



FREEDOM OF INFORMATION ACT 1982

Attachment A – FOI Review Rights

Your review rights

If you are dissatisfied with a decision of the National Indigenous Australians Agency (NIAA), you may apply for internal review or Australian Information Commissioner (OAIC) review of the decision.

We encourage you to seek internal review as a first step as it may provide a more rapid resolution of your concerns.

Internal review

Under section 54 of the *Freedom of Information Act 1982* (FOI Act), you may apply in writing to the NIAA for an internal review of the decision. The internal review application must be made within 30 days of the date you receive the decision letter.

Where possible please attach reasons why you believe review of the decision is necessary. The internal review will be carried out by another officer within 30 days.

You may submit a request for internal review by:

Email: foi@niaa.gov.au

Post: Freedom of Information Coordinator
National Indigenous Australians Agency
GPO Box 2191
Canberra ACT 2601

Information Commissioner review

Under section 54L of the FOI Act, you may apply to the OAIC to review my decision. You do not need to seek an internal review from the NIAA before seeking a review from the OAIC. However, going through the NIAA's internal review process gives us the opportunity to reconsider the initial decision and your needs may be met more quickly without undergoing an external review process.

An application for review by the OAIC must be made in writing within 60 days of the date you receive the decision letter. More information about how to apply for OAIC review is available on the OAIC website: <https://www.oaic.gov.au/freedom-of-information/reviews-and-complaints/information-commissioner-review/>.

If you cannot access the OAIC website, please contact the FOI Coordinator (contact details at the end of this notice), and further details will be provided to you.

Your complaint rights

If you are unhappy with the way the NIAA has handled your FOI request, please let us know what we could have done better. We may be able to rectify the problem.



You can make a complaint by writing to:

Email: foi@niaa.gov.au

Post: Freedom of Information Coordinator
National Indigenous Australians Agency
GPO Box 2191
Canberra ACT 2601

If you are not satisfied with our response, you can make a complaint to the OAIC. Making a complaint about the way the NIAA has handled an FOI request is a separate process to seeking review of the NIAA's decision.

A complaint to the OAIC must be in writing. More information about how to lodge a complaint to the Information Commissioner is available on the OAIC website at <https://www.oaic.gov.au/freedom-of-information/reviews-and-complaints/make-an-foi-complaint/>.

If you cannot access the OAIC website, please contact the FOI Coordinator (contact details at the end of this notice), and further details will be provided to you.

Contact us

If you have any questions about this notice or NIAA's FOI process, please contact the NIAA's FOI Coordinator at:

Email: foi@niaa.gov.au

Post: Freedom of Information Coordinator
National Indigenous Australians Agency
GPO Box 2191
Canberra ACT 2601