



Glenn Hamiltonshire
Via email: foi+request-12361-779b52f3@righttoknow.org.au

Dear Glenn Hamiltonshire

Decision on your Freedom of Information request

I refer to your request, dated and received by the Department of Climate Change, Energy, the Environment and Water (**department**) on 25 November 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

‘This is a Freedom of Information Request for the purposes of the Freedom of Information Act 1982.

I request access to the Style Guides/Brand Guides/Writing Guides currently used for the Department of Climate Change, Energy, the Environment and Water,

Given the upcoming holiday period for the APS (happy holidays to you reading this), I forecast my consent for any required 30 day extension to deal with the request at this time.’

My decision

The Department of Climate Change, Energy, the Environment and Water uses the [Australian Government Style Manual](#) as the standard for all Australian Government content.

The department holds one additional document (totalling 52 pages) that relates to your request, and I have decided to grant you **full access** to this document.

I have decided to grant you **full access** to this document.

How we will send your document to you

The document is attached.

You can ask for a review of my decision

If you wish to seek an internal review, you must apply to the department within **30 days** after the day you are notified of this decision. An application for internal review must be made in writing by post to the FOI Officer or email to foi@dcceew.gov.au.

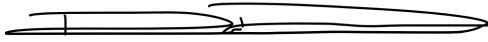
Alternatively, you may apply directly to the Office of the Australian Information Commissioner (**OAIC**) to review my decision. An application for review by the Information Commissioner must be made in writing within **30 days** after the day you are notified of this decision. You can also make a complaint to the Information Commissioner if you have concerns about how the department handled your request.

You can find information about requesting a review, making a complaint, and other information about FOI on the OAIC website www.oaic.gov.au or phone the OAIC on 1300 363 992.

Further assistance

If you have any questions, please email foi@dcceew.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Rosa Dacic', written over a horizontal line.

Rosa Dacic
A/g Branch Head
Communications and Media Branch
Portfolio Strategy Division
16 December 2024



Australian Government

Department of Climate Change, Energy,
the Environment and Water

Attachment A

LIST OF DOCUMENTS FOR RELEASE

LEX-78851

Doc No.	Pages	Date	Description	Comments
1.	1-52	December 2023	One DCCEEW – Visual identity manual	Release in full

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