



27 November 2017

[Redacted]

In reply please quote:

FOI Request: FA 17/09/00476

File Number: ADF2017/97603

Dear [Redacted]

Freedom of Information (FOI) request - Access Decision

On 10 September 2017, the Department of Immigration and Border Protection (the Department) received a request for access to documents under the *Freedom of Information Act 1982* (the FOI Act).

The purpose of this letter is to provide you with a decision on your request for access under the FOI Act.

1 Scope of request

You have requested access to the following documents:

'Could you please let me have a copy of the duties and localities of the following officer positions in DIBP in August 2014.

• Director, Manus Operation Coordination Section • Assistant Director, Nauru Operations Coordination Section • Operational Support, Manus Operations Coordination Section • Service Delivery Team, Manus Offshore Processing Centre • Service Delivery Lead, Nauru Offshore Processing Centre • Service Delivery - Garrison Support and Welfare Section, Contract and Services Management Branch, Infrastructure and Services Division • Offshore Processing Coordination Section, Offshore Processing Branch, Compliance Operations and Detention Division • Operations Officer, DIBP • DIBP Programme Coordinator, Manus • Operations Lead, Manus Regional Processing Centre • Service Delivery Manager, Manus Regional Processing Centre • Offshore Contracts Section, Contracts and Services Management Branch, Infrastructure and Services Division • First Assistant Secretary, Status Resolution and Detention Operations Division • Executive Assistant to First Assistant Secretary, Status Resolution and Detention Operations Division

If the positions for Nauru and Manus correspond, then either will do, particularly if your work to obtain them can be simplified by making just one enquiry'.

2 Authority to make decision

I am an officer authorised under section 23 of the FOI Act to make decisions in respect of requests to access documents or to amend or annotate records.

3 Relevant material

In reaching my decision I referred to the following:

- the terms of your request;
- the documents relevant to the request;
- the FOI Act;
- Guidelines published by the Office of the Information Commissioner under section 93A of the FOI Act (the FOI Guidelines);
- advice from Departmental officers with responsibility for matters relating to the documents to which you sought access; and
- the Department's guidance material on the FOI Act.

4 Documents in scope of request

The Department has identified 10 documents within the scope of your request totalling 21 pages. These documents were in the possession of the Department on 10 September 2017 when your FOI request was received.

5 Decision

The decision in relation to the documents in the possession of the Department which fall within the scope of your request is as follows:

- Release 10 documents in full

6 Legislation

A copy of the FOI Act is available at <https://www.legislation.gov.au/Details/C2017C00251>. If you are unable to access the legislation through this website, please contact our office for a copy.

7 Your Review Rights

Internal Review

If you disagree with this decision, you have the right to apply for an internal review by the Department of this 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 a 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:

By email to: foi.reviews@border.gov.au

OR

By mail to:
Freedom of Information Section
Department of Immigration and Border Protection
PO Box 25
BELCONNEN ACT 2617

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 this decision. You must apply in writing within 60 days of this notice. For further information about review rights and how to submit a request for a review to the OAIC, please see Fact Sheet 12 "Freedom of information – Your review rights", available online at <http://www.oaic.gov.au/freedom-of-information/foi-reviews>.

8 Making a Complaint

You may complain to the Australian Information Commissioner about action taken by the Department in relation to your request.

Your enquiries to the Australian Information Commissioner can be directed to:

Phone 1300 363 992 (local call charge)

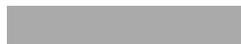
Email enquiries@oaic.gov.au

There is no particular form required to make a complaint to the Australian Information Commissioner. The request should be in writing and should set out the grounds on which it is considered that the action taken in relation to the request should be investigated and identify the Department of Immigration and Border Protection as the relevant agency.

9 Contacting the FOI Section

Should you wish to discuss this decision, please do not hesitate to contact the FOI Section at foi@border.gov.au.

(signed electronically)


Authorised decision maker
Department of Immigration and Border Protection
Email: foi@border.gov.au