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**MANATŪ KAUPAPA
WAONGA**
NEW ZEALAND
MINISTRY OF DEFENCE

29 May 2024

Scott
fyi-request-26836-6035410a@requests.fyi.org.nz

Dear Scott

RESPONSE TO YOUR OFFICIAL INFORMATION ACT RESPONSE

Thank you for your correspondence of 16 May 2024, in which you requested, pursuant to the Official Information Act 1982 (the Act), copies of documentation pertaining to the Ministry's declassification policy. We have undertaken to respond to each of your questions separately below, along with providing some additional contextual information.

1. The MoD Declassification Policy

The Ministry does not have a dedicated declassification policy document. The Ministry's security policies do however determine the authorisations for the declassification of information.

2. The MoD Declassification Governance Framework

The Ministry of Defence does not have a Declassification Governance Framework. This part of your of your request is declined, pursuant to section 18(e) of the Act, as the information requested does not exist.

3. MoD documents that set out criteria for declassifying documents

The Ministry of Defence does not have a document that sets out a criteria for declassifying documents. This part of your of your request is declined, pursuant to section 18(e) of the Act, as the information requested does not exist.

4. Plan or roadmap MoD has for proactive declassification

In 2023 the Ministry reviewed its declassification arrangements. The Ministry has commenced preliminary work on this work and this is due to be finalised in the first quarter of next year.

5. For the PSR Self-Assessment Reports submitted 2023 and 2024

Details related to the Ministry's Self-Assessment of its Protective Security Requirements for both 2023 and 2024 are attached at Annex A.

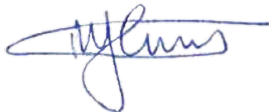
By way of some additional context in relation to your request, the Ministry of Defence holds a small collection of information classified above Restricted in physical and digital form. Declassification of this material would need to be considered on a case by case basis depending on the sensitivity of information and if and when the Information Management Work Programme within the Ministry allows.

The Ministry is however prioritising the disposal of information up to a classification of Restricted, in line with the General Disposal Authorities 6 and 7 and the Ministry of Defence Disposal Authority DA700.

As part of the Government's proactive release regime of Cabinet material, the Ministry has an active programme of preparing this information for proactive release on our website at: www.defence.govt.nz/publications.

Under section 28(3) of the Act you have the right to request the Ombudsman to investigate and review this response.

Yours sincerely



Mel Childs

Deputy Secretary Governance, People and Executive Services

Annex A: Ministry of Defence Self-Assessment: Protective Security Requirements for both 2023 and 2024

2023:

Plan for adoption of the updated Classification System Policy

An updated New Zealand Government Information Security Classification System Policy was released in June 2022. Please outline the plan that the organisation has for adopting the refreshed classification system policy. Refer to [How to Adopt the Classification System](#) section on the PSR website for more information.

What changes are required within the organisation to adopt the updated policy?

A focus from the security classification work will be to draw on new training opportunities provided by NZDF regarding requirements for handling classified information.

What will the agency do over the next 12 months? Future years?

Work will be undertaken for the 2023/24 PSR to assess capability against the updated Classification System Policy.

2024:

Implementation of the updated Classification System Policy

An updated New Zealand Government Information Security Classification System Policy was released on 1 July 2022. Please answer the below questions to indicate the actions your organisation has taken to implement the refreshed classification system policy. Refer to [How to Adopt the Classification System](#) section on the PSR website for more information.

Are your internal policies and procedures updated to reflect the 2022 changes in the Classification System policy?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> In Progress	<input type="checkbox"/> No
What date have you planned for full implementation?	31/04/2025		
Have you adopted the Classification training modules for your agency or incorporated the refreshed guidance into your existing security training programme?	<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No
Do you have a Declassification programme?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> In Progress	<input checked="" type="checkbox"/> No

Please outline what your agency’s next steps are for embedding the Classification System policy:

The supplementary training is being rolled out to existing staff and the Ministry’s security policy is being updated, including to reflect the updated classification system.