



**MINISTRY OF SOCIAL  
DEVELOPMENT**  
TE MANATŪ WHAKAHIATO ORA

- 2 FEB 2016

L K Barber  
[fyi-request-3497-82b99f1a@requests.fyi.org.nz](mailto:fyi-request-3497-82b99f1a@requests.fyi.org.nz)

Dear L K Barber

I am writing in response to your request of 19 December 2015 for staff guidelines for the period 1995 to 2005 when a client applied to add children to a Widows Benefit. The Chief Executive has asked me to reply on his behalf.

Your request for historical policy guidelines covers a large time period. In addition, much of this information is archived and as such, substantial manual collation would be required to locate and prepare the documents that fall within the scope of your request. Your request is therefore refused under section 18(f) of the Official Information Act.

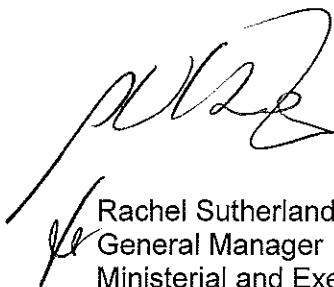
If you would like to refine your request, please contact us again. It would also help us if you can advise the purpose of your request, as this may assist with identifying the information you are seeking. For example, if there is a specific query you have about changes made to part of the policy, that would be of assistance to us. If you prefer to talk about refining your request, please provide your telephone number and an Advisor will be in touch with you.

You have the right to seek an investigation and review of my response by the Ombudsman, whose address for contact purposes is:

The Ombudsman  
Office of the Ombudsman  
PO Box 10-152  
WELLINGTON 6143

Email: [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz)  
Telephone: 0800 802 602

Yours sincerely



Rachel Sutherland  
General Manager  
Ministerial and Executive Services