



OFFICIAL

Freedom of Information (FOI) Request

Notice of Decision

Reference: [FOI/2022/103](#)

To: Mr Francis Unmeopa

foi+request-8673-05cd7099@righttoknow.org.au

Dear Mr Unmeopa

I refer to your email of 31 March 2022 in which you made an FOI request to the Department of the Prime Minister and Cabinet (the Department), under the *Freedom of Information Act 1982* (the FOI Act).

The purpose of this letter is to provide you with a decision on your request for access under the FOI Act.

Scope of request

You set out your request in the following terms (numbered for reference purposes):

- 1) *In accordance with the FOI Act, I respectfully seek access to all correspondence related to the Humanitarian Overseas Service Medal (HOSM) for Iraq between the Awards and Culture Branch and the Parliamentary Secretary to the Prime Minister (PSPM) in 2011 -2012.*
- 2) *I also wish to include all correspondence related to the Humanitarian Overseas Service Medal (HOSM) for Iraq between the Awards and Culture Branch and the staff of Parliamentary Secretary to the Prime Minister (PSPM) in 2011 -2012.*

I apologise for the delay in notifying you of a decision on your request.

Authorised decision-maker

I am authorised to make this decision in accordance with arrangements approved by the Department's Secretary under section 23 of the FOI Act.

Material taken into account

In reaching my decision I referred to the following:

- the terms of your request
- searches undertaken by the Department
- the document relevant to your request
- the FOI Act
- the Guidelines issued by the Information Commissioner (the FOI Guidelines)¹

Documents in scope of request

The Department has identified 1 document that falls within the scope of your request (the requested document).

Decision

I have decided to grant access in full to the document identified within the scope of your request.

The document is enclosed.

Review rights

If you disagree with my decision, you may apply for internal review or Information Commissioner review of the decision.

Internal review

Under section 54 of the FOI Act, you may apply in writing to the Department for an internal review of my decision. The internal review application must be made within 30 days after the date of this letter. Where possible please attach reasons why you believe review of the decision is necessary.

Applications for review should be sent to foi@pmc.gov.au.

Information Commissioner review

Under section 54L of the FOI Act, you may apply to the Australian Information Commissioner to review my decision. An application for review by the Information Commissioner must be made in writing within 60 days after the date of this letter.

More information about Information Commissioner review is available at

<https://www.oaic.gov.au/freedom-of-information/reviews-and-complaints/information-commissioner-review/>.

FOI Complaints

If you are unhappy with the way we have handled your FOI request, please let us know what we could have done better. We may be able to rectify the problem. If you are not satisfied with our response, you can make a complaint to the Australian Information Commissioner. A complaint to the Information Commissioner must be made in writing.

¹ s 93A of the FOI Act

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More information about complaints is available on the Office of the Australian Information Commissioner at <https://www.oaic.gov.au/freedom-of-information/reviews-and-complaints/make-an-foi-complaint/>.

If you wish to discuss any aspect of your request, you can contact the FOI Section by email at foi@pmc.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Petra Gartmann', with a long horizontal line extending to the right.

Petra Gartmann
Assistant Secretary
Legal Policy Branch
Department of the Prime Minister and Cabinet

21 June 2022