



## New Zealand Fire Service

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13 December 2016

Alex Mundt

By email: [fyi-request-5085-06286af4@requests.fyi.org.nz](mailto:fyi-request-5085-06286af4@requests.fyi.org.nz)

Dear Alex

### Information Request – Operational Instructions

This letter is to acknowledge receipt of your information request, received on 13 December 2016, regarding: Operational Instructions .

Section 15 of the Official Information Act 1982 states requests should be responded to “as soon as reasonably practicable, and in any case not later than 20 working days after the day on which the request is received” – although this timeframe may be extended in certain circumstances.

Yours sincerely

Louise Robinson  
Business Services to Leigh Deuchars, Acting Director, Office of the Chief Executive