

FOI-023-AFTRS STYLE BRAND GUIDE WRITING GUIDES-GLENN HAMILTONSHIRE
STATEMENT OF REASONS

Material on which my findings are based

In reaching my decision, I have relied on the following material:

- the terms of your FOI request
- consultations with AFTRS officers about the nature of the requested documents, the AFTRS' operating environment and functions (including normal business and record-keeping practices) and searches that have been undertaken
- consultation with affected third-parties
- the FOI Act, particularly Part 6, and
- Guidelines issued by the Australian Information Commissioner under s 93A of the FOI Act (**FOI Guidelines**).

Reasons for decision

A reference to a document in my decision is also a reference to a part of a document.

Section 22 – irrelevant information

The name and contact details of a former AFTRS employee has been redacted as irrelevant pursuant to s 22 of the FOI Act.