



**Australian Government**  
**Department of Immigration and Border Protection**

17 April 2015

**In reply please quote:**

FOI Request FA 15/03/00226

File Number ADF2015/8465

Ms Cressida Hall  
Right to Know

Sent via email: [foi+request-992-40805915@righttoknow.org.au](mailto:foi+request-992-40805915@righttoknow.org.au)

Dear Ms Hall,

**Freedom of Information request – Decision on request - Access**

This letter refers to an access request received under the *Freedom of Information Act 1982* (the Act) received on 2 March 2015.

You requested access to the following information:

*I hereby request, under the Freedom of Information Act 1982, a copy of the following document: The most recent version of the departmental draft integrity policy as of 2 March 2015.*

**Decision**

I am an officer authorised under section 23 of the FOI Act to make decisions in relation to FOI requests.

My decision is to refuse access under section 24A(1) of the FOI Act. A statement of reasons for my decision is below.

**FREEDOM OF INFORMATION ACT 1982 (FOI Act)**

**SECT 24A Requests may be refused if documents cannot be found, do not exist or have not been received**

*Document lost or non-existent*

- (1) An agency or Minister may refuse a request for access to a document if:
- (a) all reasonable steps have been taken to find the document; and
  - (b) the agency or Minister is satisfied that the document:
    - (i) is in the agency's or Minister's possession but cannot be found; or
    - (ii) does not exist.

**people** our business

*Document not received as required by contract*

*(2) An agency may refuse a request for access to a document if:*

- (a) in order to comply with section 6C, the agency has taken contractual measures to ensure that it receives the document; and*
- (b) the agency has not received the document; and*
- (c) the agency has taken all reasonable steps to receive the document in accordance with those contractual measures.*

Section 24A(1) provides that an agency may refuse a request for access if all reasonable steps have been taken to find the document. I have taken the following actions in an attempt to locate/identify the document that you have requested:

- Contacted the following business area:
  - Integrity and Professional Standards Branch.

The business area has advised that there is no one document regarding the integrity policy, however, many documents have an integrity aspect.

I am satisfied the department has taken all reasonable steps to find the document and I am satisfied that the document does not exist.

As the document does not exist, I am refusing your request for access.

## **Review rights**

### Internal review

If you disagree with my decision, you have the right to apply for an internal review by the department my decision. Any request for internal review must be provided to the Department within 30 days of you being notified of the decision. Where possible please attach reasons why you believe review of the decision is necessary. The internal review will be carried out by an officer other than the original decision-maker and the department must make a review decision within 30 days.

Applications for review should be sent to:

Freedom of Information  
Department of Immigration and Border Protection  
PO Box 25  
BELCONNEN ACT 2617

Or by email to: [foi@immi.gov.au](mailto:foi@immi.gov.au)

### Review by the Office of the Australian Information Commissioner

You may apply directly to the Office of the Australian Information Commissioner (OAIC) for a review of my decision. You must apply in writing within 60 days of this notice. For further information about review rights and how to submit a review request to the OAIC, please see FOI fact sheet 12 'Freedom of information – Your review rights', available online at [www.oaic.gov.au](http://www.oaic.gov.au).

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**How to make a complaint about the handling of this FOI request**

You may complain to the Australian Information Commissioner if you have concerns about how the department has handled your request under the FOI Act. Information about how to submit a complaint is also available at [www.oaic.gov.au](http://www.oaic.gov.au).

**Contacting the FOI Section**

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

Yours sincerely



Shannon Bevan  
Authorised decision maker  
Freedom of Information Section  
Department of Immigration and Border Protection  
Telephone 02 6264 4667  
Email [foi@immi.gov.au](mailto:foi@immi.gov.au)

**Attachments:**

- ✓ Extract from relevant legislation



## Extract of relevant legislation

### 6C Requirement for Commonwealth contracts

- (1) This section applies to an agency if a service is, or is to be, provided under a Commonwealth contract in connection with the performance of the functions or the exercise of the powers of the agency.
- (2) The agency must take contractual measures to ensure that the agency receives a document if:
  - (a) the document is created by, or is in the possession of:
    - (i) a contracted service provider for the Commonwealth contract; or
    - (ii) a subcontractor for the Commonwealth contract; and
  - (b) the document relates to the performance of the Commonwealth contract (and not to the entry into that contract); and
  - (c) the agency receives a request for access to the document.

### 23 Decisions to be made by authorised persons

- (1) Subject to subsection (2), a decision in respect of a request made to an agency may be made, on behalf of the agency, by the responsible Minister or the principal officer of the agency or, subject to the regulations, by an officer of the agency acting within the scope of authority exercisable by him or her in accordance with arrangements approved by the responsible Minister or the principal officer of the agency.
- (2) A decision in respect of a request made to a court, or made to a tribunal, authority or body that is specified in Schedule 1, may be made on behalf of that court, tribunal, authority or body by the principal officer of that court, tribunal, authority or body or, subject to the regulations, by an officer of that court, tribunal, authority or body acting within the scope of authority exercisable by him or her in accordance with arrangements approved by the principal officer of that court, tribunal, authority or body.

### 24A Requests may be refused if documents cannot be found, do not exist or have not been received

#### *Document lost or non-existent*

- (1) An agency or Minister may refuse a request for access to a document if:
  - (a) all reasonable steps have been taken to find the document; and
  - (b) the agency or Minister is satisfied that the document:
    - (i) is in the agency's or Minister's possession but cannot be found; or
    - (ii) does not exist.

#### *Document not received as required by contract*

- (2) An agency may refuse a request for access to a document if:
    - (a) in order to comply with section 6C, the agency has taken contractual measures to ensure that it receives the document; and
    - (b) the agency has not received the document; and
    - (c) the agency has taken all reasonable steps to receive the document in accordance with those contractual measures.
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