



Office of the Chief Executive

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DEW Reference Number DEW22/075

Your ref: 16705061

Hon David Speirs MP
Parliament House
North Terrace
ADELAIDE SA 5000
E: leaderoftheopposition@parliament.sa.gov.au

Dear Mr Speirs

I refer to your application under the *Freedom of Information Act 1991* (the Act) received by the Department for Environment and Water (DEW) on 5 October 2022, seeking access to:

"A list of any internal DEW operational policies and procedures that have been updated between 29 March 2022 and 4 October 2022."

The statutory due date of this application lapsed on 5 November 2022. In accordance with section 19(2)(b) of the Act, if a determination is not made within 30 days, the agency is to be taken to have determined the application by refusing access to the document. An agency is permitted to make a late determination, as was the intention for this application.

On 9 November 2022, DEW received your application for an internal review of your FOI application DEW22-075. The statutory due date for determining the internal review is 23 November 2022.

DETERMINATION

An extract of DEW Policy and Procedure Register was produced to satisfy the scope of your request.

As a DEW Principal FOI Officer, I have determined to release this document to you in full.

The determination is provided to you electronically.

In accordance with [PC045 – Disclosure logs for Non-personal information](#) once a determination has been provided, the agency is required to make available on our website information and documents that have been disclosed. Information will be publicised online at <http://www.environment.sa.gov.au/about-us/freedom-of-information/foi-disclosure-log>.

FEES AND CHARGES

There is no further charge for processing this application.

YOUR APPEAL RIGHTS

If you are dissatisfied with this determination, you have the right to apply for an external review. All applications for external review should be made to the Ombudsman SA.

If you wish to make an application for an external review you must do so within 30 calendar days after being notified of the determination. However, the Ombudsman SA can extend this time limit at their discretion. There is no fee or charge for external reviews undertaken by the Ombudsman. Contact details for the Ombudsman are:

Ombudsman SA
Phone: 8226 8699
Toll Free: 1800 182 150 (outside metro SA)
Email: ombudsman@ombudsman.sa.gov.au

Should an FOI applicant believe an agency has failed to identify all of the documents within the scope of their FOI application, they can make a complaint to the Ombudsman under the Ombudsman Act 1972. Attachment 3 of this determination outlines this process. You can also visit: www.ombudsman.sa.gov.au

If you have any queries in relation to the above please contact a Freedom of Information Officer on telephone (08) 8463 6625 or email DEW.FOI@sa.gov.au.

Yours sincerely



JOHN SCHUTZ
Principal Officer, Freedom of Information
Department for Environment and Water

16/11/2022

Encl: 1. Document Schedule
 2. Release Document
 3. Sufficiency of Search – Factsheet – Ombudsman SA



Freedom of Information application: DEW22/075 Hon David Speirs MP

Scope - "A list of any internal DEW operational policies and procedures that have been updated between 29 March 2022 and 4 October 2022"

No	Date	Author	Document name	Determination	Clause	Reason
1	6/10/2022	DEW	Extract from Policy and Procedure Register	Full release	N/A	N/A

Name	Date Last Approved or Amended
Science Partnership Costing Policy.pdf	14/06/2022
Legislative Compliance Policy.pdf	3/05/2022
Financial Authorisations Policy.pdf	14/06/2022
Legal Services Policy.pdf	3/05/2022
Management of Display Material Policy and Procedure.pdf	21/08/2022
Policy for the Use of River Murray Unregulated Flow in the South Australian River Murray.pdf	7/07/2022
Financial Authorisations Guideline.pdf	14/06/2022