

**Senate Community Affairs Committee**

**ANSWERS TO ESTIMATES QUESTIONS ON NOTICE**

**HEALTH PORTFOLIO**

**Supplementary Budget Estimates 2013-14, 20 November 2013**

**Question: E13-071**

**OUTCOME:** 0 - Whole of Portfolio

**Topic:** Freedom of Information

**Type of Question:** Written Question on Notice

**Senator:** Ludwig

**Question:**

- a) Can the department please outline the process it under goes to access Freedom of Information requests?
- b) Does the department consult or inform the Minister when it receives Freedom of Information requests?
  - i. If so, when?
  - ii. If so, how does this occur?

**Answer:**

- a) The Department of Health processes Freedom of Information (FOI) requests in accordance with the provisions of the *Freedom of Information Act 1982* (FOI Act) including the guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act.
- b) The Department notifies the Minister's office when each new request is received.
  - i. As soon as practicable after receipt of a request.
  - ii. Via email.