



Australian Government
Office of the Australian
Information Commissioner

Reference code: 47E(d)

IC Request Form – Agency extension of time for processing an FOI request

Getting started

About this form

The Office of the Australian Information Commissioner (OAIC) can grant extensions of time to agencies who are processing Freedom of Information requests.

This form can be used by agencies to request an extension of time to process an FOI request or to notify an agreed extension of time.

Please note that if an agency does not provide the Information Commissioner with adequate reasons, the extension of time request may be refused.

Further guidance and advice for agencies about extension of time for processing requests (<https://www.oaic.gov.au/freedom-of-information/guidance-and-advice/extension-of-time-for-processing-requests/>), including the details to be included in a request, is available on our website (<https://www.oaic.gov.au/>).

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- ☒ I am notifying of or requesting an extension of time
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I am submitting this notification or request on behalf of: *

- ☒ Australian Government Agency
- ☐ Minister

Agency details

- ☐ Administrative Appeals Tribunal
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FOI reference number

Please provide your internal FOI reference number for this notification or request: *

s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Given name *

Natalie

Family name *

62214719

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address * (please note the agency FOI email address)

information.access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
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Is the FOI applicant represented *

Yes	No
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Extension details

Please select the type of extension you are seeking *

- ☐ Extension of time notification with the agreement of the applicant (s 15AA)
- ☒ Extension of time to process complex or voluminous requests (s 15AB)
- ☐ Extension where decision not made within time (s 15AC)
- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
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Date you received the FOI request *

Current date the decision is due *

03 Jun 2022

Requested length of extension (*number of days*)

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New decision due date if extension granted *

04 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Please provide your internal reference, and/or the OAIC reference for this notification or request? *

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What was the outcome? Did the applicant raise any concerns? *

s22 was asked to reply by COB 31/05/2022 to date no response has been received

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *
(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

Please also explain the reasons for the request and why an extension would be justified. Requests for longer extensions of time (more than 30 days) will require greater justification.

Please provide a timeline setting out the work already completed in order to process this request. Where an extension of time has previously been granted, describe the work that was undertaken during that extended period. *

The Department received 47E(d) s22 on 4 May 2022 and 47E(d) on 7 May 2022. 47E(d) requests were acknowledged on 6 May 2022 by the Department and search minutes were sent to the areas identified as likely to hold the documents pertaining to s22 request. It was noted by one area that the requested information had been previously provided to the applicant several times. One area has conducted a preliminary review and essentially all documents in 47E(d) pages may be potentially relevant. As an example, 47E(d) [REDACTED] Each of these pages have in some cases dozens of sub-pages (and even more sub-sub pages), which will bring the search required into potentially the tens of thousands of pages. This is without considering other documentation that may be in 47E(d) [REDACTED]. I am still awaiting the return of search minutes as business areas have been identified as possibly holding documents. We will endeavour to have s22 rescope his request awaiting further information from Business Areas

What work is required to finalise the request? *

Determine what has previously been supplied to s22
View the documents, determine what is in scope and what can be released

Why is the request considered complex or voluminous? *

47E(d) [REDACTED]
The requests cover an extremely broad subject

Do other agencies or parties have an interest in the request? *

Not that i am aware of at this point

Please describe the measures that would be taken to ensure a decision is made within the period of the requested extension and to keep the applicant informed of the progress of the request *

Review the documents that we have on hand follow up with the areas that i am still awaiting a reply from and advise s22 via email of the progress as it comes to hand

Please provide a copy of the FOI applicant's original FOI request and any revisions to the scope of the FOI request. *

*Files you attach **must**:*

- *be in *.pdf, *.docx, *.doc, *.txt, *.jpg, *.gif, *.png format*
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FOI Request 3 April (3).pdf

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Title

Given name *

Natalie

Family name *

62214719

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Email	Phone	Post	Other
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information.access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

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an Individual	an Organisation
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Title

Given name *

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Preferred contact method (you must provide at least one contact method) *

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Yes	No
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Yes	No
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Requested length of extension (*number of days*)

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New decision due date if extension granted *

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Did you approach the applicant for an extension of time under s 15AA

Yes

No

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What was the outcome? Did the applicant raise any concerns? *

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Further search minutes have been sent and we await there reply once received the request will be finalised

Why is the request considered complex or voluminous? *

47E(d)

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- ☒ I am notifying of or requesting an extension of time
- ☐ I am requesting a review of an FOI decision
- ☐ I want to complain about the handling of my FOI request

I am submitting this notification or request on behalf of: *

- ☒ Australian Government Agency
- ☐ Minister

Agency details

- ☐ Administrative Appeals Tribunal
- ☐ Attorney-General's Department
- ☐ Australian Broadcasting Corporation
- ☐ Australian Federal Police
- ☐ Australian Prudential Regulation Authority
- ☐ Australian Securities and Investments Commission
- ☐ Australian Taxation Office
- ☐ Australian Transaction Reports and Analysis Centre (AUSTRAC)
- ☐ Comcare
- ☐ Commonwealth Ombudsman
- ☐ Department of Agriculture, Water and the Environment
- ☐ Department of Defence
- ☐ Department of Foreign Affairs and Trade
- ☐ Department of Health
- ☐ Department of Home Affairs
- ☐ Department of Industry, Science, Energy and Resources

- ☐ Department of the Prime Minister and Cabinet
☐ Department of Social Services
☐ Department of the Treasury
☒ Department of Veterans' Affairs
☐ Immigration Assessment Authority
☐ National Disability Insurance Agency
☐ Norfolk Island Regional Council
☐ Services Australia
☐ The Australian National University
☐ Other

FOI reference number

Please provide your internal FOI reference number for this notification or request: *

s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Given name *

Natalie

Family name *

62214719

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address * (please note the agency FOI email address)

information.access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address *

Phone (daytime)

Mobile

Postal address

Other contact details (eg. fax or international address)

Is the FOI applicant represented *

Yes	No
-----	----

Extension details

Please select the type of extension you are seeking *

- ☐ Extension of time notification with the agreement of the applicant (s 15AA)
- ☒ Extension of time to process complex or voluminous requests (s 15AB)
- ☐ Extension where decision not made within time (s 15AC)
- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
-----	----

Date you received the FOI request *

Current date the decision is due *

03 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

04 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Please provide your internal reference, and/or the OAIC reference for this notification or request? *

s 22

What was the outcome? Did the applicant raise any concerns? *

s22 was asked to reply by COB 31/05/2022 to date no response has been received

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *
(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

Please also explain the reasons for the request and why an extension would be justified. Requests for longer extensions of time (more than 30 days) will require greater justification.

Please provide a timeline setting out the work already completed in order to process this request. Where an extension of time has previously been granted, describe the work that was undertaken during that extended period. *

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What work is required to finalise the request? *

Further search minutes have been sent and we await there reply once received the request will be finalised

Why is the request considered complex or voluminous? *

47E(d)
The requests cover an extremely broad subject

Do other agencies or parties have an interest in the request? *

Not that I am aware of at this point

Please describe the measures that would be taken to ensure a decision is made within the period of the requested extension and to keep the applicant informed of the progress of the request *

Review the documents that we have on hand follow up with the areas that i am still awaiting a reply from and advise s22 via email of the progress as it comes to hand

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Files you attach **must**:

- be in *.pdf, *.docx, *.doc, *.txt, *.jpg, *.gif, *.png format
- be no more than five files
- in total be no larger than 20MB.

FOI Request s 47E(d) pdf

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47E(d)



Australian Government
Office of the Australian
Information Commissioner

Reference code: 47E(d)

IC Request Form – Agency extension of time for processing an FOI request

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- ☐ Department of Health
- ☐ Department of Home Affairs
- ☐ Department of Industry, Science, Energy and Resources

- ☐ Department of the Prime Minister and Cabinet
☐ Department of Social Services
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☒ Department of Veterans' Affairs
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☐ Norfolk Island Regional Council
☐ Services Australia
☐ The Australian National University
☐ Other

FOI reference number

Please provide your internal FOI reference number for this notification or request: *

s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Given name *

Natalie

Family name *

62214719

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address * (please note the agency FOI email address)

information.access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method *(you must provide at least one contact method)* *

Email	Phone	Post	Other
-------	-------	------	-------

Email address *

Phone (daytime)

Mobile

Postal address

Other contact details *(eg. fax or international address)*

Is the FOI applicant represented *

Yes	No
-----	----

Extension details

Please select the type of extension you are seeking *

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- ☒ Extension of time to process complex or voluminous requests (s 15AB)
- ☐ Extension where decision not made within time (s 15AC)
- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
-----	----

Date you received the FOI request *

Current date the decision is due *

03 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

04 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Please provide your internal reference, and/or the OAIC reference for this notification or request? *

s 22

What was the outcome? Did the applicant raise any concerns? *

s22 was asked to reply by COB 31/05/2022 to date no response has been received

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *
(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

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Why is the request considered complex or voluminous? *

47E(d)
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Do other agencies or parties have an interest in the request? *

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47E(d)



Australian Government
Office of the Australian
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Reference code: 47E(d)

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Agency details

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- ☐ Services Australia
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Title

Given name *

Natalie

Family name *

62214719

Preferred contact method (you must provide at least one contact method) *

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-------	-------	------	-------

Email address * (please note the agency FOI email address)

s22

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

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Phone (daytime)

Mobile

Postal address

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Yes	No
-----	----

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Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
-----	----

Date you received the FOI request *

Current date the decision is due *

06 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

07 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

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s 22

What was the outcome? Did the applicant raise any concerns? *

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What work is required to finalise the request? *

Further search minutes have been sent and we await there reply once received the request will be finalised

Why is the request considered complex or voluminous? *

47E(d)
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FOI Request 7 May 2022 (2).pdf

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- ☐ Department of Agriculture, Water and the Environment
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- ☐ Department of Foreign Affairs and Trade
- ☐ Department of Health
- ☐ Department of Home Affairs
- ☐ Department of Industry, Science, Energy and Resources

- ☐ Department of the Prime Minister and Cabinet
- ☐ Department of Social Services
- ☐ Department of the Treasury
- ☒ Department of Veterans' Affairs
- ☐ Immigration Assessment Authority
- ☐ National Disability Insurance Agency
- ☐ Norfolk Island Regional Council
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s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Mr

Given name *

Jarrod

Family name *

s47E(d)

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address * (please note the agency FOI email address)

information.access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address *

Phone (daytime)

Mobile

Postal address

Other contact details (eg. fax or international address)

Is the FOI applicant represented *

Yes	No
-----	----

Extension details

Please select the type of extension you are seeking *

- ☐ Extension of time notification with the agreement of the applicant (s 15AA)
- ☒ Extension of time to process complex or voluminous requests (s 15AB)
- ☐ Extension where decision not made within time (s 15AC)
- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
-----	----

Date you received the FOI request *

Current date the decision is due *

01 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

01 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Please provide your internal reference, and/or the OAIC reference for this notification or request? *

s 22

What was the outcome? Did the applicant raise any concerns? *

Client agreed to 15AA

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *
(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Please list these and how they have impacted on the due date for the FOI application *

s47E(d) s47E(d)

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

Please also explain the reasons for the request and why an extension would be justified. Requests for longer extensions of time (more than 30 days) will require greater justification.

Please provide a timeline setting out the work already completed in order to process this request. Where an extension of time has previously been granted, describe the work that was undertaken during that extended period. *

Further to the already listed work completed in Ref: s47E(d) and s47E(d)
 Search minute to business area - 6 May 2022
 EOT requested from business area - 11 May 2022
 Advice provided from business area on searches not able to be as easily obtained as first thought - 16 May
 Update on searches being conducted - 17 May
 Business area sought advice on way forward with request - 19 May
 More complex searches required to access the information in scope - 23 May
 Advice from Business area that information will be forthcoming next week - 27 May
 Email to Business area seeking information - 30 May

What work is required to finalise the request? *

Search minute documents to be returned from business area and reviewed

Why is the request considered complex or voluminous? *

complex due to the information that has been requested and extracting this information from systems.
 Voluminous as current document estimated release is over 2600 pages potentially more.

Do other agencies or parties have an interest in the request? *

Not aware

Please describe the measures that would be taken to ensure a decision is made within the period of the requested extension and to keep the applicant informed of the progress of the request *

Following up with business areas regarding the last bundle of documents needing to be supplied
 Extra resources have been provided to assist in the release of this information to meet requested time frames.

Please provide a copy of the FOI applicant's original FOI request and any revisions to the scope of the FOI request. *

Files you attach **must**:

- be in *.pdf, *.docx, *.doc, *.txt, *.jpg, *.gif, *.png format
- be no more than five files
- in total be no larger than 20MB.

Request for documents under the FOI Act - s22 [REDACTED].pdf

If you have documents to attach to this form, please do so here:

Files you attach **must**:

- be in *.jpg, *.gif, *.png, *.pdf, *.doc, *.docx, *.txt, *.xls, *.xlsx format
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- in total be no larger than 20MB.

Submission

Submitting your request

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A decision on your request will usually be provided within five working days. In certain circumstances the OAIC may need to consult with the FOI applicant or other affected parties. If this is the case, the extension may take longer to process.

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47E(d)





Australian Government
Office of the Australian
Information Commissioner

Reference code: 47E(d)

IC Request Form – Agency extension of time for processing an FOI request

Getting started

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- Refreshing your browser will clear any information that you have not saved. If you need to refresh your browser while completing this form and wish to keep your changes please save the form first.

This request may be subject to the *Freedom of Information Act 1982*.

This request for an extension of time application will be provided to the person who lodged the FOI request.

If you have any questions about making an extension of time request or have trouble completing this form please send an email to foidr@oaic.gov.au (<mailto:foidr@oaic.gov.au?subject=IC%20Request%20Form%20%E2%80%93%20Agency%20extension%20of%20time%20for%20processing%20an%20FOI%20request>) or call our enquiries line on 1300 363 992.

Your personal information

We will handle your personal information in accordance with the Australian Privacy Principles.

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To ensure you are using the correct form, please select one of the following options. *

- ☒ I am notifying of or requesting an extension of time
- ☐ I am requesting a review of an FOI decision
- ☐ I want to complain about the handling of my FOI request

I am submitting this notification or request on behalf of: *

- ☒ Australian Government Agency
- ☐ Minister

Agency details

- ☐ Administrative Appeals Tribunal
- ☐ Attorney-General's Department
- ☐ Australian Broadcasting Corporation
- ☐ Australian Federal Police
- ☐ Australian Prudential Regulation Authority
- ☐ Australian Securities and Investments Commission
- ☐ Australian Taxation Office
- ☐ Australian Transaction Reports and Analysis Centre (AUSTRAC)
- ☐ Comcare
- ☐ Commonwealth Ombudsman
- ☐ Department of Agriculture, Water and the Environment
- ☐ Department of Defence
- ☐ Department of Foreign Affairs and Trade
- ☐ Department of Health
- ☐ Department of Home Affairs
- ☐ Department of Industry, Science, Energy and Resources

- ☐ Department of the Prime Minister and Cabinet
- ☐ Department of Social Services
- ☐ Department of the Treasury
- ☒ Department of Veterans' Affairs
- ☐ Immigration Assessment Authority
- ☐ National Disability Insurance Agency
- ☐ Norfolk Island Regional Council
- ☐ Services Australia
- ☐ The Australian National University
- ☐ Other

FOI reference number

Please provide your internal FOI reference number for this notification or request: *

s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Given name *

Sara

Family name *

Position number 62214764

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address * (please note the agency FOI email address)

Information.Access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address *

Phone (daytime)

Mobile

Postal address

Other contact details (eg. fax or international address)

Is the FOI applicant represented *

Yes	No
-----	----

Extension details

Please select the type of extension you are seeking *

- ☐ Extension of time notification with the agreement of the applicant (s 15AA)
- ☒ Extension of time to process complex or voluminous requests (s 15AB)
- ☐ Extension where decision not made within time (s 15AC)
- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
-----	----

Date you received the FOI request *

Current date the decision is due *

06 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

06 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Please provide your internal reference, and/or the OAIC reference for this notification or request? *

s 22

What was the outcome? Did the applicant raise any concerns? *

The Department approached the applicant on 1 June 2022 for an extension of 30 days. The Department outlined that the extension was being sought on the basis that a large volume of documents had been identified and the extension would assist the Department to process this request. The Department has not received a response to this request.

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *

(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

Please also explain the reasons for the request and why an extension would be justified. Requests for longer extensions of time (more than 30 days) will require greater justification.

Please provide a timeline setting out the work already completed in order to process this request. Where an extension of time has previously been granted, describe the work that was undertaken during that extended period. *

The Department received the request on 7 May 2022 and the request was acknowledged on 12 May 2022. A summary of action taken to date is as follows:

- 18 May 2022: approached the Department's 47E(d) Division for document search and retrieval;
- 31 May 2022: completed search minute received by 47E(d) Division;
- 31 May 2022: further liaison with 47E(d) Division regarding documents;
- 1 June 2022: further retrieval by processing officer;
- 1 June 2022: review of search minute and preliminary review of in scope documents. Extension request sent to applicant seeking additional time to process on the basis of the volume and complexity of the documents in scope. Work underway to review documents in line with relevant statutory provisions and application of redactions, where indicated.

What work is required to finalise the request? *

Further time is required to review the documents in line with statutory provisions and apply redactions to exempt material, in accordance with 47E(d). Additional time is also required to prepare a statement of reasons pursuant to section 26 and to undertake a quality assurance process prior to release.

Why is the request considered complex or voluminous? *

There are over 340 pages of documents in scope for this request and additional time is required to review documents in line with relevant statutory provisions. 47E(d)

Do other agencies or parties have an interest in the request? *

N/A

Please describe the measures that would be taken to ensure a decision is made within the period of the requested extension and to keep the applicant informed of the progress of the request *

The Department is continuing to process this request as expeditiously as possible. If an extension is granted and the Department is in a position to make the release prior to the due date, the Department will endeavour to do so. The Department will also provide status updates to inform the applicant of the progress of this request.

Please provide a copy of the FOI applicant's original FOI request and any revisions to the scope of the FOI request. *

Files you attach **must**:

- be in *.pdf, *.docx, *.doc, *.txt, *.jpg, *.gif, *.png format
- be no more than five files
- in total be no larger than 20MB.

FOI Request - s 22 .pdf

If you have documents to attach to this form, please do so here:

Files you attach **must**:

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s 22 - s22 - s 15AA request.pdf

Submission

Submitting your request

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Please review the information that you have provided in your request. If you would like to change anything, you can return to the relevant section using the Go Back button.

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A decision on your request will usually be provided within five working days. In certain circumstances the OAIC may need to consult with the FOI applicant or other affected parties. If this is the case, the extension may take longer to process.

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47E(d)



Australian Government
Office of the Australian
Information Commissioner

Reference code: 47E(d)

IC Request Form – Agency extension of time for processing an FOI request

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We will handle your personal information in accordance with the Australian Privacy Principles.

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- ☒ I am notifying of or requesting an extension of time
- ☐ I am requesting a review of an FOI decision
- ☐ I want to complain about the handling of my FOI request

I am submitting this notification or request on behalf of: *

- ☒ Australian Government Agency
- ☐ Minister

Agency details

- ☐ Administrative Appeals Tribunal
- ☐ Attorney-General's Department
- ☐ Australian Broadcasting Corporation
- ☐ Australian Federal Police
- ☐ Australian Prudential Regulation Authority
- ☐ Australian Securities and Investments Commission
- ☐ Australian Taxation Office
- ☐ Australian Transaction Reports and Analysis Centre (AUSTRAC)
- ☐ Comcare
- ☐ Commonwealth Ombudsman
- ☐ Department of Agriculture, Water and the Environment
- ☐ Department of Defence
- ☐ Department of Foreign Affairs and Trade
- ☐ Department of Health
- ☐ Department of Home Affairs
- ☐ Department of Industry, Science, Energy and Resources

- ☐ Department of the Prime Minister and Cabinet
- ☐ Department of Social Services
- ☐ Department of the Treasury
- ☒ Department of Veterans' Affairs
- ☐ Immigration Assessment Authority
- ☐ National Disability Insurance Agency
- ☐ Norfolk Island Regional Council
- ☐ Services Australia
- ☐ The Australian National University
- ☐ Other

FOI reference number

Please provide your internal FOI reference number for this notification or request: *

s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Ms

Given name *

Amy

Family name *

Position No. 62232671

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address * (please note the agency FOI email address)

information.access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address *

Phone (daytime)

Mobile

Postal address

Other contact details (eg. fax or international address)

Is the FOI applicant represented *

Yes	No
-----	----

Extension details

Please select the type of extension you are seeking *

- ☐ Extension of time notification with the agreement of the applicant (s 15AA)
- ☒ Extension of time to process complex or voluminous requests (s 15AB)
- ☐ Extension where decision not made within time (s 15AC)
- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
-----	----

Date you received the FOI request *

Current date the decision is due *

09 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

09 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Why did you decide not to approach the applicant for an extension of time under s 15AA *

As request is due today , it would be unlikely that I would receive a response in time to this request.

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *
(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

Please also explain the reasons for the request and why an extension would be justified. Requests for longer extensions of time (more than 30 days) will require greater justification.

Please provide a timeline setting out the work already completed in order to process this request. Where an extension of time has previously been granted, describe the work that was undertaken during that extended period. *

10 May - Request received
 16 May - Request Ack -
 17 May Assigned to IAO
 23 May search Minute sent to business area
 24 May Advised to send to futher business area
 30 May further search minutes sent to business area
 8 June - Search minutes returned
 8 - 9 June review of documents to be released

What work is required to finalise the request? *

Internal consult to business area on documents to be released after redaction's have been applied

Why is the request considered complex or voluminous? *

Seeking advice on the impact of these internal processes documents being release externally (noting there are screen shots of internal systems in these documents)

Do other agencies or parties have an interest in the request? *

No

Please describe the measures that would be taken to ensure a decision is made within the period of the requested extension and to keep the applicant informed of the progress of the request *

consult with the business area and request response asap

Please provide a copy of the FOI applicant's original FOI request and any revisions to the scope of the FOI request. *

*Files you attach **must**:*

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FOI Request.pdf

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47E(d)





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- ☐ Australian Securities and Investments Commission
- ☐ Australian Taxation Office
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- ☐ Comcare
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- ☐ Department of Agriculture, Water and the Environment
- ☐ Department of Defence
- ☐ Department of Foreign Affairs and Trade
- ☐ Department of Health
- ☐ Department of Home Affairs
- ☐ Department of Industry, Science, Energy and Resources

- ☐ Department of the Prime Minister and Cabinet
- ☐ Department of Social Services
- ☐ Department of the Treasury
- ☒ Department of Veterans' Affairs
- ☐ Immigration Assessment Authority
- ☐ National Disability Insurance Agency
- ☐ Norfolk Island Regional Council
- ☐ Services Australia
- ☐ The Australian National University
- ☐ Other

FOI reference number

Please provide your internal FOI reference number for this notification or request: *

s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Mrs

Given name *

Amy

Family name *

Position Number - 62232671

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
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Email address * (please note the agency FOI email address)

information.access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address *

Phone (daytime)

Mobile

Postal address

Other contact details (eg. fax or international address)

Is the FOI applicant represented *

Yes	No
-----	----

Extension details

Please select the type of extension you are seeking *

- ☐ Extension of time notification with the agreement of the applicant (s 15AA)
- ☒ Extension of time to process complex or voluminous requests (s 15AB)
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- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
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Date you received the FOI request *

Current date the decision is due *

20 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

20 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Why did you decide not to approach the applicant for an extension of time under s 15AA *

s22 47E(d) on 24 May 47E(d)

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *
(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

Please also explain the reasons for the request and why an extension would be justified. Requests for longer extensions of time (more than 30 days) will require greater justification.

Please provide a timeline setting out the work already completed in order to process this request. Where an extension of time has previously been granted, describe the work that was undertaken during that extended period. *

24 May - Ack request
 26 May - Assigned to action officer
 30 May - Search minute drafted and sent
 31 May - advice provided for searches to be sent to other business areas
 10 June - Search minutes sent to further business areas
 16 June - 1 search minute provided back
 17 June - follow up on final search minute to be returned

What work is required to finalise the request? *

Awaiting response from one business area
 once received I will need to assess the documents in scope that have been provided

Why is the request considered complex or voluminous? *

multiple business area's have had to provide input into this request

Do other agencies or parties have an interest in the request? *

No

Please describe the measures that would be taken to ensure a decision is made within the period of the requested extension and to keep the applicant informed of the progress of the request *

Case will be prioritised once information as been received from business area

Please provide a copy of the FOI applicant's original FOI request and any revisions to the scope of the FOI request. *

*Files you attach **must**:*

- be in *.pdf, *.docx, *.doc, *.txt, *.jpg, *.gif, *.png format
- be no more than five files
- in total be no larger than 20MB.

FW FOI request [SEC=OFFICIAL].pdf

If you have documents to attach to this form, please do so here:

*Files you attach **must**:*

- be in *.jpg, *.gif, *.png, *.pdf, *.doc, *.docx, *.txt, *.xls, *.xlsx format
- be no more than five files
- in total be no larger than 20MB.

Submission

Submitting your request

You can save this form at any point and return to complete it within 3 days. If you do not submit your saved form within 3 days it will be permanently erased from the secure server.

Please review the information that you have provided in your request. If you would like to change anything, you can return to the relevant section using the Go Back button.

When you are ready to submit your form, click the Submit button below.

Once you submit your form, you will be taken to a confirmation page. This page will provide a receipt number for your submission, and you will be able to download a copy of your completed form or have a copy sent to an email address of your choice.

This request for an extension of time application will be provided to the person who lodged the FOI request.

A decision on your request will usually be provided within five working days. In certain circumstances the OAIC may need to consult with the FOI applicant or other affected parties. If this is the case, the extension may take longer to process.

The OAIC's processing of an EOT application may also take longer than five days if further information is required. It is important that agencies provide a complete application in the first instance. Incomplete EOT applications may result in an extension being denied. Incomplete EOT applications may result in an extension being denied.

47E(d)





Australian Government
Office of the Australian
Information Commissioner

IC Request Form

– Agency

extension of time

for processing an

FOI request

Getting started

About this form

The Office of the Australian Information Commissioner (OAIC) can grant extensions of time to agencies who are processing Freedom of Information requests.

This form can be used by agencies to request an extension of time to process an FOI request or to notify an agreed extension of time.

Please note that if an agency does not provide the Information Commissioner with adequate reasons, the extension of time request may be refused.

Further guidance and advice for agencies about extension of time for processing requests (<https://www.oaic.gov.au/freedom-of-information/guidance-and-advice/extension-of-time-for-processing-requests/>), including the details to be included in a request, is available on our website (<https://www.oaic.gov.au/>).

An agency may apply to vary the extension if an earlier extension granted by the OAIC is insufficient, however the agency must explain what has changed since the initial extension of time request and provide reasons for why a variation to the extension is justified.

You can save this form at any point and return to complete it within 3 days. If you do not submit your saved form within 3 days it will be permanently erased from the secure server.

PLEASE NOTE:

- To save your form, click on the **Save and Close** button at the top of this form.
- Refreshing your browser will clear any information that you have not saved. If you need to refresh your browser while completing this form and wish to keep your changes please save the form first.

This request may be subject to the *Freedom of Information Act 1982*.

This request for an extension of time application will be provided to the person who lodged the FOI request.

If you have any questions about making an extension of time request or have trouble completing this form please send an email to foidr@oaic.gov.au (<mailto:foidr@oaic.gov.au?subject=IC%20Request%20Form%20%E2%80%93%20Agency%20extension%20of%20time%20for%20processing%20an%20FOI%20request>) or call our enquiries line on 1300 363 992.

Your personal information

We will handle your personal information in accordance with the Australian Privacy Principles.

If you have any questions about the personal information we collect and how we will handle your information, please contact the OAIC or see our privacy policy (<http://www.oaic.gov.au/privacy-policy-summary>) available on our website.

Before you start

To ensure you are using the correct form, please select one of the following options. *

- ☒ I am notifying of or requesting an extension of time
- ☐ I am requesting a review of an FOI decision
- ☐ I want to complain about the handling of my FOI request

I am submitting this notification or request on behalf of: *

- ☒ Australian Government Agency
- ☐ Minister

Agency details

- ☐ Administrative Appeals Tribunal
- ☐ Attorney-General's Department
- ☐ Australian Broadcasting Corporation
- ☐ Australian Federal Police
- ☐ Australian Prudential Regulation Authority
- ☐ Australian Securities and Investments Commission
- ☐ Australian Taxation Office
- ☐ Australian Transaction Reports and Analysis Centre (AUSTRAC)
- ☐ Comcare
- ☐ Commonwealth Ombudsman
- ☐ Department of Agriculture, Water and the Environment
- ☐ Department of Defence
- ☐ Department of Foreign Affairs and Trade
- ☐ Department of Health
- ☐ Department of Home Affairs
- ☐ Department of Industry, Science, Energy and Resources

- ☐ Department of the Prime Minister and Cabinet
- ☐ Department of Social Services
- ☐ Department of the Treasury
- ☒ Department of Veterans' Affairs
- ☐ Immigration Assessment Authority
- ☐ National Disability Insurance Agency
- ☐ Norfolk Island Regional Council
- ☐ Services Australia
- ☐ The Australian National University
- ☐ Other

FOI reference number

Please provide your internal FOI reference number for this notification or request: *

s 22

Your details

Please note that we are unable to accept anonymous requests. You must provide an email or postal address so that we can send you notices.

Title

Given name *

Sara

Family name *

PN 62214764

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address * (please note the agency FOI email address)

Information.Access@dva.gov.au

Phone (daytime)

Include area code

Mobile

Postal address

Start typing full address here..

Other contact details (eg. fax or international address)

FOI applicant details

Is the FOI applicant *

an Individual	an Organisation
---------------	-----------------

Title

Given name *

Family name *

Preferred contact method (you must provide at least one contact method) *

Email	Phone	Post	Other
-------	-------	------	-------

Email address *

Phone (daytime)

Mobile

Postal address

Other contact details (eg. fax or international address)

Is the FOI applicant represented *

Yes	No
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Extension details

Please select the type of extension you are seeking *

- ☐ Extension of time notification with the agreement of the applicant (s 15AA)
- ☒ Extension of time to process complex or voluminous requests (s 15AB)
- ☐ Extension where decision not made within time (s 15AC)
- ☐ Extension where internal review decision not made within time (s 54D)
- ☐ Extension where amendment/annotation request not made in time (s 51DA)

Has the statutory time period for processing already run out? If so, an application will need to be made under s 15AC. *

Yes	No
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Date you received the FOI request *

Current date the decision is due *

27 Jun 2022

Requested length of extension (*number of days*)

30

New decision due date if extension granted *

25 Jul 2022

Did you approach the applicant for an extension of time under s 15AA

Yes

No

Please provide your internal reference, and/or the OAIC reference for this notification or request? *

s 22

What was the outcome? Did the applicant raise any concerns? *

The Department contacted the applicant via email on 22 June 2022 to seek an extension but has not received a response.

Has the processing period been extended as a result of other statutory provisions, or are you considering such an extension? *
(For example, through consultation provisions or provisions about charges that impact on the statutory due date)

Yes

No

Has the applicant raised any concerns about delays?

If yes, please attach a copy of the correspondence received from the applicant. (see below for attaching files). *

Yes

No

Please also explain the reasons for the request and why an extension would be justified. Requests for longer extensions of time (more than 30 days) will require greater justification.