

Our reference: **ACTHDFOI21-22.17**

Verifysp

foi+request-7739-9xxxxxxx@xxxxxxxxxxx.xxx.xx

Dear Applicant, Verifysp

ACKNOWLEDGEMENT OF YOUR ACCESS APPLICATION

I am writing to acknowledge receipt of the access application you made under the *Freedom of Information Act 2016* (FOI Act) received by the ACT Health Directorate (ACTHD) on **Monday 30 August 2021**. In accordance with section 43(2) of the FOI Act this application will be combined and treated as one application with another received addressed to the ACT Health Improvement Branch on the same day.

This application requested access to:

'I am requesting documents under the Freedom of Information Act that are containing: instructions, notices, evidence to support, in regards to the wearing of face masks by your internal staff and public that was sent to you from either the State or Federal Authorities in 2021

**Notes*: to keep the scope of the docs requested reasonable see below.
- by docs I am referring to communications ie emails, memos, minutes of decision meeting, guides, Q&A. that I expect your offices would be sent due to virus outbreak.
Such Docs would have been used to convey following info and directive or policy*

*WHAT the State & Federal Authority wants you to do regarding mask wearing WHY include evidence & reason why staff and/or public should obey mask mandate.
WHO these docs should show where they originated and be ideally dated also WHEN I am only after those docs covering this 2021 delta variant covid19 outbreak EXCEPTION - and finally what is permitted as Exceptions for staff and public including any advice on who is bearing responsibility should any legal claim arise from staff or public suffering harm from mask-wearing (risk management).'*

Timeframe

ACTHD is now processing your request and in accordance with section 40 of the FOI Act, we are required to provide you with a decision on access to documents within 20 working days of receipt, this being on **Monday 27 September 2021**.

In processing your application, consultation with relevant third parties may be required. If this is the case, you will be notified to this effect and advised of a revised decision due date in respect of your application. In line with the Act, if third party consultation is required, the due date may be extended by 15 working days.

Charges

Please be aware that processing charges may be payable in relation to your request. Should you be liable to pay a processing charge, you will be notified in writing of the preliminary assessment and given an opportunity to make an application that the charge may be remitted in whole or in part. This may affect the time within which your application is processed.

Disclosure Log

The FOI Act requires that details regarding your request such as your application, decision notices, and information released to you, must be recorded in the agency disclosure log and be made publically available three working days after a decision on access has been given to you.

Please be aware that while no personal information will be included in the published information all other information will be published on <https://www.health.act.gov.au/about-our-health-system/freedom-information/disclosure-log>.

Further assistance

Should you have any queries in relation to your request, please do not hesitate to contact the FOI Coordinator on (02) 5124 9831 or email HealthFOI@act.gov.au.

Yours sincerely



Shannon Lowes
Freedom of Information Coordinator

9 September 2021