



5 January 2023

Our reference: LEX 71196

Only by email: [foi+request-9760-f01317c4@righttoknow.org.au](mailto:foi+request-9760-f01317c4@righttoknow.org.au)

Dear Mr Banner

### **Acknowledgement of your Freedom of Information Request**

I refer to your request for access to documents under the *Freedom of Information Act 1982* (the **FOI Act**), you requested access to:

the Privacy Impact Assessment (PIA) #39159 for the "COVID-19 Immunisation Readiness Project" under the Freedom of Information Act 1982 (Cth).

Your request was received by Services Australia (the Agency) on 22 December 2022, and the 30 day statutory period for processing your request commenced from the day after that date. As you agreed to an extension of time on 22 December 2022, you should expect to receive a decision from us by 6 February 2023.

The Agency will advise you if a charge is payable to process your request and the amount of any such charge as soon as practicable. No charge is payable for providing a person with their own personal information.

### **Your Address**

The FOI Act requires that you provide us with an address which we can send notices to. You have advised your electronic address is [foi+request-9760-f01317c4@righttoknow.org.au](mailto:foi+request-9760-f01317c4@righttoknow.org.au). We will send all notices and correspondence to this address. Please advise us as soon as possible if you wish correspondence to be sent to another address or if your address changes. If you do not advise us of changes to your address, correspondence and notices will continue to be sent to the address specified above.

### **Disclosure Log**

Please note that information released under the FOI Act may be published in a disclosure log on the Agency's website. Section 11C of the FOI Act requires this publication, however it is subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

### **Exclusion of junior staff details**

The agency is working towards ensuring that all staff have a choice about whether they provide their full name, personal logon identifiers and direct contact details in response to public enquiries. Where such details are included in the scope of a request, this may add to processing time and applicable charges as it may be necessary to consider whether the

details are exempt under the FOI Act. On this basis, unless you tell us otherwise, we will assume that these details are out of scope of your request and they will be redacted under section 22 of the FOI Act.

Please note that where such details are included in the scope of a request, this may add to processing time and applicable charges.

**Further assistance**

If you have any questions please email [freedomofinformation@servicesaustralia.gov.au](mailto:freedomofinformation@servicesaustralia.gov.au)

Yours sincerely

Claire Stewart  
Authorised Decision Maker  
Freedom of Information Team  
Information Access Branch | Legal Services Division  
Services Australia