

**Senate Standing Committee on Environment and Communications  
Legislation Committee**  
Answers to questions on notice  
**Environment portfolio**

**Question No:** 173  
**Hearing:** Additional Estimates  
**Outcome:** Corporate  
**Programme:** Policy and Communications Division  
**Topic:** Portfolio wide - Freedom of Information process  
**Hansard Page:** N/A  
**Question Date:** 7 March 2014  
**Question Type:** Written

**Senator Ludwig asked:**

Can the department please outline the process it under goes for access to Freedom of Information requests?

**Answer:**

**Department of the Environment (the Department)**

Please refer to the Department's response to the Supplementary Budget Estimates question 191 in November 2013. This response is unchanged.

**Bureau of Meteorology (the Bureau)**

The Bureau receives and processes requests in accordance with the requirements of the *Freedom of Information Act 1982* and Guidelines issued by the Office of the Australian Information Commissioner (OAIC).

**Clean Energy Regulator**

Information on making a Freedom of Information (FOI) request is published on the Clean Energy Regulator's website at: [www.cleanenergyregulator.gov.au/About-us/Freedom-of-information-FOI/How-to-make-a-FOI-request/Pages/default.aspx](http://www.cleanenergyregulator.gov.au/About-us/Freedom-of-information-FOI/How-to-make-a-FOI-request/Pages/default.aspx).

The website sets out:

- rights of access under the *Freedom of Information Act 1982*;
- how to make an FOI application;
- charges;
- what happens after an application is submitted;
- review rights (internal and external);
- complaints; and
- how to seek more information.

Requests can be made via email to the FOI email address provided on the website or via pre-paid post.

**Climate Change Authority (the Authority)**

The Authority assesses Freedom of Information requests on a case by case basis and in accordance with the requirements outlined in the *Freedom of Information Act 1982*.

**Great Barrier Reef Marine Park Authority (GBRMPA)**

GBRMPA assesses FOI requests in accordance with the provisions of the FOI Act and the FOI guidelines published by the OAIC.

**Murray-Darling Basin Authority**

The process undertaken by the Murray-Darling Basin Authority to access Freedom of Information (FOI) requests is in accordance with the *Freedom of Information Act 1982* (Cth) and the Office of the Australian Information Commissioner's guidelines. The FOI Officer usually accesses requests through a dedicated FOI email address and inbox – [foi@mdba.gov.au](mailto:foi@mdba.gov.au). Requests may also be sent by post or facsimile.

**National Water Commission (the Commission)**

The process for members of the public to access documents from the Commission under the *Freedom of Information Act 1982* (FOI Act) is outlined on the Commission's website at: <http://www.nwc.gov.au/organisation/foi>. In handling FOI Act requests, the Commission follows the advice and protocols provided by the Office of the Australian Information Commissioner (the OAIC) in line with the FOI Act, the Freedom of Information (FOI) guidance material and the Better Practice Guide/FOI Act produced by the Attorney-General's Department.

**Sydney Harbour Federation Trust**

There has been no change to the answer provided to this question through Supplementary Budget Estimates 2013 QON 191.