



24 September 2019

Wilson Jones  
fyi-request-11075-ede5f6ca@requests.fyi.org.nz

Ref: OIA-2019/20-0118

Dear Wilson Jones

**Official Information Act request relating to request for standard operating procedures of the National Crisis Management Centre**

Thank you for your Official Information Act request received on 29 August 2019. You requested:

*"I would like to request a complete electronic copy of the Standard Operating Procedures for all of the functions and sub-functions of the National Crisis Management Centre and any other Standard Operating Procedure that exists for the purposes of establishing, resourcing and maintaining the National Crisis Management Centre."*

I have decided under section 15A of the Official Information Act to extend the time limit for deciding on your request by an additional 30 working days.

The extension is required because of the consultations needed to make a decision on your request. Despite the extension, a response will be sent to you as soon as possible.

You have the right to ask the Ombudsman to investigate and review my decision under section 28(3) of the Official Information Act.

Yours sincerely

Sarah Corbett  
**Manager, Ministerial Services**