuss your request and we will explain the decision to you.

Seeking review of a Freedom of Information decision

If you still believe a decision is incorrect, the *Freedom of Information Act 1982* (the FOI Act) may give you the right to apply for a review of the decision. Under sections 54 and 54L of the FOI Act, you can apply for a review of an FOI decision by seeking:

1. an internal review by an different officer of the Australian Public Service Commission; and/or
2. external review by the Australian Information Commissioner.

There are no fees applied to either review option.

Applying for a review by an Internal Review Officer

If you apply for internal review, a different decision maker to the departmental delegate who made the original decision will carry out the review. The Internal Review Officer will consider all aspects of the original decision and decide whether it should change. An application for internal review must be made in writing within 30 days of receiving this letter to:

Email: foi@apsc.gov.au

Post: The FOI Officer
Australian Public Service Commission
B Block, Treasury Building
GPO Box 3176
Parkes Place West
PARKES ACT 2600

You do not need to fill in a form. However, it is a good idea to set out any relevant submissions you would like the Internal Review Officer to further consider, and your reasons for disagreeing with the decision.

Applying for external review by the Australian Information Commissioner

If you do not agree with the original FOI decision or the internal review decision, you can ask the Australian Information Commissioner to review the decision. You have 60 days to apply in writing for a review by the Office of the Australian Information Commissioner (the OAIC) from the date you received this letter or any subsequent internal review decision.

You can **lodge your application:**

Online: www.oaic.gov.au
Post: Australian Information Commissioner
GPO Box 5218
SYDNEY NSW 2001
Email: enquiries@oaic.gov.au

The OAIC encourage applicants to apply online. Where possible, to assist the OAIC you should include your contact information, a copy of the related FOI decision and provide details of your reasons for objecting to the decision.

Complaints to the Information Commissioner and Commonwealth Ombudsman

Information Commissioner

You may complain to the Information Commissioner concerning action taken by an agency in the exercise of powers or the performance of functions under the FOI Act. There is no fee for making a complaint. A complaint to the Information Commissioner must be made in writing. The Information Commissioner's contact details are:

Telephone: 1300 363 992
Website: www.oaic.gov.au

Commonwealth Ombudsman

You may complain to the Ombudsman concerning action taken by an agency in the exercise of powers or the performance of functions under the FOI Act. There is no fee for making a complaint. A complaint to the Ombudsman may be made in person, by telephone or in writing. The Ombudsman's contact details are:

Phone: 1300 362 072
Website: www.ombudsman.gov.au