



**Australian Government**  
**Department of Veterans' Affairs**

# **ELECTRONIC RECORDS**

**NB: These documents have been obtained from an electronic record. An original hard-copy version of this record does not exist.**

**From:** Jenny <foi+request-11236-b7df1711@righttoknow.org.au>  
**Sent:** Saturday, 16 March 2024 4:42 PM  
**To:** FOI  
**Subject:** Freedom of Information request - Ministerial Submission MS22-00569  
**Categories:** FOI

Dear Minister for Veterans' Affairs,

I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.

The names of individuals within that document who are not SES grade are not required.

Attachments are not required.

Telephone and email details are not required.

Yours faithfully,

Jenny

-----

Please use this email address for all replies to this request:

foi+request-11236-b7df1711@righttoknow.org.au

Is [foi@dva.gov.au](mailto:foi@dva.gov.au) the wrong address for Freedom of Information requests to Minister for Veterans' Affairs? If so, please contact us using this form:

[https://www.righttoknow.org.au/change\\_request/new?body=minister\\_for\\_veterans\\_affairs](https://www.righttoknow.org.au/change_request/new?body=minister_for_veterans_affairs)

This request has been made by an individual using Right to Know. This message and any reply that you make will be published on the internet. More information on how Right to Know works can be found at:

<https://www.righttoknow.org.au/help/officers>

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

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**From:** INFORMATION.ACCESS  
**Sent:** Tuesday, 19 March 2024 3:31 PM  
**To:** 'foi+request-11236-b7df1711@righttoknow.org.au'  
**Subject:** LEX 66204 - Information Access Request – Jenny [SEC=OFFICIAL]

Dear Jenny ,

The Department of Veterans' Affairs (the department) has received your request for access to information under the *Freedom of Information Act 1982* (FOI Act). I note you have requested access to the following:

***"I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.***

***The names of individuals within that document who are not SES grade are not required.***

***Attachments are not required.***

***Telephone and email details are not required."***

Your request was received by the department on 16 March 2024 and the ordinary 30 day statutory period for processing your request commenced from the day after that date.

If we are in a position to make a decision on your request earlier than this date, we will endeavour to do so.

The statutory period may also be extended if we need to consult third parties or for other reasons permitted under the FOI Act. We will advise you if this happens.

### **Charges**

If the Department considers that a charge will apply to your request, you will be notified within 14 days of an estimate of the charges that will apply to your request for non-personal information before we process any requested documents or impose a final charge.

### **Your address**

The FOI Act requires that you provide us with an address that we can send notices to. You have advised your contact address is [foi+request-11236-b7df1711@righttoknow.org.au](mailto:foi+request-11236-b7df1711@righttoknow.org.au) . Unless you tell us otherwise, we will send all notices and correspondence to this address.

### **Disclosure log**

Information released under the FOI Act may be published on a disclosure log on our website, subject to certain exceptions. These exceptions include where publication of personal, business, professional or commercial information would be unreasonable.

### **Further assistance**

If you have any questions about your request, please email [Information.Access@dva.gov.au](mailto:Information.Access@dva.gov.au)

Kind Regards

*Arthur* Information Access Registrations Officer  
Position Number – 62341836  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Ministerial, Communication & Engagement Division  
Department of Veterans' Affairs  
1800 VETERAN (1800 838 372)  
[Information.Access@dva.gov.au](mailto:Information.Access@dva.gov.au)  
[www.dva.gov.au](http://www.dva.gov.au)



**From:** s 47E  
**Sent:** Wednesday, 3 April 2024 10:13 AM  
**To:** s 47E  
**Cc:** Kalleske, Mark; s 47F Kristine  
**Subject:** LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Dear colleagues,

The department has received a new information access request from Jenny under the *Freedom of Information Act 1982* (FOI Act). The request was received on 16 March 2024 and was made in the following terms:

*"I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.  
The names of individuals within that document who are not SES grade are not required.  
Attachments are not required.  
Telephone and email details are not required."*

Can we please request to which business area should we send the SM request ?

If you have any queries or concerns then please do not hesitate to contact Joshua s 47F or myself.

Thank you & kind Regards,

**Padma | Information Access Officer**  
**Position no 62349551**  
**Information Access Unit**  
**Ministerial, International & Stakeholder Relations Branch**  
**Ministerial, Communication & Engagement Division**  
**Department of Veterans' Affairs**

[www.dva.gov.au](http://www.dva.gov.au)



**From:** s 47E  
**Sent:** Wednesday, 3 April 2024 11:25 AM  
**To:** s 47E s 47E  
**Cc:** Kalleske, Mark; s 47F Kristine  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Hi Padma,

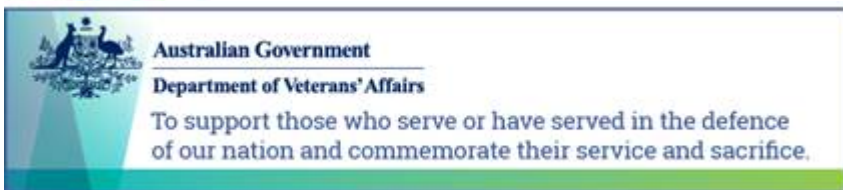
I have had a look at this request and it appears that there may be a digit missing in the MS (MS22-00569) therefore there is no information to provide. You may need to go back to JENNY and ask her to resubmit her request.

Kind Regards

**Maria s 47F** | Senior Ministerial Correspondence Officer  
Ministerial Correspondence Unit | Ministerial, International & Stakeholder Relations  
Department of Veterans' Affairs

Tel s 47F Ext: s 47F  
s 47F

[www.dva.gov.au](http://www.dva.gov.au)



---

**From:** s 47F Padmaja **On Behalf Of** s 47E  
**Sent:** Wednesday, 3 April 2024 10:13 AM  
**To:** s 47E  
**Cc:** Kalleske, Mark ; s 47F Kristine  
**Subject:** LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Dear colleagues,

The department has received a new information access request from Jenny under the *Freedom of Information Act 1982* (FOI Act). The request was received on 16 March 2024 and was made in the following terms:

*"I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.  
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Thank you & kind Regards,

**Padma | Information Access Officer**

**Position no 62349551**

**Information Access Unit**

**Ministerial, International & Stakeholder Relations Branch**

**Ministerial, Communication & Engagement Division**

**Department of Veterans' Affairs**

[www.dva.gov.au](http://www.dva.gov.au)





**From:** INFORMATION.ACCESS  
**Sent:** Tuesday, 9 April 2024 10:57 AM  
**To:** 'Jenny'  
**Subject:** RE: Freedom of Information request - Ministerial Submission MS22-00569  
[SEC=OFFICIAL]

Dear Jenny,

I refer to your request below.

The Ministerial Correspondence Unit confirmed that there is one digit missing in the MS (Ministerial Submission) reference number that you provided in your request?

Can you please advise us again the correct MS reference number.

**Agreement to amend the Freedom of Information request to be processed under the administrative access arrangements**

Can you respond to this email giving the Department written approval, acknowledging your agreement for the department to process your request administratively and withdrawing your request under the FOI Act, by replying this email and stating 'you agree'. If you do not agree, the Department will continue on processing this request under the FOI Act.

We appreciate if you can provide us a response by **COB Thursday 11 April 2024**.

Kind regards,  
Frankie | A/g Senior Information Access Officer  
Position 62373489  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Ministerial, Communication & Engagement Division  
Department of Veterans' Affairs  
Information.Access@dva.gov.au  
www.dva.gov.au

-----Original Message-----

**From:** Jenny <foi+request-11236-b7df1711@righttoknow.org.au>  
**Sent:** Saturday, 16 March 2024 4:42 PM  
**To:** FOI <FOI@dva.gov.au>  
**Subject:** Freedom of Information request - Ministerial Submission MS22-00569

Dear Minister for Veterans' Affairs,

I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.

The names of individuals within that document who are not SES grade are not required.

Attachments are not required.

Telephone and email details are not required.

Yours faithfully,

Jenny

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[foi+request-11236-b7df1711@righttoknow.org.au](mailto:foi+request-11236-b7df1711@righttoknow.org.au)

Is [foi@dva.gov.au](mailto:foi@dva.gov.au) the wrong address for Freedom of Information requests to Minister for Veterans' Affairs? If so, please contact us using this form:

[https://www.righttoknow.org.au/change\\_request/new?body=minister\\_for\\_veterans\\_affairs](https://www.righttoknow.org.au/change_request/new?body=minister_for_veterans_affairs)

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-----

**From:** Jenny <foi+request-11236-b7df1711@righttoknow.org.au>  
**Sent:** Tuesday, 9 April 2024 12:59 PM  
**To:** INFORMATION.ACCESS  
**Subject:** RE: Freedom of Information request - Ministerial Submission MS22-00569  
[SEC=OFFICIAL]

Dear INFORMATION.ACCESS,

Apologies. A zero was left off. The full reference number for that document was MS22-000596.

Yours sincerely,

Jenny

-----Original Message-----

Dear Jenny,

I refer to your request below.

The Ministerial Correspondence Unit confirmed that there is one digit missing in the MS (Ministerial Submission) reference number that you provided in your request?

Can you please advise us again the correct MS reference number.

Agreement to amend the Freedom of Information request to be processed under the administrative access arrangements

Can you respond to this email giving the Department written approval, acknowledging your agreement for the department to process your request administratively and withdrawing your request under the FOI Act, by replying this email and stating 'you agree'. If you do not agree, the Department will continue on processing this request under the FOI Act.

We appreciate if you can provide us a response by COB Thursday 11 April 2024.

Kind regards,

Frankie | A/g Senior Information Access Officer

Position 62373489

Information Access Unit

Ministerial, International & Stakeholder Relations Branch

Ministerial, Communication & Engagement Division

Department of Veterans' Affairs

[email address]

[www.dva.gov.au](http://www.dva.gov.au)

---

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If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

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**From:** s 47F Frankie s 47F on behalf of s 47E  
**Sent:** Tuesday, 9 April 2024 1:38 PM  
**To:** s 47E  
**Cc:** Kalleske, Mark; s 47F Kristine  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Good afternoon Maria,

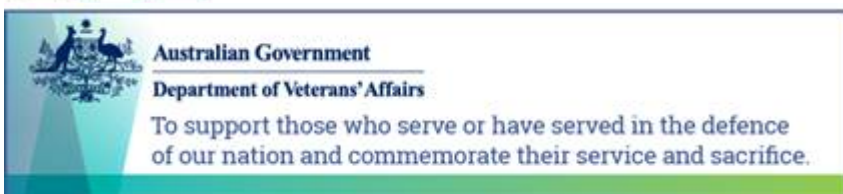
The applicant confirmed with us that the correct MS reference is MS22-000596.

Can you please advise us a rough estimate when this search will be completed as the request decision is due in 6 days.

I am attempting to get extension of time from this applicant today however she is a frequent applicant so it could be difficult to seek an extension from her.

Kind regards,

**Frankie** | A/g Senior Information Access Officer  
Position 62373489  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Ministerial, Communication & Engagement Division  
Department of Veterans' Affairs  
[Information.Access@dva.gov.au](mailto:Information.Access@dva.gov.au)  
[www.dva.gov.au](http://www.dva.gov.au)



---

**From:** s 47E  
**Sent:** Wednesday, 3 April 2024 11:25 AM  
**To:** s 47E ; s 47E  
**Cc:** Kalleske, Mark ; s 47F Kristine  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Hi Padma,

I have had a look at this request and it appears that there may be a digit missing in the MS (MS22-00569) therefore there is no information to provide. You may need to go back to JENNY and ask her to resubmit her request.

Kind Regards

**Maria** s 47F | Senior Ministerial Correspondence Officer  
Ministerial Correspondence Unit | Ministerial, International & Stakeholder Relations  
Department of Veterans' Affairs



Tel s 47F      Ext: s 47F  
s 47F

[www.dva.gov.au](http://www.dva.gov.au)



---

**From:** s 47F      Padmaja s 47F      **On Behalf Of** s 47E  
**Sent:** Wednesday, 3 April 2024 10:13 AM  
**To:** s 47E <s 47E [dva.gov.au](http://dva.gov.au)>  
**Cc:** Kalleske, Mark <[Mark.Kalleske@dva.gov.au](mailto:Mark.Kalleske@dva.gov.au)>; s 47F      Kristine s 47F  
**Subject:** LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Dear colleagues,

The department has received a new information access request from Jenny under the *Freedom of Information Act 1982* (FOI Act). The request was received on 16 March 2024 and was made in the following terms:

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If you have any queries or concerns then please do not hesitate to contact Joshua s 47F or myself.

Thank you & kind Regards,

**Padma | Information Access Officer**  
**Position no 62349551**  
**Information Access Unit**  
**Ministerial, International & Stakeholder Relations Branch**  
**Ministerial, Communication & Engagement Division**  
**Department of Veterans' Affairs**

[www.dva.gov.au](http://www.dva.gov.au)



**From:** INFORMATION.ACCESS  
**Sent:** Tuesday, 9 April 2024 1:46 PM  
**To:** 'Jenny'  
**Subject:** RE: Freedom of Information request - Ministerial Submission MS22-00569 [SEC=OFFICIAL]

Dear Jenny,

Thank you for the information.

I have just provided the correct MS reference details to the Ministerial Correspondence Unit. As the line area only commences the search just now and the FOI decision will be due in six days, are you in the position to agree for **an extension of time under s 15AA of the FOI Act?**

You can provide up to 30 days of extension to the Department.

Please provide us a response by **COB 11 April 2024**.

Thank you for your assistance.

Kind regards,  
Frankie | A/g Senior Information Access Officer  
Position 62373489  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Ministerial, Communication & Engagement Division  
Department of Veterans' Affairs  
Information.Access@dva.gov.au  
www.dva.gov.au

-----Original Message-----

From: Jenny <foi+request-11236-b7df1711@righttoknow.org.au>  
Sent: Tuesday, 9 April 2024 12:59 PM  
To: INFORMATION.ACCESS <INFORMATION.ACCESS@dva.gov.au>  
Subject: RE: Freedom of Information request - Ministerial Submission MS22-00569 [SEC=OFFICIAL]

Dear INFORMATION.ACCESS,

Apologies. A zero was left off. The full reference number for that document was MS22-000596.

Yours sincerely,

Jenny

-----Original Message-----

Dear Jenny,

I refer to your request below.

The Ministerial Correspondence Unit confirmed that there is one digit missing in the MS (Ministerial Submission) reference number that you provided in your request?

Can you please advise us again the correct MS reference number.

Agreement to amend the Freedom of Information request to be processed under the administrative access arrangements

Can you respond to this email giving the Department written approval,

acknowledging your agreement for the department to process your request administratively and withdrawing your request under the FOI Act, by replying this email and stating 'you agree'. If you do not agree, the Department will continue on processing this request under the FOI Act.

We appreciate if you can provide us a response by COB Thursday 11 April 2024.

Kind regards,

Frankie | A/g Senior Information Access Officer

Position 62373489

Information Access Unit

Ministerial, International & Stakeholder Relations Branch

Ministerial, Communication & Engagement Division

Department of Veterans' Affairs

[email address]

---

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---

s 22 - Out of scope

**From:** s 47F Kristine  
**Sent:** Tuesday, 9 April 2024 2:03 PM  
**To:** s 47E s 47E  
**Cc:** Kalleske, Mark  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Hi Josh

Firstly, apologies for not responding to your Teams messages! I have no excuse, I'm just disorganised.

Secondly, have searched and there is no record in PDMS with that reference. Grateful for your advice on next steps?

← → ↻ dva.pws.gov.au/\_layouts/PDMSUI/

DVA Intranet DVA Enterprise Agr... DVA Org Structure ESS PDR Guide NCF PDMS+ - Dashboard FORTRI

Australian Government  
Department of Veterans' Affairs

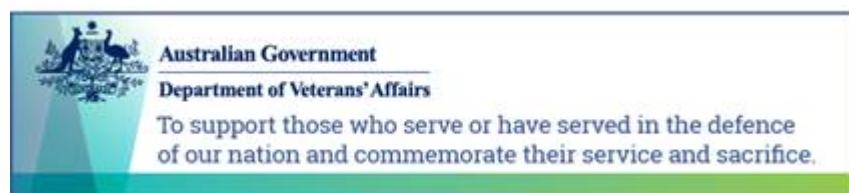
PDMS+ OFFICIAL Simple Search

Search Results  
ast Search Result  Unsecured - Include all PDRs  Include History

Your search returned no results. Please modify your search

Tiki s 47F | A/g Director  
(she/her)

Ministerial and Parliamentary Support | Ministerial, International and Stakeholder Relations Branch  
Ministerial, Engagement and Communication Division | Veteran, Family & Stakeholder Experience Group  
Tel s 47F Ext s 47F Mobile s 47F



**From:** s 47F Frankie s 47F On Behalf Of s 47E  
**Sent:** Tuesday, 9 April 2024 1:38 PM  
**To:** s 47E  
**Cc:** Kalleske, Mark ; s 47F Kristine  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Good afternoon Maria,

The applicant confirmed with us that the correct MS reference is MS22-000596.

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I am attempting to get extension of time from this applicant today however she is a frequent applicant so it could be difficult to seek an extension from her.

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Position 62373489  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Ministerial, Communication & Engagement Division  
Department of Veterans' Affairs  
[Information.Access@dva.gov.au](mailto:Information.Access@dva.gov.au)  
[www.dva.gov.au](http://www.dva.gov.au)



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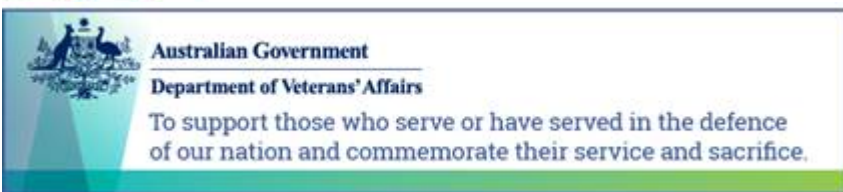
**From:** s 47E <s 47E [dva.gov.au](http://dva.gov.au)>  
**Sent:** Wednesday, 3 April 2024 11:25 AM  
**To:** s 47E <s 47E [dva.gov.au](http://dva.gov.au)>; s 47E <s 47E [dva.gov.au](http://dva.gov.au)>  
**Cc:** Kalleske, Mark <[Mark.Kalleske@dva.gov.au](mailto:Mark.Kalleske@dva.gov.au)>; s 47F Kristine s 47F  
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Kind Regards

**Maria** s 47F | Senior Ministerial Correspondence Officer  
Ministerial Correspondence Unit | Ministerial, International & Stakeholder Relations  
Department of Veterans' Affairs  
Tel s 47F Ext: s 47F  
s 47F  
[www.dva.gov.au](http://www.dva.gov.au)



---

**From:** s 47F Padmaja s 47F **On Behalf Of** s 47E  
**Sent:** Wednesday, 3 April 2024 10:13 AM  
**To:** s 47E <s 47E [dva.gov.au](http://dva.gov.au)>

Cc: Kalleske, Mark <[Mark.Kalleske@dva.gov.au](mailto:Mark.Kalleske@dva.gov.au)>; s 47F Kristine s 47F  
Subject: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

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**Padma | Information Access Officer**  
**Position no 62349551**  
**Information Access Unit**  
**Ministerial, International & Stakeholder Relations Branch**  
**Ministerial, Communication & Engagement Division**  
**Department of Veterans' Affairs**

[www.dva.gov.au](http://www.dva.gov.au)





**From:** Jenny <foi+request-11236-b7df1711@righttoknow.org.au>  
**Sent:** Tuesday, 9 April 2024 3:02 PM  
**To:** INFORMATION.ACCESS  
**Subject:** RE: Freedom of Information request - Ministerial Submission MS22-00569  
[SEC=OFFICIAL]

Dear INFORMATION.ACCESS,

The “search” is for \*one\* document that due to the MS reference number given, can be pulled up in PDMS in seconds. That doesn’t require additional time.

As DVA has seven open deemed refusal decisions it has still yet to provide decisions for to me (some nearly five months old) that would be inappropriate.

Yours sincerely,

Jenny

-----Original Message-----

Dear Jenny,

Thank you for the information.

I have just provided the correct MS reference details to the Ministerial Correspondence Unit. As the line area only commences the search just now

and the FOI decision will be due in six days, are you in the position to agree for an extension of time under s 15AA of the FOI Act?

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Thank you for your assistance.

Kind regards,

Frankie | A/g Senior Information Access Officer

Position 62373489

Information Access Unit

Ministerial, International & Stakeholder Relations Branch

Ministerial, Communication & Engagement Division

Department of Veterans' Affairs

[email address]

[www.dva.gov.au](http://www.dva.gov.au)

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If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

-----

**From:** Jenny <foi+request-11236-b7df1711@righttoknow.org.au>  
**Sent:** Tuesday, 9 April 2024 3:05 PM  
**To:** INFORMATION.ACCESS  
**Subject:** RE: Freedom of Information request - Ministerial Submission MS22-00569  
[SEC=OFFICIAL]

Dear INFORMATION.ACCESS,

My FOI request was for MS22-00569.

As stated, I left a zero off. So MS22-000569.

Yours sincerely,

Jenny

-----Original Message-----

Dear Jenny,

I am checking the MS reference number with you again.

Please be advised that is no search result for MS22- 000596, meaning that the reference you provided in your previous email is incorrect.

However there is a search result for MS22-000569.

Please confirm that the correct reference number is MS22-000569.

Kind regards,

Frankie | A/g Senior Information Access Officer

Position 62373489

Information Access Unit

Ministerial, International & Stakeholder Relations Branch

Ministerial, Communication & Engagement Division

Department of Veterans' Affairs

[email address]

-----  
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-----

s 22 - Out of scope

**From:** Kalleske, Mark  
**Sent:** Tuesday, 9 April 2024 3:48 PM  
**To:** s 47F Kristine; s 47E s 47E  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

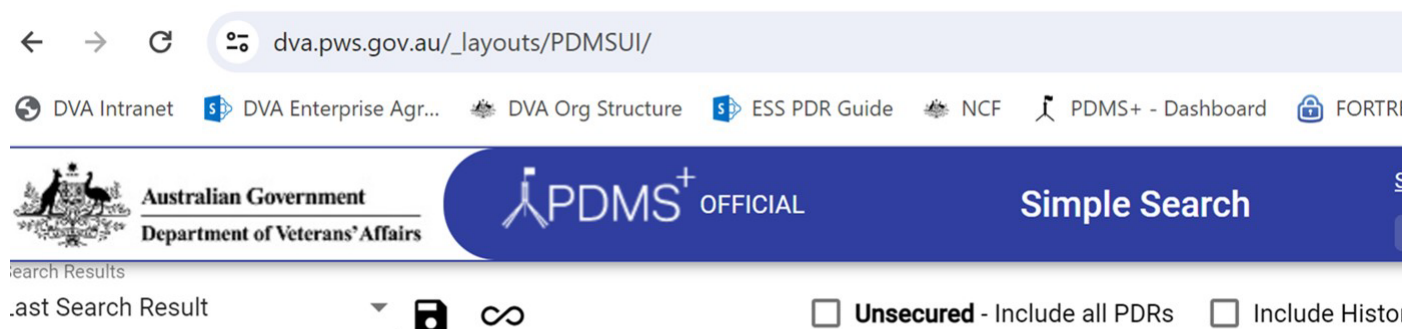
MS22-000569 possibly

**From:** s 47F Kristine  
**Sent:** Tuesday, 9 April 2024 2:03 PM  
**To:** s 47E ; s 47E  
**Cc:** Kalleske, Mark  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Hi Josh

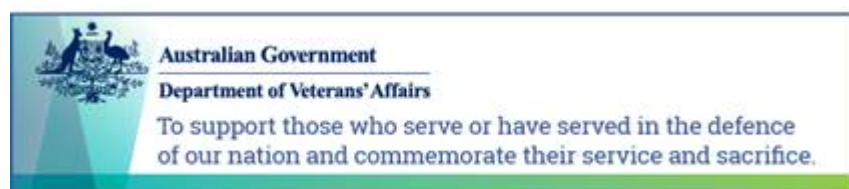
Firstly, apologies for not responding to your Teams messages! I have no excuse, I'm just disorganised.

Secondly, have searched and there is no record in PDMS with that reference. Grateful for your advice on next steps?



Your search returned no results. Please modify your search

Tiki s 47F | A/g Director  
(she/her)  
Ministerial and Parliamentary Support | Ministerial, International and Stakeholder Relations Branch  
Ministerial, Engagement and Communication Division | Veteran, Family & Stakeholder Experience Group  
Tel s 47F Ext s 47F Mobile s 47F



**From:** s 47F Frankie s 47F s 47F **On Behalf Of** s 47E  
**Sent:** Tuesday, 9 April 2024 1:38 PM  
**To:** s 47E <s 47E dva.gov.au>  
**Cc:** Kalleske, Mark <Mark.Kalleske@dva.gov.au>; s 47F Kristine s 47F  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]



Good afternoon Maria,

The applicant confirmed with us that the correct MS reference is MS22-000596.

Can you please advise us a rough estimate when this search will be completed as the request decision is due in 6 days.

I am attempting to get extension of time from this applicant today however she is a frequent applicant so it could be difficult to seek an extension from her.

Kind regards,

**Frankie** | A/g Senior Information Access Officer  
Position 62373489  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Ministerial, Communication & Engagement Division  
Department of Veterans' Affairs  
[Information.Access@dva.gov.au](mailto:Information.Access@dva.gov.au)  
[www.dva.gov.au](http://www.dva.gov.au)



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**From:** s 47E <s 47E [dva.gov.au](http://dva.gov.au)>  
**Sent:** Wednesday, 3 April 2024 11:25 AM  
**To:** s 47E <s 47E [dva.gov.au](http://dva.gov.au)>; s 47E <s 47E [dva.gov.au](http://dva.gov.au)>  
**Cc:** Kalleske, Mark <[Mark.Kalleske@dva.gov.au](mailto:Mark.Kalleske@dva.gov.au)>; s 47F Kristine s 47F  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Hi Padma,

I have had a look at this request and it appears that there may be a digit missing in the MS (MS22-00569) therefore there is no information to provide. You may need to go back to JENNY and ask her to resubmit her request.

Kind Regards

**Maria** s 47F | Senior Ministerial Correspondence Officer  
Ministerial Correspondence Unit | Ministerial, International & Stakeholder Relations  
Department of Veterans' Affairs  
Tel s 47F Ext: s 47F  
s 47F  
[www.dva.gov.au](http://www.dva.gov.au)





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**From:** s 47F Padmaja s 47F **On Behalf Of** s 47E  
**Sent:** Wednesday, 3 April 2024 10:13 AM  
**To:** s 47E <s 47E [dva.gov.au](mailto:dva.gov.au)>  
**Cc:** Kalleske, Mark <[Mark.Kalleske@dva.gov.au](mailto:Mark.Kalleske@dva.gov.au)>; s 47F Kristine s 47F  
**Subject:** LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Dear colleagues,

The department has received a new information access request from Jenny under the *Freedom of Information Act 1982* (FOI Act). The request was received on 16 March 2024 and was made in the following terms:

*"I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.  
The names of individuals within that document who are not SES grade are not required.  
Attachments are not required.  
Telephone and email details are not required."*

Can we please request to which business area should we send the SM request ?

If you have any queries or concerns then please do not hesitate to contact Joshua s 47F or myself.

Thank you & kind Regards,

**Padma | Information Access Officer**  
**Position no 62349551**  
**Information Access Unit**  
**Ministerial, International & Stakeholder Relations Branch**  
**Ministerial, Communication & Engagement Division**  
**Department of Veterans' Affairs**

[www.dva.gov.au](http://www.dva.gov.au)



s 22 - Out of scope

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**From:** s 47F Kristine  
**Sent:** Tuesday, 9 April 2024 4:08 PM  
**To:** Kalleske, Mark; s 47E s 47E  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

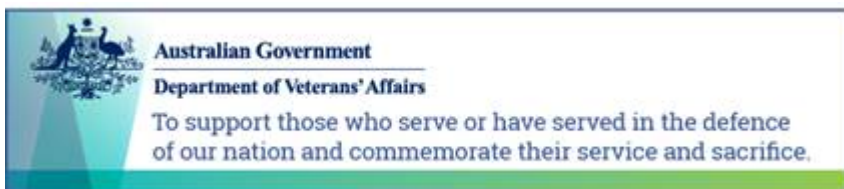
Thanks Team

@Frankie, per our discussion, if the applicant confirms that MS22-000569 is the correct PDR I can confirm that this is owned by Program Delivery Division, Client Programs Branch.

Cheers

Tiki s 47F | A/g Director  
(she/her)

Ministerial and Parliamentary Support | Ministerial, International and Stakeholder Relations Branch  
Ministerial, Engagement and Communication Division | Veteran, Family & Stakeholder Experience Group  
Tel s 47F Ext s 47F Mobile s 47F



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**From:** Kalleske, Mark  
**Sent:** Tuesday, 9 April 2024 3:48 PM  
**To:** s 47F Kristine ; s 47E ; s 47E  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

MS22-000569 possibly

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**From:** s 47F Kristine s 47F  
**Sent:** Tuesday, 9 April 2024 2:03 PM  
**To:** s 47E <s 47E dva.gov.au>; s 47E <s 47E dva.gov.au>  
**Cc:** Kalleske, Mark <Mark.Kalleske@dva.gov.au>  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Hi Josh

Firstly, apologies for not responding to your Teams messages! I have no excuse, I'm just disorganised.

Secondly, have searched and there is no record in PDMS with that reference. Grateful for your advice on next steps?

Search Results

Fast Search Result



Unsecured - Include all PDRs  Include History

Your search returned no results. Please modify your search

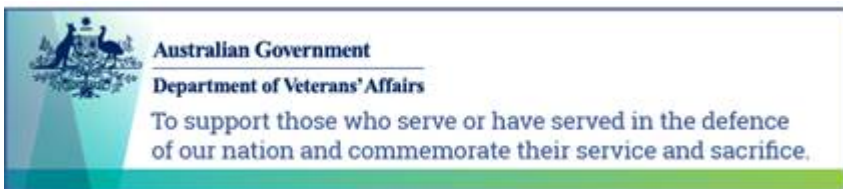
Tiki s 47F | A/g Director

(she/her)

Ministerial and Parliamentary Support | Ministerial, International and Stakeholder Relations Branch

Ministerial, Engagement and Communication Division | Veteran, Family & Stakeholder Experience Group

Tel s 47F Ext s 47F Mobile s 47F



From: s 47F Frankie Kin s 47F

On Behalf Of s 47E

Sent: Tuesday, 9 April 2024 1:38 PM

To: s 47E <s 47E dva.gov.au>

Cc: Kalleske, Mark <Mark.Kalleske@dva.gov.au>; s 47F Kristine s 47F

Subject: RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

Good afternoon Maria,

The applicant confirmed with us that the correct MS reference is MS22-000596.

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**Frankie** | A/g Senior Information Access Officer

Position 62373489

Information Access Unit

Ministerial, International & Stakeholder Relations Branch

Ministerial, Communication & Engagement Division

Department of Veterans' Affairs

[Information.Access@dva.gov.au](mailto:Information.Access@dva.gov.au)

[www.dva.gov.au](http://www.dva.gov.au)





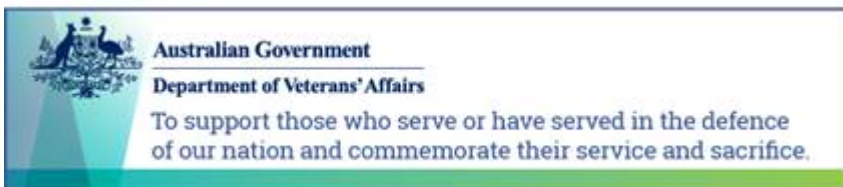
**From:** s 47E <s 47E [dva.gov.au](mailto:dva.gov.au)>  
**Sent:** Wednesday, 3 April 2024 11:25 AM  
**To:** s 47E <s 47E [dva.gov.au](mailto:dva.gov.au)>; s 47E <s 47E [dva.gov.au](mailto:dva.gov.au)>  
**Cc:** Kalleske, Mark <[Mark.Kalleske@dva.gov.au](mailto:Mark.Kalleske@dva.gov.au)>; s 47F Kristine s 47F  
**Subject:** RE: LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

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Ministerial Correspondence Unit | Ministerial, International & Stakeholder Relations  
Department of Veterans' Affairs  
Tel s 47F Ext: s 47F  
s 47F  
[www.dva.gov.au](http://www.dva.gov.au)



**From:** s 47F Padmaja s 47F **On Behalf Of** s 47E  
**Sent:** Wednesday, 3 April 2024 10:13 AM  
**To:** s 47E <s 47E [dva.gov.au](mailto:dva.gov.au)>  
**Cc:** Kalleske, Mark <[Mark.Kalleske@dva.gov.au](mailto:Mark.Kalleske@dva.gov.au)>; s 47F Kristine s 47F  
**Subject:** LEX 66204 - JENNY - CONFIRMING BA FOR SM [SEC=OFFICIAL]

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The department has received a new information access request from Jenny under the *Freedom of Information Act 1982* (FOI Act). The request was received on 16 March 2024 and was made in the following terms:

*"I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.  
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Can we please request to which business area should we send the SM request ?

If you have any queries or concerns then please do not hesitate to contact Joshua **s 47F** or myself.

Thank you & kind Regards,

**Padma | Information Access Officer**

**Position no 62349551**

**Information Access Unit**

**Ministerial, International & Stakeholder Relations Branch**

**Ministerial, Communication & Engagement Division**

**Department of Veterans' Affairs**

[www.dva.gov.au](http://www.dva.gov.au)



**From:** s 47F Padmaja on behalf of s 47E  
**Sent:** Tuesday, 9 April 2024 4:23 PM  
**To:** s 47E dva.gov.au'  
**Subject:** LEX\_66204 - Search Minute - JENNY - DUE DATE 17th APRIL 2024 [SEC=OFFICIAL]  
**Attachments:** LEX\_66204 - Search Minute - JENNY.docx

Dear colleagues,

The department has received a new information access request from Jenny under the *Freedom of Information Act 1982* (FOI Act). The request was received on 16 March 2024 and was made in the following terms:

*"I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-00569, received by the Minister in 2022.*

*The names of individuals within that document who are not SES grade are not required.*

*Attachments are not required.*

*Telephone and email details are not required.'*

**\*\*\*\*revised scope as of 09/04/2024\*\*\*\***

*'I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-000569, received by the Minister in 2022.*

*The names of individuals within that document who are not SES grade are not required.*

*Attachments are not required.*

*Telephone and email details are not required."*

**Please note that - MCU Kristine s 47F has confirmed that the ministerial document belongs to PDD and PDD is responsible for the search and provide the sensitivities comments.**

Your area has been identified as the area that is most likely to hold additional documents relevant to the request. Please confirm by **11/04/2024** the following information:

- The nominated contact officer for this request (the person who will be the contact person for our team to liaise with).
- Whether or not this request is sensitive (this includes, but is not limited to, requests likely to attract SES, ministerial or media interest).
- Whether there are any other line areas that may hold documents relevant to the request.

I have attached a search minute for the nominated contact officer to complete. A signed copy of the search minute and the documents relevant to the scope of the request must be sent to s 47E [dva.gov.au](mailto:dva.gov.au) no later than **COB 17/04/2024**

The FOI Act has strict statutory timeframes and a decision on access must generally be made 30 days after the day the FOI request is received. This is why the above timeframes have been specified. More information on the FOI process can be found [here](#).

**ONLY RETAIN IF MCU IS BEING CC'D IN ON SM SENT -**

**Noting that scope could require accessing documents found within PDMS, the Ministerial and Correspondence Unit (MCU) have been cc'd into this email. Please liaise directly with the MCU if you require access to documents within PDMS. It is expected that any documents utilised from PDMS and provided to IAU remains the responsibility of the business area, not MCU. If you have any question related to the case itself, please direct those to the IAU.**

If you have any queries or concerns then please do not hesitate to contact Joshua s 47F or myself.

Kind regards,

**Padma | Information Access Officer**

**Position no 62349551**

**Information Access Unit**

**Ministerial, International & Stakeholder Relations Branch**

**Ministerial, Communication & Engagement Division**

**Department of Veterans' Affairs**

[www.dva.gov.au](http://www.dva.gov.au)





**From:** s 47F Diana on behalf of s 47E  
**Sent:** Monday, 15 April 2024 3:37 PM  
**To:** s 47E  
**Cc:** s 47E s 47E  
**Subject:** PDD FAS Cleared plus FAS Note re - LEX\_66204 - Search Minute - JENNY - DUE DATE 17th APRIL 2024 [SEC=OFFICIAL]  
**Attachments:** LEX\_66204 - Search Minute - JENNY.docx; MS22-000569.docx

Good afternoon IAU

Please refer attached completed Search Minute and document.

Please note, additional comment from PDD FAS:

The legal sensitivities and the need to consult office of chief counsel division which may mean applying relevant exemptions to redact part or all of the document. There may also be commercial in confidence sensitivities as the brief notes the contract negotiations with UniSA.

Kind regards

Diana s 47F  
Senior Business Support & Executive Coordinator  
**PDD Business Support Section**  
Program Delivery Division  
Department of Veterans' Affairs  
**Phone** s 47F / **m** s 47F

---

**From:** s 47F Padmaja s 47F **On Behalf Of** s 47E  
**Sent:** Tuesday, 9 April 2024 3:53 PM  
**To:** s 47E <s 47E> [dva.gov.au](mailto:dva.gov.au)  
**Subject:** LEX\_66204 - Search Minute - JENNY - DUE DATE 17th APRIL 2024 [SEC=OFFICIAL]

Dear colleagues,

The department has received a new information access request from Jenny under the *Freedom of Information Act 1982* (FOI Act). The request was received on 16 March 2024 and was made in the following terms:

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**\*\*\*\*revised scope as of 09/04/2024\*\*\*\***

*'I apply under the Freedom of Information Act for copy of Ministerial Submission MS22-000569, received by the Minister in 2022.  
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**Please note that - MCU Kristine s 47F has confirmed that the ministerial document belongs to PDD and PDD is responsible for the search and provide the sensitivities comments.**

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If you have any queries or concerns then please do not hesitate to contact Joshua **s 47F** or myself.

Kind regards,

Padma | Information Access Officer  
Position no 62349551  
Information Access Unit  
Ministerial, International & Stakeholder Relations Branch  
Ministerial, Communication & Engagement Division  
Department of Veterans' Affairs

[www.dva.gov.au](http://www.dva.gov.au)

