

10 August 2020

Shane Gibson  
[fyi-request-13307-f74da09e@requests.fyi.org.nz](mailto:fyi-request-13307-f74da09e@requests.fyi.org.nz)

Dear Shane Gibson

I refer to your request received on 14 July 2020, which has been considered under the Official Information Act 1982 (OIA), for the following information:

*An extract of data from the system you currently use to track information requests submitted under the Official Information Act 1982.*

*The extract should be in a machine-readable form. This means either via a publicly accessible API or file in csv or JSON format.*

*The extract should have the following details in a single row for each request that was submitted:*

- *The title of the request.*
- *The date your organisation received the request*
- *The date of the final response from your organisation to that request, or the date you closed the request*

Under the OIA, I am releasing to you a spreadsheet detailing this information.

Please note:

1. This table includes requests that were transferred but not requests that were subsequently withdrawn or cancelled.
2. This information comes from our internal tracking document. For that reason, the request title may not capture the totality of what was requested and is reliant on the team member's shorthand and interpretation.
3. We only hold centralised, easily extractable data from the 19-20 and 20-21 financial years (to the date of your request). To provide further information, we would need to extract the information from our document management system which is a much more time-consuming exercise. It would require staff to search through each separate file and extract the relevant information.
4. The table notes the date when a decision was provided and may not reflect when documentation was provided to the requestor.
5. As shown in the table, some requests were due more than 20 working days after a request was received. In these instances, an extension of time was communicated to the requestor in accordance with section 15A of the OIA.

If you wish to discuss this decision with us, please feel free to contact [oiia@mch.govt.nz](mailto:oiia@mch.govt.nz).

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Becky MacNeill', written in a cursive style.

Becky MacNeill  
**Deputy Chief Executive, Organisational Performance**