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OIA-2022-4416

4 July 2022

Shane Gibson

[fyi-request-19561-a04b9f64@requests.fyi.org.nz](mailto:fyi-request-19561-a04b9f64@requests.fyi.org.nz)

Dear Shane Gibson

I refer to your request of 2 June 2022, under the Official Information Act 1982 (OIA), as follows:

*I note on your website <https://www.nzdf.mil.nz/nzdf/> you are using Google Tag Manager and Google Analytics to record details of visits to your website.*

*Can you please provide the following:*

- 1) The length of time this Google Analytics data is retained for.*
- 2) A copy of the Information Management policy that this data retention period is based upon.*

The New Zealand Defence Force's (NZDF) website and analytics data is covered under the NZDF Disposal Authority DA710 authorised by Archives New Zealand on 22 April 2022. It falls under Class 5.2 "Raw data collected to support enablement of Information Technology and Information Management" which has a minimum retention period of "Until administratively no longer required".

Enclosed are copies of the Archives New Zealand Disposal Authority, the NZDF Disposal Schedule and the Appraisal Report for the NZDF Disposal Authority. Where indicated, personal information is withheld in accordance with section 9(2)(a) of the OIA, to protect privacy.

You have the right, under section 28(3) of the OIA, to ask an Ombudsman to review this response to your request.

Yours sincerely

**AJ WOODS**  
Air Commodore  
Chief of Staff HQNZDF

**Enclosures:**

1. Archives New Zealand Disposal Authority
2. NZDF Disposal Schedule
3. Appraisal Report for the NZDF Disposal Authority