

**AUSTRALIAN GOVERNMENT**

**Department of Defence**

***FREEDOM OF INFORMATION ACT 1982***

**INSTRUMENT OF AUTHORITY UNDER SECTION 23(1) OF THE ACT TO  
MAKE DECISIONS UNDER THE ACT**

I, Greg Moriarty, Secretary of the Department of Defence and 'principal officer' for the purpose of the *Freedom of Information Act 1982* (the FOI Act):

- authorise the officers holding or performing the duties of a position referred to in column 2 of the Table in Part A of the Schedule to make decisions under the FOI Act as specified in the corresponding Item in Column 3 of the schedule; and
- approve the arrangements for the administration of the FOI Act contained in Part B of the Schedule.

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Greg Moriarty  
Secretary  
Department of Defence

6 December 2017

## SCHEDULE

### Part A – Table

Item	Position	Decision able to be made
1.	First Assistant Secretary Governance and Reform	All decisions
2.	Assistant Secretary Enterprise Reform	All decisions
3.	Director, Freedom of Information Governance and Reform Division	All decisions
4.	Accredited FOI decision makers	Decisions relating to refusal or grant of access to documents in accordance with a request received under section 15 of the FOI Act; decisions relating to an application for amendment or annotation of personal records under section 48 of the FOI Act; decisions relating to the blocking of procurement from disclosure on AusTender.
5.	All Executive Level 1 officers in Freedom of Information Directorate	Decisions relating to refusal or grant of access to documents in accordance with a request received under section 15 of the FOI Act; decisions relating to an application for amendment or annotation of personal records under section 48 of the FOI Act; decisions relating to charges under section 29 of the FOI Act.

### Part B – Arrangements

#### *Commencement*

1. These arrangements commence on December 2017.

1.1 All previous instruments giving authority to officers of the Department of Defence issued under s 23(1) of the FOI Act are revoked.

#### *Internal review*

2. In this arrangement, *internal review* means a decision made following a request for review made under section 54B of the FOI Act.
3. Only those persons with a delegation to make ‘all decisions’ may make decisions on internal reviews.

#### *Accredited FOI Decision-makers*

4. An ‘*accredited FOI decision maker*’ is a person who has successfully completed the Defence FOI Decision Maker Accreditation Training Program (the Program). A person has successfully completed the Program when they have attended the Program and the Assistant Secretary Enterprise Reform



from the Governance and Reform Division has certified that they have successfully completed the Program, including passing an examination.

5. For the avoidance of doubt, the delegation authorisation of the officers holding or performing the duties of a position referred to in Item 4 of column 2 of the Table in Part A of this Schedule attaches to the individual from the time they are certified by the Assistant Secretary Enterprise Reform from the Governance and Reform Division and not the position that they occupy at the time of accreditation.

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