RE: [EX]2025-059 – request for additional time beyond permitted

From: FOI <FOI@dcceew.gov.au>
Sent: Fri, Dec 20, 2019 4:51 PM
To: Harry <harbaruah@hotmail.com>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- RE: [EX]2025-059 - request for additional time beyond permitted

OFFICIAL

Good Morning Harry

Thank you for your email. I note you do not agree to a further extension of time for the processing of this request.

Kind Regards

Courtney Taylor | Pathways and Information Governance
Department of Pathways Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
(08) 6551 4610 | foi@dpird.wa.gov.au
www.DPIRD.WA.GOV.AU Twitter

Sent: Friday, 13 February 2020 7:31 PM
To: FOI <FOI@dcceew.gov.au>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - request for additional time beyond permitted

CAUTION: This email originated from outside of DPIRD. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Courtney,

Thank you for your email.

For the record, FOI2020-059 was lodged and validated on 10 October 2020. I have not agreed to multiple extensions, including an extension described as final, with the revised due date of 13 February 2020.

I do not agree to any further extension of time beyond the permitted 30 days.

Section 29(1) requires additional time to prevent a practice DPIRD may seek an extension through Parliament as provided for under the FOI Act. Section 29(1) states that Notice of Decision is required:

To assist and accommodate a practice, they please provide the following:

1. which specific scope items you consider require third party consultation; and
2. the date those consultations commenced (if not, when do you intend to commence them).

As previously requested, if any documents (or parts of documents) are in scope, I request a copy of the material that DPIRD has sent/is sending/intend to send/seek for those items as soon as they are ready.

Kind regards,
Harry Liu

Harry <harbaruah@hotmail.com>
Sent: Friday, 20 February 2020 7:31 PM
To: FOI <FOI@dcceew.gov.au>
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2. the date those consultations commenced (if not, when do you intend to commence them).

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Kind regards,
Harry Liu

Harry <harbaruah@hotmail.com>
Sent: Fri, Feb 21, 2020 10:47 AM
To: Harry <harbaruah@hotmail.com>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - Request for extension of time

OFFICIAL

Good Morning, Harry

Thank you for your email. I note the extension of time until 13 February 2020 for this application.

Thank you for your patience and understanding.

Kind Regards

Courtney Taylor | Pathways and Information Governance
Department of Pathways Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
(08) 6551 4610 | foi@dpird.wa.gov.au
www.DPIRD.WA.GOV.AU Twitter

Sent: Friday, 21 February 2020 7:16 PM
To: FOI <FOI@dcceew.gov.au>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - Request for extension of time

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Dear Courtney,

Thank you for the update.

For the record, FOI2020-059 was lodged and validated on 10 October 2020. I have not agreed to multiple extensions.

I am concerned about the cumulative delay, but I do not want my position to be construed as unfair if DPIRD is genuinely unable to decide the application.

I do not agree to further extensions beyond further and final extension of time to 13 February 2020 for the purpose of commencing and necessary third party consultations. I do not agree to any further extension between 13 February 2020 and 20 March 2020.

I am aware that the Department's eventual notice of decision will include a statement as to which third party consultations commenced and concluded, so that the handling of the consultations is transparent to the applicant.

This agreement is without prejudice to my response that DPIRD has unreasonably delayed the application in practice/law in the meantime. If any documents or parts of documents are in scope, I request a copy of the material consultation, or documents in dispute or partial decision being issued when they are ready.

Kind regards,
Harry Liu

Harry <harbaruah@hotmail.com>
Sent: Thursday, 20 March 2020 7:05 PM
To: FOI <FOI@dcceew.gov.au>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - Request for extension of time

OFFICIAL

Good Afternoon Harry

I would like to provide an update regarding your FOI application (FOI2020-059) submitted to the Department of Primary Industries and Regional Development (DPIRD).

I anticipate a further three-weeks extension of time will be required to finalise the application. This is due to the impact of contacting third party consultations. I request this extension of time be revised due date set **to Friday 13 February 2020.**

Could you kindly confirm if you are responsible for this application?

Kind Regards

Courtney Taylor | Pathways and Information Governance Coordinator
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
(08) 6551 4610 | foi@dpird.wa.gov.au
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This agreement is without prejudice to my response that DPIRD has unreasonably delayed the application in practice/law in the meantime. If any documents or parts of documents are in scope, I request a copy of the material consultation, or documents in dispute or partial decision being issued when they are ready.

Kind regards,
Harry Liu

Warm regards

Harry

Original
From: FOI <FOI@dcceew.gov.au>
Sent: Mon, Mar 23, 2020 4:21 PM
To: Harry <harbaruah@hotmail.com>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - Request for extension of time

OFFICIAL

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Courtney Taylor | Pathways and Information Governance Coordinator
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
(08) 6551 4610 | foi@dpird.wa.gov.au
www.DPIRD.WA.GOV.AU Twitter

Sent: Monday, 23 March 2020 7:05 PM
To: FOI <FOI@dcceew.gov.au>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - Request for extension of time

OFFICIAL

Dear Courtney,

Thank you for your email and the update.

I understand the impact of the Coronavirus and New Year period on drafting and capacity. I am happy to agree to the requested extension of time to 13 January 2020.

Thank you for continuing to progress my application. I look forward to receiving the decision in due course.

Kind regards,
Harry Liu

Original
From: FOI <FOI@dcceew.gov.au>
Sent: Mon, Mar 23, 2020 4:21 PM
To: Harry <harbaruah@hotmail.com>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - Request for extension of time

OFFICIAL

Good Morning Harry

I would like to provide an update regarding your FOI application submitted to the Department of Primary Industries and Regional Development (DPIRD).

We are currently managing a high number of complex applications and requests for information. This has contributed the increasing time required for the processing of Decision, and finalise your application.

In addition, DPIRD will be closed for December period from**Thursday, 26 December 2019 to Friday, 2 January 2020**. Further, DPIRD will be closed for the period of Easter Christmas and New Year season, staff are expected to take leave. This will impact our staff availability and capacity, which our ability to meet the timeline provided. Please be assured that we continuing to progress applications as efficiently as possible.

For these reasons, we respectfully request an extension of time to Friday 13 January 2020.

Please be assured that we will continue to prioritise your application.

Could you kindly confirm if you are responsible for this application?

Kind Regards

Courtney Taylor | Pathways and Information Governance Coordinator
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
(08) 6551 4610 | foi@dpird.wa.gov.au
www.DPIRD.WA.GOV.AU Twitter

Sent: Mon, Mar 24, 2020 8:23 AM
To: FOI <FOI@dcceew.gov.au>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: [EX]2025-059 - Due date extension request

OFFICIAL

Good morning Harry,

Thank you for confirming that you agree to the revised due date.

Kara Kusiewicz | Privacy and Information Access Officer
Department of Agriculture, Water and the Environment
Information Services | Information Services Branch
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
(08) 6552 2916 | foi@dpird.wa.gov.au

Sent: Friday, 21 November 2020 7:49 AM
To: FOI <FOI@dcceew.gov.au>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: FOI2025-059 - Due date extension request

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Dear Courtney,

Thank you for the update.

I am unfamiliar with parameters to the four-week extension, but I do not object to it.

Please proceed to the extension to the end date of 20 December 2020, with the understanding that DPIRD may request further extension if it is unable to finish the period due by 24 December 2020.

Thank you for your time and patience with the search and review process.

I look forward to receiving the Notice of Decision.

Kind regards,
Harry Liu

Original
From: FOI <FOI@dcceew.gov.au>
Sent: Fri, Nov 21, 2020 7:48 AM
To: Harry <harbaruah@hotmail.com>
Cc: FOI <FOI@dcceew.gov.au>
Subject: [EXT]- Re: FOI2025-059 - Due date extension request

OFFICIAL

Good morning Harry,

Thank you for confirming that you agree to the revised due date.

Kara Kusiewicz | Privacy and Information Access Officer
Department of Agriculture, Water and the Environment
Information Services | Information Services Branch
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
(08) 6552 2916 | foi@dpird.wa.gov.au

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For these reasons, we respectfully request an extension of time to Friday 13 January 2020.

Please be assured that we will continue to prioritise your application.

Could you kindly confirm if you are responsible for this application?

Kind Regards

Courtney Taylor | Pathways and Information Governance Coordinator
Department of Primary Industries and Regional Development
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(08) 6551 4610 | foi@dpird.wa.gov.au
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Information Services | Information Services Branch
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Dear Courtney,

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I am unfamiliar with parameters to the four-week extension, but I do not object to it.

Please proceed to the extension to the end date of 20 December 2020, with the understanding that DPIRD may request further extension if it is unable to finish the period due by 24 December 2020.

Thank you for your time and patience with the search and review process.

I look forward to receiving the Notice of Decision.

Kind regards,
Harry Liu

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I would like to provide an update on your FOI Application for Scope Clarification, FY2022-25 Grants.

We are finishing the search process, and we require additional time to review documents, collect consultations, and draft the Notice of Decision.

We anticipate that we will require a further four weeks to finalise the application. If you are agreeable to this extension, then the revised due date will be **26 December 2025**.

DPIRD will observe a clawdown period from **Thursday 18 December 2025 to Monday 12 January 2026**. Consultations will need to be completed and approved prior to this clawdown – by 24 December 2025.

Can you please advise if you are agreeable to the extension of time.

Kind Regards

Courtney Taylor | Administrative and Access Coordinator
Enterprise Information Management
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
t (08) 6551 4419 | **e** foi@dpird.wa.gov.au
Visit us at www.dpird.wa.gov.au

Original Message
From: FOI <FOI@dpird.wa.gov.au>
Sent: Friday, 31 October 2025 7:34 PM
To: Hanna Liu <hanna.liu@dpird.wa.gov.au>
Cc: Courtney Taylor <courtney.taylor@dpird.wa.gov.au>
Subject: **RE: [SEC=OFFICIAL] - FOI 2025-009 – Scope Clarification Response**

OFFICIAL

Good afternoon Hanna

Thank you for your response and for amending the scope of your application as the following:

1.1 Relevant Recordkeeping Plan schedules/disposal authorities for animal welfare inspector appointments, training, and enforcement actions;

2.2 Any risk assessments or audits regarding DVD recordkeeping compliance (Section 28 F-none);

3.1 FOI search documentation for FOI2020-006, -017, -018 and FOI2021-001 and -002;

3.2 Complaint tracking spreadsheets and registers/database of appointments (Section 28 F-none);

3.3 Mandatory training matrix and compulsory standards for DVD appointments (Section 28 F-none);

3.4 Dog attack investigation and enforcement data (all systems, FY2022-25 (metadata only);

3.5 Subject substance or chemical forensic reports referencing DVD attendance, FY2022-25 (if readily available).

Thank you for acknowledging that an extension of time is required to complete the search and review process. If you do not object to a reasonable extension once the scope of your application has been confirmed.

Thank you

Kind Regards

Courtney Taylor | Administrative and Access Coordinator
Enterprise Information Management
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
t (08) 6551 4419 | **e** foi@dpird.wa.gov.au
Visit us at www.dpird.wa.gov.au

From: Hanna Liu <hanna.liu@dpird.wa.gov.au>
Sent: Friday, 31 October 2025 7:36 PM
To: FOI <FOI@dpird.wa.gov.au>
Subject: **[SEC=OFFICIAL] - FOI 2025-009 – Scope Clarification Response**

OFFICIAL

CAUTION: This email originated from outside of DPIRD. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Ms Taylor,

Thank you for your correspondence dated 31 October 2025.

Re: Scope Clarification

My application remains specific to the *Designated Inspector* 20 program, as defined under section 28 of the *Animal Welfare Act 2002* (WA):

> Acknowledge that 24 appointed from the General Inspector cohort; therefore, where no DI-specific documents exist, I request the relevant General Inspector records or documents relating to the activities undertaken by the General Inspector framework, limited strictly to the operational functions listed in my application (appointments, training, budget, recordkeeping).

This does not constitute a request for "all DPIRD staff records or unrelated General Inspector documentation.

Re: Preliminary Section 22 Assessment

I respectfully submit that DPIRD's preliminary assessment overstates the statutory scope. The requested records are limited to discrete and readily identifiable:

- **Recordkeeping Plan** (Item 1.1) – Only the specific 197 schedules/disposal authorities governing DVD appointments, training, and enforcement actions (estimated 5–7 pages, not the full 200-page plan).
- **Risk Assessments/Audits** (Item 2.2) – This is a single document or dataset, not a multi-year archive of audits, or if none exist (Section 28 F-none) apply.
- **Budget Materials** (Item 3.3) – Chart-of-accounts codes and cost centres are standard extracts from DPIRD's financial system, not bespoke analysis.
- **FOI Search Logs** (Item 3.2) – In accordance with DPIRD's own FOI2020-006 precedent, these are 1-2 pages of search parameters and consultees contacted. These records should already exist or can be generated from existing system logs.

The request therefore targets known, pre-existing document classes and should not meet the threshold for refusal under Section 22.

Refined Scope for Processing

To assist DPIRD in processing efficiently, I confirm the following refined and manageable scope:

1.1 Relevant Recordkeeping Plan schedules/disposal authorities for animal welfare inspector appointments, training, and enforcement actions;

2.2 Any risk assessments or audits regarding DVD recordkeeping compliance (Section 28 F-none);

3.3 FOI search documentation for FOI2020-006, -017 and FOI2021-001 and -002;

2.0 Complaint tracking spreadsheets and registers/database of appointments (Section 28 F-none);

3.1 Mandatory training matrix and compulsory standards for DVD appointments (Section 28 F-none);

3.2 Dog attack investigation and enforcement data (all systems, FY2022-25 (metadata only);

3.0 Subject substance or chemical forensic reports referencing DVD attendances, FY2022-25 (if readily available).

Re: Meeting Offer

I appreciate the offer to meet with Mr Chambers but prefer to maintain transparency through written correspondence under the *Freedom of Information Act 1992* (WA).

I trust this clarification sufficiently narrows the request to allow processing without substantial diversion.

Please proceed with processing the refined scope outlined above.

Kind regards,

Hanna Liu
hanna.liu@dpird.wa.gov.au

On Fri, 31 Oct 2025 at 12:34 pm, FOI
<FOI@dpird.wa.gov.au> wrote:

OFFICIAL

Good Afternoon Hanna
I refer to your access application request under the *Freedom of Information 1992* (WA)(FOI Act) (FOI Act) received by the Department of Primary Industries and Regional Development (DPIRD) on 31 October 2025. You have requested the following:

> Under the Freedom of Wa Records Act 2000 (Primary Industries and Regional Development) complaints with the State Records Act 2000 (WA) in relation to the Designated Inspector (DI) Program, including:
> 1) The current approved Recordkeeping Plan (RKP) schedules governing DVD appointments, training, and Research & Disposal Authorities covering animal welfare inspector creating and record keeping requirements for:
> 1.1 Inspector appointments records;
> 1.0 training and compulsory requirements records;
> 1.2 Enforcement actions;
> 2) Any risk assessments, audits, or formal correspondence between the Department and the State Records Commission (SRC) in compliance with the State Records Act 2000 (WA) regarding DVD record keeping compliance practices for the DI program;
> 3) The FOI processing search logs or "transcripts" for FOI2020-006, -017, -018 and FOI2021-001 and -002 including: a) Search parameters, b) Internal consultees contacted, and c)An index of documents identified for the National Years 2021-22, 2022-23, and 2023-24;
> 4) Complaint tracking spreadsheets or internal reports, or expenditure summaries referencing DVD attendance, FY2022-25 (metadata only);
> 5) Mandatory training matrix, compulsory standards for DVD appointments (Section 28 F-none);
> 6) Dog attack investigation and enforcement data (all systems, FY2022-25 (metadata only);
> 7) Subject substance or chemical forensic reports referencing DVD attendances, FY2022-25 (if readily available).

Thank you for your request for an amendment to the scope of your application. Prior to this review of the documents identified in your application, I wish to provide the following:

Preliminary Search & Production of Scope Clarification
The Department has conducted a preliminary search for records in General Inspector and Designated Inspector, as applicable, would likely result in a diversion of a substantial and unreasonable portion of the agency's resources away from its other operations in order to process your application. The preliminary search identified DPIRD's Record Keeping Plan consisting of 230 pages.

Staff would be required to divert an unreasonable and disproportionate amount of resources to preparing the document for processing and to undertake the decision making exercise for the scope of the scope of your application. Following this a review of the documents would be required to ensure that they are within the scope of your application. This is on top of undertaking any necessary consultations, and drafting a decision as required under section 30 of the FOI Act.

Section 22 of the FOI Act states that an agency may refuse to deal with an application if it would result in a substantial and unreasonable diversion of resources or unreasonable portion of the agency's resources away from its other operations. In accordance with section 22(2) of the FOI Act, the agency must take reasonable steps to help you to vary your application so that it does not substantial and unreasonable diversion of resources or interfere with the operations of the agency.

Accordingly, in light of this, to make your application manageable, I suggest amending the scope of your application to the following, for your consideration:

> *The FOI processing search "transcripts" or "transcript search" worksheets (e.g. systems queried, custodians contacted, and search phrases used by DPIRD staff when processing my previous FOI applications FOI2020-006, FOI2020-017, and FOI2020-018.*
> *The standard instrument of appointment (letter/form) issued to Designated Inspector candidates, or a reference to the appointment, renewal, or cessation of General Inspectors, including Ministerial Instruments.*
> *Any mandatory pre-appointment training requirements, checklists, or compulsory standards prescribed for DPIRD officers intended to be appointed or renewed for General Inspectors, including Designated Inspectors.*
> *The chart-of-accounts codes, cost centre codes, or cost objects used to budget for and record expenditure related to General Inspectors, including Designated Inspectors for the financial years 2021-22, 2022-23, and 2023-24.*
> *Any budget submission, internal forecast reports, or expenditure summaries referencing General Inspector or Designated Inspector activities for the financial years 2021-22, 2022-23, and 2023-24.*

Please advise if you are agreeable to amending the scope of the application as suggested in the points above, or if you wish to proceed as original.

Once received your response, I will review the scope of the application to determine whether it could be processed without a substantial and unreasonable diversion of resources. I may need to you to attempt to refine the scope further.

Offer of Engagement
To assist to provide you with greater understanding of the scope of your application, I offer you to meet with Chambers, Director Regulatory Compliance Unit who is the transition of a General Inspector to Designated Inspector and the Director Regulatory Compliance Unit has offered to speak or meet with you to provide further clarification. If you would like to speak/meet with Chambers, Director Regulatory Compliance Unit contact him (08) 9892 8492/ mark.chambers@dpird.wa.gov.au.

Accordingly, please arrange a meeting with me to ensure a transparent and documented discussion.

I await your advice on how to proceed with the Application. It is anticipated that an extension of time to complete the application will be required. If the scope is narrowed more such additional time will be required when I receive your response to the scope and conduct the decision making.

Kind Regards
Courtney Taylor | Administrative and Access Coordinator
Enterprise Information Management
Department of Primary Industries and Regional Development
Level 12, 140 William Street, Perth WA 6000
t (08) 6551 4419 | e foi@dpird.wa.gov.au
Visit us at www.dpird.wa.gov.au

Protect Protect Strategic Intelligence

DPIRD acknowledges the Traditional Custodians of Country, the Aboriginal people and Elders past and present that have work on and their language groups throughout Western Australia and recognise their ongoing connection to land, waters and culture.

We respect their continuing culture and the contribution they make to the life of our regions and we pay our respects to their Elders past, present and emerging.

Artwork: "Kangaroo going in the Waterhole" by Williams Barker.

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Protect Protect Strategic Intelligence

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