

## QUESTION TAKEN ON NOTICE

### SUPPLEMENTARY BUDGET ESTIMATES HEARING: 19 November 2013

#### IMMIGRATION AND BORDER PROTECTION PORTFOLIO

#### (SE13/0211) PROGRAM – Internal Product

Senator Ludwig (Written) asked:

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 officers 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:*

- a. Priority is placed upon the provision of ongoing training. A high percentage of decision makers whose primary role is FOI have received formal training.
- b. All departmental staff, including those who are authorised decision makers have access to the department's FOI and Privacy eLearning package and are strongly encouraged to complete the training during their induction into the department.
- c. The department aims to provide FOI decision makers formal FOI training as soon as practicable after engagement in the FOI and Privacy Policy Section pending availability of formal training. This is supplemented by informal training, including the department's eLearning package, as well as mentoring.
- d. Training has included an introduction to the FOI Act, training on the exemption provisions of the FOI Act and training on how to write a notice of decision under the FOI Act.
- e. The length of training varies based on the range of topics covered and the facilitator of the training.
- f. The department has engaged the Australian Government Solicitor as well as independent FOI consultants to provide formal training. Many staff have also attended training offered by the Office of the Australian Information Commissioner.