



## EXECUTIVE COUNCIL CHAMBERS

16 May 2024

James  
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Ref: OIA OIA-2023/24-0807

Tēnā koe James

### **Official Information Act request: Covid-19 Recognition Award pins**

Thank you for your Official Information Act (theAct) request received on 26 April 2024. You requested:

*“The exact number of Covid-19 Response Recognition Award Pins that were ordered. How many Awards, if any are still leftover or haven’t been distributed? How many awards if any have been returned?”*

*Total costs of logistics involved if any? This should include all distribution costs of the pins/awards including return costs if any.*

*Total number of people employed on this task and the allocated costs to distribute the awards. When was the distribution of the award started and the date it was deemed completed, if it has been completed.*

*Are any people still employed on this project, if so how many? What is are their roles?”*

The Government established the Covid-19 Response Award to recognise people who have contributed to New Zealand’s COVID-19 response. A project team was established within the Department of the Prime Minister and Cabinet (DPMC) to lead this work.

### **Response to each of your questions**

*The exact number of Covid-19 Response Recognition Award Pins that were ordered.*

28,887 pins were ordered.

*How many Awards, if any are still leftover or haven’t been distributed?*

As at 2 August 2023, 26,194 individuals or organisations had been approved for awards. Most of these awards had been distributed but the New Zealand Defence

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Force continued to hold some awards that were yet to be approved or distributed when the project concluded.

Aside from the Defence Force, there are no approved Covid-19 Response Recognition Awards that are yet to be distributed.

There is a small number of pins remaining. These are retained and, while stocks remain, can be used to fulfil requests for replacements.

*How many awards if any have been returned?*

The Covid-19 Response Recognition Award project distributed awards to organisations. 22 of these awards were returned to DPMC by the postal system due to incorrect addresses.

Other government agencies were responsible for distributing the awards to individual recipients. As such, DPMC does not hold information relating to returns due to incorrect address data for individual recipients. I am therefore refusing this part of your request under section 18(g) of the Act on the basis that the information requested is not held by DPMC.

*Total costs of logistics involved if any? This should include all distribution costs of the pins/awards including return costs if any.*

The total cost of logistics was \$76,767 plus GST. This includes invoices for freighting, transport, postage and courier services. There was an additional invoice for \$16,957.96 plus GST. This was for both postal distribution costs and printing services. The breakdown of postal costs is not provided in the invoice.

Total costs of the project up until 31 May 2023 have been released in an earlier OIA response published on the website. This can be found at:  
[https://www.dpmc.govt.nz/sites/default/files/2023-10/dpmc-roia-oia-2022-23-1066\\_0.pdf](https://www.dpmc.govt.nz/sites/default/files/2023-10/dpmc-roia-oia-2022-23-1066_0.pdf).

*Total number of people employed on this task and the allocated costs to distribute the awards. When was the distribution of the award started and the date it was deemed completed, if it has been completed.*

Two fixed-term positions, a project manager, and a senior project advisor, were created to support this project. The project manager position was for a 12 month fixed term. The senior project advisor was for an 8.5 month fixed term.

The costs of distribution are addressed in the above answer. Distribution to recipients began at the start of 2023 and the project concluded in August 2023.

*Are any people still employed on this project, if so how many? What is are their roles?*

No.

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

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Nāku noa, nā



Nicola Purvis  
**Acting Clerk of the Executive Council**