



## New Zealand Fire Service

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5 January 2017

Alex Mundt

By email: [fyi-request-5161-b25d6156@requests.fyi.org.nz](mailto:fyi-request-5161-b25d6156@requests.fyi.org.nz)

Dear Mr Mundt

### Information Request – NC Instructions and Operations Manuals

This letter is to acknowledge receipt of your 4 separate information requests, received on 3 January 2017, regarding: NC Instructions and Operations Manuals.

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. Due to the summer holiday period we aim to have your response to you by 13 February 2017.

Yours sincerely

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