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| 25 June 2021 | 45 Pipitea Street, Thorndon, Wellington 6011Phone +64 4 495 7200Fax +64 4 382 3589Email OIA@dia.govt.nz Website [www.dia.govt.nz](http://www.dia.govt.nz)  |
| Lional Jonesfyi-request-15589-990b45a1@requests.fyi.org.nz |

Tēnā koe Lional

Your Official Information Act request OIA 2021 - 0687

I write regarding your Official Information Act (the Act) request, which was received by the Department of Internal Affairs (the Department) on 27 May 2021.

You have requested:

*I am studying the productivity of tier 1 and 2 officials in various Departments and Ministries on Fridays in December during the lead up to Christmas 2020. Can I please have the diaries or details of meetings, events or activities held off-site for all your tier 1 and 2 officials on each Friday in December 2020. This should exclude if the official was on annual, sick or other approved leave that day, and they did not partake in any meetings, events or activities that involved other staff or Departmental/Ministry resources on that leave day. Details can be as brief as the subject, date, time, and location.*

***Response to your request***

The Department of Internal Affairs has one Tier 1 official, the Secretary for Internal Affairs and Chief Executive, and nine Tier 2 officials. The Tier 2 officials are the Deputy Chief Executives for each of the Department’s seven branches, the Director Office of the Chief Executive and the Executive Director Office of Ethnic Communities.

The details of meetings, events or activities held off-site by the Department’s Tier 1 and 2 officials for each Friday in December 2020 are provided in the table on the next page.

Please note Tier 1 and 2 officials also attended other meetings on these days on the Department’s premises.

| Date  | Time | Subject | Location |
| --- | --- | --- | --- |
| 4 December 2020 | 1:00 – 3:00 pm | Meeting with the Chair of the Royal Commission of Inquiry into Abuse in Care **Note:** two DIA officials attended this meeting | Auckland  |
| 2:30 – 5:30 pm | Central and Local Government Partnerships Group Christmas Function | Wellington |
| 4:00 – 6:30 pm | Consultation Hui – Multicultural New Zealand Tāmaki Makaurau | Auckland |
| 11 December 2020 | 1:00 – 3:00 pm | Christmas lunch with Office of Ethnic Communities employees | Wellington |
| 7:00 – 8:30 pm | Meeting with Muslim Community Leader | Christchurch |
| 18 December 2020 | 11:00 am – 12:00 pm | Meeting of the Regulatory Stewardship Chief Executives Group  | Wellington |
| 10.30 – 11.30am  | Meeting with the Managing Director of Datacom | Wellington |
| 1:00 – 2:00pm | Meeting with the Assistant Commissioner, Public Service Commission | Wellington |
| 3:00 – 3:30 pm | Hui with Muslim Community men  | Christchurch |
| 4:30 – 9:00pm | 2020 Christmas Soiree | Wellington |
| 6:00 – 8:00 pm | Hui with Muslim Community youth | Christchurch |

If you have any feedback or questions about the Department’s response, please let us know at OIA@DIA.govt.nz.

Nāku noa

Lesa Kalapu

General Manager, Pūmanawa Tangata – Human Resources