

7 August 2020

Shane Gibson
fyi-request-13305-06191099@requests.fyi.org.nz

Dear Shane,

I refer to your request dated 17 July 2020, pursuant to the Official Information Act 1982 (the OIA), seeking:

“an extract of data from the system you currently use to track information requests submitted under the Official Information Act 1982.

The extract should be in a machine readable form. This means either via a publicly accessible API or file in csv or JSON format.

The extract should have the following details in a single row for each request that was submitted:

- The title of the request.*
- The date your organisation received the request*
- The date of the final response from your organisation to that request, or the date you closed the request*

To reduce the effort required by your organisation I am requesting records for the date range that the data is available in your OIA tracking system. For example if your OIA tracking system only holds two years of records then I am requesting data for those two years.”

The attached CSV file forms our response to your request.

I consider there are reasons to withhold some of the information under the following section of the OIA:

- Section 9(2)(a), to protect the privacy of natural persons

We capture the name of the requester in the title of the OIA in our tracking system - all requester names have been removed under Section 9(2)(a). We consider that the withholding of the information under section 9(2)(a) is not outweighed by other considerations in the public interest.

The Ministry's current Official Correspondence workflow system, which is used to track OIA requests has been in use since March 2018. The CSV file includes all Ministry OIAs logged from that time, excluding those which were subsequently transferred to another agency.

The workflow system captures information about each request including the date the OIA was received, and the date it was sent to the requester. In the attached extract we have not included information on whether or not the response due date was extended.

Data from line 277 onwards that does not have a date in the 'date sent' field indicates that these OIAs are still being worked on, and have not yet been sent out.

The Ministry publishes our Official Information Act responses and the information contained in our reply to you will be published on the Ministry website. Before publishing we will remove any personal or identifiable information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Megan Shields', with a long horizontal flourish extending to the right.

Megan Shields
Team Leader, Official Correspondence