

Senate Community Affairs Committee

ANSWERS TO ESTIMATES QUESTIONS ON NOTICE

HEALTH PORTFOLIO

Additional Estimates 2013 - 2014, 26 February 2014

Ref No: SQ14-000332

OUTCOME: 0 - Whole of Portfolio

Topic: Freedom of Information

Type of Question: Written Question on Notice

Senator: Ludwig Joe

Question:

What training does the department provide to designated decision makers under the Freedom of Information Act who work within the department?

- a) Of the officers designated as decision makers within the department, how many have received formal training?
- b) Of the officers designated as decision makers within the department, how many have received informal training?
- c) How long after each officer's appointment as a designated decision maker did they receive formal training?
- d) What did the training involve?
- e) How long was the training?
- f) By whom was the training conducted?

Answer:

The Department of Health provides regular Freedom of Information (FOI) training which is made available to all departmental officers, including authorised decision makers.

- a) This information is not available to the Department.
- b) The Department does not provide "informal training". However for each FOI request guidance and assistance is provided to all decision makers by the FOI team or legal officers as appropriate.
- c) This information is not available.
- d) A typical training session covers the following: an overview of the requirements of the FOI Act including the exemption provisions and appeal rights; internal processing requirements and decision maker responsibilities; and the role of the Australian Information Commissioner.
- e) A standard training session runs for 4 hours.
- f) Senior staff within the department's FOI Unit.