



Our ref: MPI F2018/000086

RECORDS & INFORMATION  
MANAGEMENT  
Level 13  
25 Grenfell Street  
Adelaide SA 5000  
GPO Box 1671  
Adelaide SA 5001  
DX 667  
Tel 8429 0422  
www.pir.sa.gov.au

26 June 2018

Hon Kyam Maher MLC  
Member of the Legislative Council  
Parliament House  
DX 56506  
ADELAIDE

Dear Mr Maher

**Determination under the *Freedom of Information Act 1991***

I refer to your application made under the *Freedom of Information Act 1991* received by the Office of the Minister – Hon Tim Whetstone MP on 22 May 2018, seeking access to the following:

*“The name of the electronic document management or filing system or systems used by the Minister’s office, and a current index of all briefs a) Received by the Minister’s office; b) Requested by the Minister’s office; c) Generated by the Minister’s office; d) Returned to the department after consideration by the Minister or Minister’s office staff.”*

Accordingly, the following determination has been finalised.

I have located two documents that are captured within the scope of your request.

**Determination**

I have determined that access to the following documents is **granted in full**:

Doc No.	Description of document	No. of Pages
1	Briefing Index spreadsheet - Document type is “briefing”	2
2	Briefing Index spreadsheet - Document type is “minute”	3

Please be advised that the Objective electronic documents and records management system is utilised by the Minister’s Office.

The Objective searches undertaken in order to locate the information you are seeking used the following search criteria:

- “document type” field using the words “briefing” and “minute”
- date range of 17/3/2018 to 22/5/2018

If you are dissatisfied with this determination, you are entitled to exercise your right of review and appeal as outlined in the attached documentation, by completing the "Application for Review of Determination" and returning the completed form to:

Freedom of Information Principal Officer  
Primary Industries and Regions SA  
GPO Box 1671  
ADELAIDE SA 5001

In accordance with the requirements of Premier and Cabinet Circular PC045, details of your application, and the document to which you are given access, will be published in PIRSA's disclosure log. A copy of PC045 can be found at [http://dpc.sa.gov.au/data/assets/pdf\\_file/0019/20818/PC045-Disclosure-Log-Policy.pdf](http://dpc.sa.gov.au/data/assets/pdf_file/0019/20818/PC045-Disclosure-Log-Policy.pdf)

Should you require further information or clarification with respect to this matter, please contact Ms Lisa Farley, Freedom of Information and Privacy Officer on 8429 0422 or email [PIRSA.FOI@sa.gov.au](mailto:PIRSA.FOI@sa.gov.au).

Yours sincerely



Deanna Fleming  
**Accredited Freedom of Information Officer**  
**PRIMARY INDUSTRIES AND REGIONS SA**

## Document type is "briefing"

Id	File Number	Created On
A3550667		19/04/2018 15:28
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## Document type is "minute"

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