

s. 22(1)(a)(ii)

From: s. 22(1)(a)(ii)
Sent: Friday, 18 July 2025 2:10 PM
To: s. 22(1)(a)(ii)
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]
Attachments: S40 Application for Access job No. s. 22(1)(a)(ii) [SEC=OFFICIAL]

OFFICIAL

Regards
s. 22(1)(a)(ii) (she/her)
Director|Information Management |s. 22(1)(a)(ii)
Department of Agriculture, Fisheries and Forestry
Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Thursday, 10 July 2025 1:42 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

Just forwarding on another one of the requests that have come to our inbox from NAA for a section 40 application it seems.

Let me know if you need anything from me or if you would like us to give them any specific email addresses for these queries.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)
A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry
s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 22(1)(a)(ii) <[s.22\(1\)\(a\)\(ii\)@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>
Sent: Friday, 27 June 2025 4:45 PM
To: s. 22(1)(a)(ii) <[s.22\(1\)\(a\)\(ii\)@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

We are the right contact 🟡 ⋯ 😊

Regards

s. 22(1)(a)(ii) (she/her)
Director|Information Management |s. 22(1)(a)(ii)
Department of Agriculture, Fisheries and Forestry
Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: s. 22(1)(a)(ii) <[s.22\(1\)\(a\)\(ii\)@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>
Sent: Friday, 27 June 2025 4:24 PM
To: s. 22(1)(a)(ii) <[s.22\(1\)\(a\)\(ii\)@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

Just reaching out about an email we received from the NAA about a section 40 application.

I wanted to check if your team has handled one of these in the past, before I gave s. 47F(1) a call. We haven't dealt with these in our space before, so I wasn't too sure.

Please let me know if there is a different contact I should reach out to about this.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)
A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry

s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 47F(1) @naa.gov.au> On Behalf Of reference transfers
Sent: Friday, 27 June 2025 8:17 AM
To: Foi <foi@aff.gov.au>
Subject: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

You don't often get email from referencetransfers@naa.gov.au. [Learn why this is important](#)

OFFICIAL

Our Reference: 2025/1857; 2025/663123

**Department of Agriculture, Fisheries and Forestry
Information Management**

**Request under Section 40 of the Archives Act 1983
for Records Not Recorded in Archival Custody (NRA)**

On **6 June 2025**, a researcher applied under Section 40 of the *Archives Act* 1983, for open period records.
Please see attachments for details.

Legislative background

Section 40 Applications for access to records

(1) This section applies in relation to an application to the Archives for access, or for an extension of partial access, to a record referred to in section 31

Section 31 (1A) This section applies to a Commonwealth record that:

- (a) is in the open access period; and*
- (b) is in the care of the Archives or in the custody of a Commonwealth institution; and*
- (c) is not an exempt record.*

Section 31(2) requires agencies that have custody of open period records to make whatever arrangements are necessary to enable the Archives to meet its obligations in Section 31(1).

If records are located

If records are located that match the application they should be transferred to the Team Leader Research Centre at the National Archives in Canberra. Please enclose a covering letter titled '**Temporary reference transfer for Section 40 Application**' and quote our **Access Application Job no. 2025/663123**.

Our preference is to receive any records located in the format they were created. Please also include details of the Commonwealth Record Series and file number (control symbol).

If the record/s are digital copies or in a digital format, please contact me to discuss delivery options. Do not email digital records.

If the record/s contains any security classification markers, please contact me to discuss delivery options.

If no records are located, or they have been destroyed

If no records can be located in response to the application, please advise the National Archives of the details of the searches that were undertaken to locate the record for example:

- * Search terms used to locate relevant records in EDRMS systems
- * EDRMS and databases searched, and
- * The details of any physical control records searched e.g. index cards.

If records relevant to the application have been destroyed, please advise the

- * Records Authority number (or Administrative Functions Disposal Authorities (AFDA), Functional Records Disposal Authorities (FRDA), *General records authorities* (GRAs) *Records Disposal Authorities* (RDAs), *Records Disposal Schedules* (RDS, General Disposal Authorities and General Disposal Schedules (GDA/GDS))
- * the class the records were sentenced under, and
- * the date of destruction

If you have any questions regarding this request contact **s. 47F(1)** on **s. 47F(1)** . **For all email correspondence in relation to this request please send to: referencetransfers@naa.gov.au**

Thank you
Reference Transfers

s. 47F(1)
Team Leader Research Centre
Reference Strategy and Policy



s. 47F(1)
s. 47F(1) [@naa.gov.au](mailto:referencetransfers@naa.gov.au)
Ngunnawal and Ngambri Country
Kings Avenue, Parkes ACT
PO Box 4924 Kingston ACT 2604 | naa.gov.au

National Archives of Australia acknowledges the Traditional Owners and Custodians of Country throughout Australia and acknowledges their continuing connection to land, sea and community. We pay our respects to the people, their cultures and Elders past, present and emerging.

OFFICIAL

s. 22(1)(a)(ii)


From: s. 22(1)(a)(ii)
Sent: Mondav. 21 Julv 2025 12:10 PM
To: s. 22(1)(a)(ii)
Cc: Foi; Information Management
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

Hi ^{s. 22(1)(a)(ii)},

s. 47F(1) and handed over to me recent Archives Act s40 applications for access to information referred to the department. She did not, however, send me the original email that included the attachment pertaining to **Access job No. 2025/663123** received by the FOI mailbox on Friday, 27 June 2025 8:17 AM. Could you please forward this to me?

I'll correspond with the Archives' Reference Transfers team and ask they forward s40 applications to DAFF's Information Management team from now on.

Regards,
^{s. 22(1)(a)(ii)}

s. 22(1)(a)(ii)
Assistant Director | Information Management
☐ s. 22(1)(a)(ii)
 [Chat with me in Teams](#)

Department of Agriculture, Fisheries and Forestry
Digital Platforms and Products Branch | Digital Services Division
Ngunnawal Country
Agriculture House, 70 Northbourne Ave, Canberra ACT 2601
GPO Box 858, Canberra ACT 2601

agriculture.gov.au



Acknowledgement of Country

We acknowledge the Traditional Custodians of Australia and their connection to land and sea, waters, environment and community. We pay our respects to the Traditional Custodian of the lands we live on, and their Elders past and present.

Protecting our Country, Growing our Future (Agriculture, Fisheries, and Forestry motifs)
© Amy Allerton, contemporary Aboriginal Artist of the Gumbaynggirr, Bundjalung and Gamilaroi nations.

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 18 July 2025 2:42 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Here is the second one, ^{s. 22(1)(a)(ii)}

Regards

s. 22(1)(a)(ii) (she/her)

Director|Information Management |s. 22(1)(a)(ii)
Department of Agriculture, Fisheries and Forestry
Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 27 June 2025 4:58 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Ah perfect thanks s. 22(1)(a)(ii) appreciate your prompt response.

Hope you have a good weekend, and let me know if there is anything needed from us or anything we should be doing to help with it next week.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry
s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 27 June 2025 4:45 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

We are the right contact 🟡 - - 😊

Regards

s. 22(1)(a)(ii) (she/her)

Director|Information Management |s. 22(1)(a)(ii)
Department of Agriculture, Fisheries and Forestry
Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 27 June 2025 4:24 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

Just reaching out about an email we received from the NAA about a section 40 application.

I wanted to check if your team has handled one of these in the past, before I gave s. 47F(1) a call. We haven't dealt with these in our space before, so I wasn't too sure.

Please let me know if there is a different contact I should reach out to about this.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)
A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry
s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 47F(1) @naa.gov.au> **On Behalf Of** reference transfers
Sent: Friday, 27 June 2025 8:17 AM
To: Foi <foi@aff.gov.au>
Subject: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

You don't often get email from referencetransfers@naa.gov.au. [Learn why this is important](#)

OFFICIAL

Our Reference: 2025/1857; 2025/663123

**Department of Agriculture, Fisheries and Forestry
Information Management**

**Request under Section 40 of the Archives Act 1983
for Records Not Recorded in Archival Custody (NRA)**

On **6 June 2025**, a researcher applied under Section 40 of the *Archives Act* 1983, for open period records. Please see attachments for details.

Legislative background

Section 40 Applications for access to records

(1) This section applies in relation to an application to the Archives for access, or for an extension of partial access, to a record referred to in section 31

Section 31 (1A) This section applies to a Commonwealth record that:

- (a) is in the open access period; and*
- (b) is in the care of the Archives or in the custody of a Commonwealth institution; and*
- (c) is not an exempt record.*

Section 31(2) requires agencies that have custody of open period records to make whatever arrangements are necessary to enable the Archives to meet its obligations in Section 31(1).

If records are located

If records are located that match the application they should be transferred to the Team Leader Research Centre at the National Archives in Canberra. Please enclose a covering letter titled '**Temporary reference transfer for Section 40 Application**' and quote our **Access Application Job no. 2025/663123**.

Our preference is to receive any records located in the format they were created. Please also include details of the Commonwealth Record Series and file number (control symbol).

If the record/s are digital copies or in a digital format, please contact me to discuss delivery options. Do not email digital records.

If the record/s contains any security classification markers, please contact me to discuss delivery options.

If no records are located, or they have been destroyed

If no records can be located in response to the application, please advise the National Archives of the details of the searches that were undertaken to locate the record for example:

- * Search terms used to locate relevant records in EDRMS systems
- * EDRMS and databases searched, and
- * The details of any physical control records searched e.g. index cards.

- If records relevant to the application have been destroyed, please advise the

- * Records Authority number (or Administrative Functions Disposal Authorities (AFDA), Functional Records Disposal Authorities (FRDA), *General records authorities* (GRAs) *Records Disposal Authorities* (RDAs), *Records Disposal Schedules* (RDS, General Disposal Authorities and General Disposal Schedules (GDA/GDS))
- * the class the records were sentenced under, and
- * the date of destruction

If you have any questions regarding this request contact **s. 47F(1)** on **s. 47F(1)**. **For all email correspondence in relation to this request please send to: referencetransfers@naa.gov.au**

Thank you
Reference Transfers

s. 47F(1)

Team Leader Research Centre
Reference Strategy and Policy



s. 47F(1)

[@naa.gov.au](mailto:naa@naa.gov.au)

Ngunnawal and Ngambri Country
Kings Avenue, Parkes ACT
PO Box 4924 Kingston ACT 2604 | naa.gov.au

National Archives of Australia acknowledges the Traditional Owners and Custodians of Country throughout Australia and acknowledges their continuing connection to land, sea and community. We pay our respects to the people, their cultures and Elders past, present and emerging.

OFFICIAL

s. 22(1)(a)(ii)

From: s. 22(1)(a)(ii)
Sent: Monday, 21 July 2025 12:18 PM
To: s. 22(1)(a)(ii)
Cc: Foi; Information Management
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]
Attachments: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

Thank you for your email. I have attached the original email for you.

That sounds good thank you. We had received a second one that I had forwarded to s. 22(1)(a)(ii) as well. Let me know if you need a copy of that one too.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry

s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Monday, 21 July 2025 12:10 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Cc: Foi <foi@aff.gov.au>; Information Management <Information.Management@aff.gov.au>
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii),

s. 47F(1) and handed over to me recent Archives Act s40 applications for access to information referred to the department. She did not, however, send me the original email that included the attachment pertaining to **Access job No. 2025/663123** received by the FOI mailbox on Friday, 27 June 2025 8:17 AM. Could you please forward this to me?

I'll correspond with the Archives' Reference Transfers team and ask they forward s40 applications to DAFF's Information Management team from now on.

Regards,

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Assistant Director | Information Management

☐ s. 22(1)(a)(ii)

 [Chat with me in Teams](#)

Department of Agriculture, Fisheries and Forestry

Digital Platforms and Products Branch | Digital Services Division

Ngunnawal Country

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601

GPO Box 858, Canberra ACT 2601

agriculture.gov.au



Acknowledgement of Country

We acknowledge the Traditional Custodians of Australia and their connection to land and sea, waters, environment and community.

We pay our respects to the Traditional Custodian of the lands we live on, and their Elders past and present.

Protecting our Country, Growing our Future (Agriculture, Fisheries, and Forestry motifs)

© Amy Allerton, contemporary Aboriginal Artist of the Gumbaynggirr, Bundjalung and Gamilaroi nations.

OFFICIAL

From: s. 22(1)(a)(ii)

@aff.gov.au>

Sent: Friday, 18 July 2025 2:42 PM

To: s. 22(1)(a)(ii)

@aff.gov.au>

Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Here is the second one, s. 22(1)(a)(ii)

Regards

s. 22(1)(a)(ii) (she/her)

Director|Information Management |s. 22(1)(a)(ii)

Department of Agriculture, Fisheries and Forestry

Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: s. 22(1)(a)(ii)

@aff.gov.au>

Sent: Friday, 27 June 2025 4:58 PM

To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Ah perfect thanks s. 22(1)(a)(ii) appreciate your prompt response.

Hope you have a good weekend, and let me know if there is anything needed from us or anything we should be doing to help with it next week.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)
A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry
s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 27 June 2025 4:45 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

We are the right contact s. 22(1)(a)(ii) - - ~

Regards
s. 22(1)(a)(ii) (she/her)
Director|Information Management |s. 22(1)(a)(ii)
Department of Agriculture, Fisheries and Forestry
Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 27 June 2025 4:24 PM

To: s. 22(1)(a)(ii) @aff.gov.au
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

Just reaching out about an email we received from the NAA about a section 40 application.

I wanted to check if your team has handled one of these in the past, before I gave s. 47F(1) a call. We haven't dealt with these in our space before, so I wasn't too sure.

Please let me know if there is a different contact I should reach out to about this.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry
s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 47F(1) @naa.gov.au On Behalf Of reference transfers
Sent: Friday, 27 June 2025 8:17 AM
To: Foi <foi@aff.gov.au>
Subject: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

You don't often get email from referencetransfers@naa.gov.au. [Learn why this is important](#)

OFFICIAL

Our Reference: 2025/1857; 2025/663123

**Department of Agriculture, Fisheries and Forestry
Information Management**

**Request under Section 40 of the Archives Act 1983
for Records Not Recorded in Archival Custody (NRA)**

On **6 June 2025**, a researcher applied under Section 40 of the *Archives Act* 1983, for open period records.
Please see attachments for details.

Legislative background

Section 40 Applications for access to records

(1) This section applies in relation to an application to the Archives for access, or for an extension of partial access, to a record referred to in section 31

Section 31 (1A) This section applies to a Commonwealth record that:

- (a) is in the open access period; and*
- (b) is in the care of the Archives or in the custody of a Commonwealth institution; and*
- (c) is not an exempt record.*

Section 31(2) requires agencies that have custody of open period records to make whatever arrangements are necessary to enable the Archives to meet its obligations in Section 31(1).

If records are located

If records are located that match the application they should be transferred to the Team Leader Research Centre at the National Archives in Canberra. Please enclose a covering letter titled '**Temporary reference transfer for Section 40 Application**' and quote our **Access Application Job no. 2025/663123**.

Our preference is to receive any records located in the format they were created. Please also include details of the Commonwealth Record Series and file number (control symbol).

If the record/s are digital copies or in a digital format, please contact me to discuss delivery options.

Do not email digital records.

If the record/s contains any security classification markers, please contact me to discuss delivery options.

If no records are located, or they have been destroyed

If no records can be located in response to the application, please advise the National Archives of the details of the searches that were undertaken to locate the record for example:

- * Search terms used to locate relevant records in EDRMS systems
- * EDRMS and databases searched, and
- * The details of any physical control records searched e.g. index cards.

If records relevant to the application have been destroyed, please advise the

- * Records Authority number (or Administrative Functions Disposal Authorities (AFDA), Functional Records Disposal Authorities (FRDA), *General records authorities* (GRAs) *Records Disposal Authorities* (RDAs), *Records Disposal Schedules* (RDS, General Disposal Authorities and General Disposal Schedules (GDA/GDS))
- * the class the records were sentenced under, and
- * the date of destruction

If you have any questions regarding this request contact **s. 47F(1)** on **s. 47F(1)** . **For all email correspondence in relation to this request please send to: referencetransfers@naa.gov.au**

Thank you
Reference Transfers

s. 47F(1)
Team Leader Research Centre
Reference Strategy and Policy



s. 47F(1)
s. 47F(1) [@naa.gov.au](mailto:referencetransfers@naa.gov.au)
Ngunnawal and Ngambri Country
Kings Avenue, Parkes ACT
PO Box 4924 Kingston ACT 2604 | naa.gov.au

National Archives of Australia acknowledges the Traditional Owners and Custodians of Country throughout Australia and acknowledges their continuing connection to land, sea and community. We pay our respects to the people, their cultures and Elders past, present and emerging.

OFFICIAL

s. 22(1)(a)(ii)

From: s. 47F(1) @naa.gov.au> on behalf of reference transfers
<referencetransfers@naa.gov.au>
Sent: Friday, 27 June 2025 8:17 AM
To: Foi
Subject: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]
Attachments: 2025_00663123 CA 9615.docx

You don't often get email from referencetransfers@naa.gov.au. [Learn why this is important](#)

OFFICIAL

Our Reference: 2025/1857; 2025/663123
Department of Agriculture, Fisheries and Forestry
Information Management

**Request under Section 40 of the Archives Act 1983
for Records Not Recorded in Archival Custody (NRA)**

On **6 June 2025**, a researcher applied under Section 40 of the *Archives Act* 1983, for open period records.
Please see attachments for details.

Legislative background

Section 40 Applications for access to records

(1) This section applies in relation to an application to the Archives for access, or for an extension of partial access, to a record referred to in section 31

Section 31 (1A) This section applies to a Commonwealth record that:

- (a) is in the open access period; and*
- (b) is in the care of the Archives or in the custody of a Commonwealth institution; and*
- (c) is not an exempt record.*

Section 31(2) requires agencies that have custody of open period records to make whatever arrangements are necessary to enable the Archives to meet its obligations in Section 31(1).

If records are located

If records are located that match the application they should be transferred to the Team Leader Research Centre at the National Archives in Canberra. Please enclose a covering letter titled '**Temporary reference transfer for Section 40 Application**' and quote our **Access Application Job no. 2025/663123**.

Our preference is to receive any records located in the format they were created. Please also include details of the Commonwealth Record Series and file number (control symbol).

If the record/s are digital copies or in a digital format, please contact me to discuss delivery options. Do not email digital records.

If the record/s contains any security classification markers, please contact me to discuss delivery options.

If no records are located, or they have been destroyed

If no records can be located in response to the application, please advise the National Archives of the details of the searches that were undertaken to locate the record for example:

- * Search terms used to locate relevant records in EDRMS systems
- * EDRMS and databases searched, and
- * The details of any physical control records searched e.g. index cards.

If records relevant to the application have been destroyed, please advise the

- * Records Authority number (or Administrative Functions Disposal Authorities (AFDA), Functional Records Disposal Authorities (FRDA), *General records authorities* (GRAs) *Records Disposal Authorities* (RDAs), *Records Disposal Schedules* (RDS, General Disposal Authorities and General Disposal Schedules (GDA/GDS))
- * the class the records were sentenced under, and
- * the date of destruction

If you have any questions regarding this request contact **s. 47F(1)** on **s. 47F(1)** **For all email correspondence in relation to this request please send to: referencetransfers@naa.gov.au**

Thank you
Reference Transfers

s. 47F(1)

Team Leader Research Centre
Reference Strategy and Policy



s. 47F(1)

s. 47F(1)

[@naa.gov.au](mailto:referencetransfers@naa.gov.au)

Ngunnawal and Ngambri Country

Kings Avenue, Parkes ACT

PO Box 4924 Kingston ACT 2604 | naa.gov.au

National Archives of Australia acknowledges the Traditional Owners and Custodians of Country throughout Australia and acknowledges their continuing connection to land, sea and community. We pay our respects to the people, their cultures and Elders past, present and emerging.

OFFICIAL



APPLICATION FOR ACCESS

Application details

Access application job no: 2025/00663123
Application type: Fast-track for researcher
Reference inquiry job no: NAA1/00424153
Agency controlling: CA 9615
Date submitted: 06-Jun-2025
Date due: 14-Oct-2025
Reference officer: s. 47F(1)

Client Details

Comment: Located in A2974/26, withdrawn permanently from NAA on 29/May/2009. Potentially located in Box 9 of this consignment

Item Details

Series: A2974 **Control Symbol:** 70/1777 **Barcode:** 15797867
Title: s. 11C(1)(a)
Access status: **Date of decision:**

Date Completed:

Completed by:

s. 22(1)(a)(ii)

From: s. 22(1)(a)(ii)
Sent: Monday, 21 July 2025 2:02 PM
To: s. 22(1)(a)(ii)
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

Hi s. 22(1)(a)(ii),

Thank you for the attachment for Access job No. 2025/663123 – much appreciated.

All good - I have the necessary documentation for the other s40 application you forwarded s. 22(1)(a)(ii).

Cheers,
s. 22(1)(a)(ii)

s. 22(1)(a)(ii)
Assistant Director | Information Management
📧 s. 22(1)(a)(ii)
💬 [Chat with me in Teams](#)

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Monday, 21 July 2025 12:18 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Cc: Foi <foi@aff.gov.au>; Information Management <Information.Management@aff.gov.au>
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

Thank you for your email. I have attached the original email for you.

That sounds good thank you. We had received a second one that I had forwarded to s. 22(1)(a)(ii) as well. Let me know if you need a copy of that one too.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)
A/g Principal Legal Officer | Information and Employment Law
Information, Litigation, Employment and Commercial Law Branch | Legal Division
Department of Agriculture, Fisheries and Forestry
s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia
GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 22(1)(a)(ii) <@aff.gov.au>
Sent: Monday, 21 July 2025 12:10 PM
To: s. 22(1)(a)(ii) <@aff.gov.au>
Cc: Foi <foi@aff.gov.au>; Information Management <Information.Management@aff.gov.au>
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]


OFFICIAL

Hi ^{s. 22(1)(a)(ii)},

s. 47F(1) and handed over to me recent Archives Act s40 applications for access to information referred to the department. She did not, however, send me the original email that included the attachment pertaining to **Access job No. 2025/663123** received by the FOI mailbox on Friday, 27 June 2025 8:17 AM. Could you please forward this to me?

I'll correspond with the Archives' Reference Transfers team and ask they forward s40 applications to DAFF's Information Management team from now on.

Regards,
^{s. 22(1)(a)(ii)}

s. 22(1)(a)(ii)
Assistant Director | Information Management
☐ s. 22(1)(a)(ii)
 [Chat with me in Teams](#)

Department of Agriculture, Fisheries and Forestry
Digital Platforms and Products Branch | Digital Services Division

Ngunnawal Country
Agriculture House, 70 Northbourne Ave, Canberra ACT 2601
GPO Box 858, Canberra ACT 2601

agriculture.gov.au



Acknowledgement of Country

We acknowledge the Traditional Custodians of Australia and their connection to land and sea, waters, environment and community. We pay our respects to the Traditional Custodian of the lands we live on, and their Elders past and present.

Protecting our Country, Growing our Future (Agriculture, Fisheries, and Forestry motifs)

© Amy Allerton, contemporary Aboriginal Artist of the Gumbaynggirr, Bundjalung and Gamilaroi nations.

OFFICIAL

From: s. 22(1)(a)(ii) <@aff.gov.au>
Sent: Friday, 18 July 2025 2:42 PM
To: s. 22(1)(a)(ii) <@aff.gov.au>
Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Here is the second one, ^{s. 22(1)(a)(ii)}

Regards

^{s. 22(1)(a)(ii)}

Director|Information Management |^{s. 22(1)(a)(ii)}

Department of Agriculture, Fisheries and Forestry

Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: ^{s. 22(1)(a)(ii)}

@aff.gov.au>

Sent: Friday, 27 June 2025 4:58 PM

To: ^{s. 22(1)(a)(ii)}

@aff.gov.au>

Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Ah perfect thanks ^{s. 22(1)(a)(ii)}  appreciate your prompt response.

Hope you have a good weekend, and let me know if there is anything needed from us or anything we should be doing to help with it next week.

Regards

^{s. 22(1)(a)(ii)}

^{s. 22(1)(a)(ii)}

A/g Principal Legal Officer | Information and Employment Law

Information, Litigation, Employment and Commercial Law Branch | Legal Division

Department of Agriculture, Fisheries and Forestry

^{s. 22(1)(a)(ii)} | ^{s. 22(1)(a)(ii)}

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia

GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: ^{s. 22(1)(a)(ii)}

@aff.gov.au>

Sent: Friday, 27 June 2025 4:45 PM

To: ^{s. 22(1)(a)(ii)}

@aff.gov.au>

Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi ^{s. 22(1)(a)(ii)}

We are the right contact 🟡 - - 😊

Regards

s. 22(1)(a)(ii) (she/her)

Director|Information Management |s. 22(1)(a)(ii)

Department of Agriculture, Fisheries and Forestry

Digital Platforms and Products | Digital Services Division

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia

OFFICIAL

From: s. 22(1)(a)(ii)

@aff.gov.au>

Sent: Friday, 27 June 2025 4:24 PM

To: s. 22(1)(a)(ii)

@aff.gov.au>

Subject: FW: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 22(1)(a)(ii)

Just reaching out about an email we received from the NAA about a section 40 application.

I wanted to check if your team has handled one of these in the past, before I gave s. 47F(1) a call. We haven't dealt with these in our space before, so I wasn't too sure.

Please let me know if there is a different contact I should reach out to about this.

Regards

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

A/g Principal Legal Officer | Information and Employment Law

Information, Litigation, Employment and Commercial Law Branch | Legal Division

Department of Agriculture, Fisheries and Forestry

s. 22(1)(a)(ii) | s. 22(1)(a)(ii)

Agriculture House, 70 Northbourne Ave, ACT, 2600, Australia

GPO Box 858, Canberra, ACT, 2601, Australia

This email and any attachments may contain information subject to legal professional privilege or information that is otherwise sensitive or confidential. If you are not the intended recipient of this email, you are prohibited from using or disseminating this communication. If you have received this communication in error please notify the sender immediately and permanently delete this email.

OFFICIAL

From: s. 47F(1)

@naa.gov.au> On Behalf Of reference transfers

Sent: Friday, 27 June 2025 8:17 AM

To: Foi <foi@aff.gov.au>

Subject: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

You don't often get email from referencetransfers@naa.gov.au. [Learn why this is important](#)

OFFICIAL

Our Reference: 2025/1857; 2025/663123

**Department of Agriculture, Fisheries and Forestry
Information Management**

**Request under Section 40 of the Archives Act 1983
for Records Not Recorded in Archival Custody (NRA)**

On **6 June 2025**, a researcher applied under Section 40 of the *Archives Act* 1983, for open period records. Please see attachments for details.

Legislative background

Section 40 Applications for access to records

(1) This section applies in relation to an application to the Archives for access, or for an extension of partial access, to a record referred to in section 31

Section 31 (1A) This section applies to a Commonwealth record that:

- (a) is in the open access period; and*
- (b) is in the care of the Archives or in the custody of a Commonwealth institution; and*
- (c) is not an exempt record.*

Section 31(2) requires agencies that have custody of open period records to make whatever arrangements are necessary to enable the Archives to meet its obligations in Section 31(1).

If records are located

If records are located that match the application they should be transferred to the Team Leader Research Centre at the National Archives in Canberra. Please enclose a covering letter titled '**Temporary reference transfer for Section 40 Application**' and quote our **Access Application Job no. 2025/663123**.

Our preference is to receive any records located in the format they were created. Please also include details of the Commonwealth Record Series and file number (control symbol).

If the record/s are digital copies or in a digital format, please contact me to discuss delivery options. Do not email digital records.

If the record/s contains any security classification markers, please contact me to discuss delivery options.

If no records are located, or they have been destroyed

If no records can be located in response to the application, please advise the National Archives of the details of the searches that were undertaken to locate the record for example:

- * Search terms used to locate relevant records in EDRMS systems
- * EDRMS and databases searched, and
- * The details of any physical control records searched e.g. index cards.

- If records relevant to the application have been destroyed, please advise the

- * Records Authority number (or Administrative Functions Disposal Authorities (AFDA), Functional Records Disposal Authorities (FRDA), *General records authorities* (GRAs) *Records Disposal Authorities* (RDAs), *Records Disposal Schedules* (RDS, General Disposal Authorities and General Disposal Schedules (GDA/GDS))
- * the class the records were sentenced under, and
- * the date of destruction

If you have any questions regarding this request contact **s. 47F(1)** on **s. 47F(1)** . **For all email correspondence in relation to this request please send to:** referencetransfers@naa.gov.au

Thank you
Reference Transfers

s. 47F(1)

Team Leader Research Centre
Reference Strategy and Policy



s. 47F(1)

s. 47F(1)

[@naa.gov.au](mailto:naa.gov.au)

Ngunnawal and Ngambri Country

Kings Avenue, Parkes ACT

PO Box 4924 Kingston ACT 2604 | naa.gov.au

National Archives of Australia acknowledges the Traditional Owners and Custodians of Country throughout Australia and acknowledges their continuing connection to land, sea and community. We pay our respects to the people, their cultures and Elders past, present and emerging.

OFFICIAL

s. 22(1)(a)(ii)

From: s. 22(1)(a)(ii)
Sent: Tuesday, 22 July 2025 11:18 AM
To: s. 47F(1) Records NSW
Cc: s. 22(1)(a)(ii)
Subject: Request to check contents of carton / s. 22(1)(a)(ii)

Hi s. 47F(1),

Check carton for a file

I'm sending this request to you directly rather than through the Gateway as I'm uncertain the file I'm seeking is in this carton – it's a bit of fishing expedition. Could you please arrange to check the contents of the carton for me and see if the file I'm seeking is within?

- Carton: **CBR00404790**
- File details:

Record no. (on cover)	Title	DAFF CM record no.
70/1777 or P70/1777	HISTORY s. 11C(1)(a)	AFFAP1970/001777

If the file is in the box, can you please arrange for it to be retrieved and digitised for me?

Please note this carton is part of the s. 22(1)(a)(ii) work, so if it's pulled from the shelf it could perhaps be added to that pile regardless of the outcome of finding the file I'm looking for.

s. 22(1)(a)(ii)

Thanks,
s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Assistant Director | Information Management

□ s. 22(1)(a)(ii)

 [Chat with me in Teams](#)

Department of Agriculture, Fisheries and Forestry

Digital Platforms and Products Branch | Digital Services Division

Ngunnawal Country

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601

GPO Box 858, Canberra ACT 2601

agriculture.gov.au

**Acknowledgement of Country**

We acknowledge the Traditional Custodians of Australia and their connection to land and sea, waters, environment and community.

We pay our respects to the Traditional Custodian of the lands we live on, and their Elders past and present.

Protecting our Country, Growing our Future (Agriculture, Fisheries, and Forestry motifs)

© Amy Allerton, contemporary Aboriginal Artist of the Gumbaynggirr, Bundjalung and Gamilaroi nations.

Information Management

From: s. 22(1)(a)(ii)
Sent: Monday, 21 July 2025 3:37 PM
To: s. 47F(1) ; reference transfers
Cc: Foi; Information Management
Subject: DAFF contact for Archives Act Section 40 Applications for access to records [SEC=OFFICIAL]

Categories:

s. 22(1)(a)(ii)

OFFICIAL

Hi s. 47F(1),

The last couple of NAA s40 applications referred to DAFF were sent to our FOI team, who kindly forwarded them on to then Director Information Management, given our team are best placed to respond to s40 applications.

Could you please arrange for future s40 applications for DAFF to be sent to the Information Management team at the following email address, Information.Management@aff.gov.au?

I'll be responded to you shortly on access jobs 2025/663123, s. 22(1)(a)(ii)


Thanks,

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Assistant Director | Information Management

☐ s. 22(1)(a)(ii)

 [Chat with me in Teams](#)

Department of Agriculture, Fisheries and Forestry

Digital Platforms and Products Branch | Digital Services Division

Ngunnawal Country

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601

GPO Box 858, Canberra ACT 2601

agriculture.gov.au



Acknowledgement of Country

We acknowledge the Traditional Custodians of Australia and their connection to land and sea, waters, environment and community. We pay our respects to the Traditional Custodian of the lands we live on, and their Elders past and present.

Protecting our Country, Growing our Future (Agriculture, Fisheries, and Forestry motifs)

© Amy Allerton, contemporary Aboriginal Artist of the Gumbaynggirr, Bundjalung and Gamilaroi nations.

OFFICIAL

s. 22(1)(a)(ii)

From: s. 47F(1)
Sent: Wednesday, 23 July 2025 2:17 PM
To: s. 22(1)(a)(ii)
Cc: s. 22(1)(a)(ii)
Subject: RE: Request to check contents of carton / s. 22(1)(a)(ii)
[SEC=OFFICIAL]

Hi s. 22(1)(a)(ii)

As discussed, File was not in carton.

s. 22(1)(a)(ii)

Regards

s. 47F(1)

s. 47F(1)
Digital Solutions Specialist

grace:
information

Grace Records Management (Australia) Pty Ltd

s. 47F(1)
a: 54 Sawmill Circuit, Hume ACT 2620
p: 1300 164 614 w: grace.com.au/information

This message contains confidential information and is intended only for the intended recipients. If you are not an intended recipient you should not disseminate, distribute or copy this email. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system.

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Tuesday, 22 July 2025 11:18 AM
To: s. 47F(1) ; Records NSW <recordsnsw@grace.com.au>
Cc: s. 22(1)(a)(ii) @aff.gov.au>
Subject: Request to check contents of carton / s. 22(1)(a)(ii) [SEC=OFFICIAL]

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

OFFICIAL

Hi s. 47F(1)

Check carton for a file

I'm sending this request to you directly rather than through the Gateway as I'm uncertain the file I'm seeking is in this carton – it's a bit of fishing expedition. Could you please arrange to check the contents of the carton for me and see if the file I'm seeking is within?

- Carton: **CBR00404790**

- File details:

Record no. (on cover)	Title	DAFF CM record no.
70/1777 or P70/1777	s. 11C(1)(a)	AFFAP1970/001777

If the file is in the box, can you please arrange for it to be retrieved and digitised for me?

Please note this carton is part of the s. 22(1)(a)(ii) work, so if it's pulled from the shelf it could perhaps be added to that pile regardless of the outcome of finding the file I'm looking for.

s. 22(1)(a)(ii)

Thanks,

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Assistant Director | Information Management

☐ s. 22(1)(a)(ii)

[Chat with me in Teams](#)

Department of Agriculture, Fisheries and Forestry

Digital Platforms and Products Branch | Digital Services Division

Ngunnawal Country

Agriculture House, 70 Northbourne Ave, Canberra ACT 2601

GPO Box 858, Canberra ACT 2601

agriculture.gov.au



Acknowledgement of Country

We acknowledge the Traditional Custodians of Australia and their connection to land and sea, waters, environment and community.

We pay our respects to the Traditional Custodian of the lands we live on, and their Elders past and present.

Protecting our Country, Growing our Future (Agriculture, Fisheries, and Forestry motifs)

© Amy Allerton, contemporary Aboriginal Artist of the Gumbaynggirr, Bundjalung and Gamilaroi nations.

OFFICIAL

----- IMPORTANT - This email and any attachments have been issued by the Commonwealth of Australia (Commonwealth). The material transmitted is for the use of the intended recipient only and may contain confidential, legally privileged, copyright or personal information. You should not copy, use or disclose it without authorisation from the Commonwealth. It is your responsibility to check any attachments for viruses and defects before opening or forwarding them. If you are not an intended recipient, please contact the sender of this email at once by return email and then delete both messages. Unintended recipients must not copy, use, disclose, rely on or publish this email or attachments. The Commonwealth is not liable for any loss or damage resulting from unauthorised use or dissemination of, or any reliance on, this email or attachments. If you have received this e-mail

as part of a valid mailing list and no longer want to receive a message such as this one, advise the sender by return e-mail accordingly. This notice should not be deleted or altered -----