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New Zealand  
**MINISTRY  
OF DEFENCE**  
Manatū Kaupapa Waonga

16 January 2018

Mark Hanna  
[fyi-request-6964-76117623@requests.fyi.org.nz](mailto:fyi-request-6964-76117623@requests.fyi.org.nz)

Dear Mr Hanna

## **RESPONSE TO YOUR OFFICIAL INFORMATION REQUEST**

Thank you for your email of 7 December 2017 regarding the software used to create the redacted and watermarked 2017 Briefing to the Incoming Minister of Defence, published on the Beehive website.

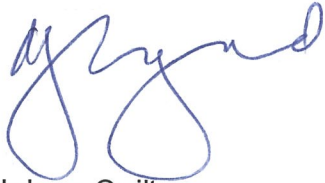
The Ministry of Defence recognises that publishing a document online as a text-searchable PDF file makes it easier to access. We prepare material for release in this form wherever possible, and endeavour to provide alternative formats on request for non-searchable documents, such as older files.

In order to produce searchable, redacted and watermarked files, the source documents are generally prepared using Microsoft Office software and then exported as searchable PDF files. Adobe Acrobat Professional software is then used to make redactions and add watermarks.

The Ministry has an agreement with the New Zealand Defence Force on software licensing. The Defence Force pays for an all-inclusive software bundle and is charged a flat rate. They distribute the licenses for Adobe Acrobat Professional as needed by staff. Please refer to the Adobe Acrobat website for costs: <https://acrobat.adobe.com/nz/en/acrobat/pricing.html>. The cost to agencies will be affected by volume. Assuming multiple licenses are purchased, the Adobe website indicates pricing of A\$22.99 per seat per month (about NZ\$25 at present exchange rates) or A\$275.86 per year (about NZ\$300).

Under section 28(3) of the Official Information Act 1982 you have the right to request the Ombudsman to investigate and review this response.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'H. Quilter', with a large loop at the end.A small, stylized handwritten mark or signature in blue ink.

Helene Quilter  
**Secretary of Defence**