RE: [EXT] - Re: FOI2025-059 - Scope Clarification Response

Good afternoon Harry,

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

1.1 Relevant Recreational Plan schedules/proposal authorisations for animal welfare inspection appointments, training, and ethical review.

1.2 Any risk assessments or audits regarding DVD recordkeeping compliance (Section 26 Forms)

1.3 FOI search documentation for FOI2025-036, -017, and -048 (calendars, systems, dates)

2.1 DAG appointment template and registrar/database of appointments (Section 26 Forms)

2.2 Mandatory training modules or compulsory standards for DAG appointments (Section 26 Forms)

2.3 Chief-of-records or cost-centre codes used for DAG operations, FY2022-23 to present

2.4 Budget submissions or internal financial reports referencing DAG allocations, FY2022-23 to present (if readily available)

Thank you for clarifying the scope of your request. Some of the items in your application may be necessary and advising that you do not object to a reasonable extension of time to allow us to consider and make a decision on your request.

Kind Regards

Eraclitus Tagliaferri | Inflexary and Information Access Coordinator
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From: Harry Liu <harry.liu@0000.gov.au>
Sent: Friday, 22 October 2025 1:42 PM
To: FOI <FOI@0000.wa.gov.au>
Subject: [EXT] - Re: FOI2025-059 - Scope Clarification Response

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Dear Ms Taylor,

Thank you for your correspondence dated 21 October 2025.

Re: Scope Clarification

My application remains specific to the Chaplaincy Dog Inspector (CD) program, as defined in my section 26 Form dated 17 July 2025.

I acknowledge that this an appeared form the standard inspector cohort (Section 26 Forms), but the operational and ethical oversight of the CD program is distinct, requiring a separate governance framework. Accordingly, I am requesting the scope be amended to include the following documents specifically relevant to the Chaplaincy Inspectors tasked to my application:

1.1 Relevant Recreational Plan schedules/proposal authorisations for animal welfare inspector appointments, training, and enforcement actions.

1.2 Any risk assessments or audits regarding DVD recordkeeping compliance (Section 26 Forms)

1.3 FOI search documentation for FOI2025-036, -017, and -048 (calendars, systems, dates)

2.1 DAG appointment template and registrar/database of appointments (Section 26 Forms)

2.2 Mandatory training modules or compulsory standards for DAG appointments (Section 26 Forms)

2.3 Budget submissions or internal financial reports referencing DAG allocations, FY2020-21 (if readily available).

2.3 Chief-of-accounts or cost centre codes used for DAG operations, FY2020-23 (if readily available).

This refined scope seeks:

- identifiable sections of existing documents,
- specific to the Chaplaincy Dog Inspector,
- and/or confirmation of existence (with Section 26 where applicable).

Re: Waiving Offer

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

Re: Extension of Time

I acknowledge that an extension may be necessary and do not object to a reasonable extension to allow DPIRD to consider my request.

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,
Harry Liu
harry.liu@0000.gov.au

On Fri, 21 Oct 2025 at 12:34 pm, FOI <FOI@0000.wa.gov.au> wrote:

Good Afternoon Harry,

Thank you for your application request under the Freedom of Information 1992 (WA)(FOI Act) FOI2025-059 Chaplaincy Dog Inspectors, sent to the Department of Primary Industries and Regional Development.

1. Complaints with the State Records Act 2000
   Please provide documents demonstrating DPIRD's compliance with the State Records Act 2000 in relation to Section 26 Forms completed by the Chaplaincy Dog Inspectors.
   1.1 The current approved Recordkeeping Plan (RKP) approved by the State Records Commission (SRC) and any supporting documents or policies that define the record keeping and disposal requirements for Chaplaincy Dog Inspectors and associated innovations
   1.2 Internal audits or compliance assessments
   1.3 Inspections, reports, and enforcement outcomes
   Please provide documents that show DPIRD's internal governance processes or external oversight (SRC) compliance with the State Records Act 2000 or approved RKP, in relation to recordkeeping practices for Chaplaincy Dog Inspectors.
   1.4 The FOI processing search logs or documentation for FOI2025-036 (workshop), -017 (calendars), -048 (systems) and dates
   Please provide documents that show the search logs or documentation for FOI2025-036 (workshop), -017 (calendars), -048 (systems) and any register, database, or schedule recording the appointment, renewal, or cessation of Chaplaincy Dog Inspectors.
   2.1 Any mandatory pre-appointment training modules, assessment criteria, or compulsory standards that an officer must meet to be appointed as a Chaplaincy Dog Inspector
   2. Financial Accountability and Operational Expenditure
   Please provide financial records evidencing the operational and administrative expenditure of the Chaplaincy Dog Inspector program.
   2.1 The chart-of-accounts codes, cost centre codes, or cost objects used to budget for and record expenditure related to DA operations and administration, specifically for the Chaplaincy Dog Inspector program 2021-22, 2022-23, and 2023-24
   2.2 Any budget submissions, internal financial reports, or reconciliation documents that show the total expenditure for the Chaplaincy Dog Inspector program for the financial years 2021-22, 2022-23, and 2023-24

Clarification of Scope

Section 26 of the FOI Act states that an access request is specific to documents identified by the applicant with sufficiently precise detail to be designated requisite as defined in section 2 and 30c of the *Animal Welfare Act 2002 (AWA)*. Section 30c of the AWA states that a requisite is a person appointed by the Director General in accordance with section 30d of the AWA. As referred in previous decisions (FOI2020-036, FOI2020-037 and FOI2020-040), the Information Commissioner has stated that the FOI Act does not require agencies to create new documents or perform research for the applicant. In this case, a request to find Chaplaincy Inspectors, or DPIRD staff based on the scope of your application, would likely result in a diversion of resources to processing the application, by reviewing the large number of pages, documents and records, to identify the relevant Chaplaincy Inspectors, and then to locate and record organisational details for General Inspectors, including Designated Inspectors.

Staff would be required to divert their time and resources away from other duties to locate and record organisational details for General Inspectors, including Designated Inspectors the financial years 2021-22, 2022-23, and 2023-24. This would result in a significant diversion of resources, to complete a search for the relevant General Inspectors, including Designated Inspectors for the financial years 2021-22, 2022-23, and 2023-24.

Section 30(b) of the FOI Act states that an access request is within the scope of the application as suggested in the prior letter. Your suggestions are welcomed.

Once I have received your response, I will review the scope of the application to determine if it is within the scope of the FOI Act. If the application is deemed to be outside the scope of the FOI Act, I will advise you of the reasons why it is deemed to be outside the scope of the FOI Act.

Offer of Engagement

I would like to offer you a greater understanding of the legislation relating to and operations of General Inspectors and the general practice which authorises the transition of a General Inspector to Designated Inspector the Director General Inspector. This would be a meeting between Mr Charlotte and myself, at your convenience. Any questions or concerns you may have prior to the meeting can be addressed.

Kind Regards,
Eraclitus Tagliaferri | Inflexary and Information Access Coordinator
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Protect Country Protect Water

DPIRD acknowledges the Traditional Custodians of Country, the Aboriginal people of the many lands and waters of Western Australia and pays respect to Elders past, present and emerging.

We respect their continuing culture and the contribution they make to the life of our regions and we pay our respects to Aboriginal people across Western Australia.

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