

**Senate Finance & Public Administration Committee:
Answers to written Questions on Notice Budget Estimates 2012
Parliamentary Departments Portfolio**

Department/Agency: Department of the Senate

Topic: Freedom of Information

Senator: Senator Ryan

Question reference number: 15

Type of Question: Written

Question

- 1. Has the Department/agency received any updated advice on how to respond to FOI requests?**

Answer

The Australian Information Commissioner wrote to the Heads of the Parliamentary departments on 9 May 2012 to advise that he had amended the FOI Guidelines so that they included the Parliamentary departments.

- 2. What is the total cost to the department to process FOI requests for this financial year to date?**

Answer

Not applicable.

- 3. How many FOI requests has the Department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?**

Answer

6 requests have been received.

1 request has been transferred to the Department of Parliamentary Services. Of the remaining 5 requests, in 1 case the department did not have documents to satisfy the request; information has been provided in 3 cases and 1 request is still under consideration.

Responses were sent within the required 30 days in 5 of the 6 cases and the 6th will be handled within the required timeframe. Due to administrative oversight, initial acknowledgements were late in 3 cases.

- 4. How many conclusive certificates have been issued in relation to FOI requests for this financial year to date?**

Answer

Nil