

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

From: s. 47F(1) s. 47F(1)
Sent: Friday, 19 September 2025 11:40 AM
To: s. 22(1)(a)(ii)
Cc: s. 22(1)(a)(ii) s. 22(1)(a)(ii)
Subject: RE: Possible Grace site visit to search for DAFF file [SEC=OFFICIAL]

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

Excellent news.

Let me know how I can help.

s. 47F(1)

s. 47F(1)
s. 47F(1)

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

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From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 19 September 2025 11:38 AM
To: s. 47F(1) s. 47F(1)
Cc: s. 22(1)(a)(ii) @aff.gov.au>; s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: Possible Grace site visit to search for DAFF file [SEC=OFFICIAL]

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OFFICIAL

Hi s. 47F(1)

We managed to find the file from the boxes delivered yesterday. (more luck than skill). We'll let you know if we can secure funds to catalogue more cartons.

Regards

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

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

Digital Platforms and Products | Digital Services Division

Department of Agriculture, Fisheries and Forestry

Agriculture House

GPO Box 858, Canberra ACT 2601

OFFICIAL

From: s. 47F(1) s. 47F(1)

Sent: Wednesday, 10 September 2025 12:07 PM

To: s. 22(1)(a)(ii) [@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>

Cc: s. 22(1)(a)(ii) [@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>; s. 22(1)(a)(ii) [@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>

Subject: RE: Possible Grace site visit to search for DAFF file [SEC=OFFICIAL]

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

After searching the carton, it did not contain Pers Records (AFFA records were within carton)

You mention that s. 22(1)(a)(ii) has limited to 400 cartons.

We do have scope at present to pull and catalogue those cartons if you have room in your budget.

I could organise to bill over a couple of months if that helps for budgeting.

Regards

s. 47F(1)

s. 47F(1)

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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

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From: s. 22(1)(a)(ii) [@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>

Sent: Monday, 1 September 2025 4:33 PM

To: s. 47F(1) s. 47F(1)

Subject: FW: Possible Grace site visit to search for DAFF file [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)}

As discussed on the phone we think the personnel file would be in a small brown box with Consignment number A2974/26, possibly have box 9 written on the box. It will either have a surname range or record number range. The surname is ^{s. 22(1)(a)(ii)} and record number is 70/1777. From our consignment list the range may say ^{s. 22(1)(a)(ii)} to ^{s. 22(1)(a)(ii)} or 70/1586 to 70/1787

The consignment looks like it was withdrawn from the NAA on 20 May 2009 so was sent to Grace after that. The boxes may have gone to DAFF's Fyshwick site after that if so it may have been sent to Grace around October 2017

DEPARTMENT OF PRIMARY INDUSTRY PERSONAL HISTORY FILES				
8	P	70/1424	^{s. 22(1)(a)(ii)}	
8	P	70/1424	^{s. 22(1)(a)(ii)}	
8	P	70/1458	^{s. 22(1)(a)(ii)}	
8	P	70/1461	^{s. 22(1)(a)(ii)}	
8	P	70/1484	^{s. 22(1)(a)(ii)}	
8	P	70/1538	^{s. 22(1)(a)(ii)}	
8	P	70/1540	^{s. 22(1)(a)(ii)}	
8	P	70/1561	^{s. 22(1)(a)(ii)}	
8	P	70/1585	^{s. 22(1)(a)(ii)}	
9	P	70/1586	^{s. 22(1)(a)(ii)}	
9	P	70/1617	^{s. 22(1)(a)(ii)}	
9	P	70/1663	^{s. 22(1)(a)(ii)}	
9	P	70/1763	^{s. 22(1)(a)(ii)}	
9	P	70/1777	^{s. 22(1)(a)(ii)}	
9	P	70/1787	^{s. 22(1)(a)(ii)}	
10	P	70/1818	^{s. 22(1)(a)(ii)}	

A2974/26
p. 2/22

Regards

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

Digital Platforms and Products | Digital Services Division
Department of Agriculture, Fisheries and Forestry
Agriculture House
GPO Box 858, Canberra ACT 2601

OFFICIAL

From: ^{s. 22(1)(a)(ii)}
Sent: Wednesday, 27 August 2025 3:43 PM
To: ^{s. 47F(1)} ^{s. 47F(1)}
Subject: FW: Possible Grace site visit [SEC=OFFICIAL]

Hey ^{s. 47F(1)}

Can you advise of any charges we'd incur if we were to visit to view the pallets the boxes were placed on as part of the recently aborted cataloguing project?

Might be a straightforward task if I can walk around each pallet and the box information is visible externally.

Regards

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

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

Digital Platforms and Products | Digital Services Division

Department of Agriculture, Fisheries and Forestry

Agriculture House

GPO Box 858, Canberra ACT 2601

From: s. 22(1)(a)(ii) <[s.22\(1\)\(a\)\(ii\)@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>
Sent: Wednesday, 27 August 2025 1:07 PM
To: s. 22(1)(a)(ii) <[s.22\(1\)\(a\)\(ii\)@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>
Cc: s. 22(1)(a)(ii) <[s.22\(1\)\(a\)\(ii\)@aff.gov.au](mailto:s.22(1)(a)(ii)@aff.gov.au)>
Subject: Grace site visit re s. 22(1)(a)(ii) file search [SEC=OFFICIAL]

OFFICIAL

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

Can you please consult with s. 47F(1) about the feasibility, and any costs involved, of you doing a site visit to Grace to sight the palletised cartons that were retrieved for the since abandoned cataloguing project? This is for the slim hope you might be able to identify a box or run of boxes withdrawn from the Archives by the department 16 years ago, and is because the search for the s. 22(1)(a)(ii) file has arisen again - we got another Archives s40 application for the file late in June, and we got hit with an FOI request recently in relation to our handling of that S40 application.

Details about the file and the withdrawn Archives consignment which may be apparent on the outside of cartons which may help locate the file.

- Title: s. 22(1)(a)(ii) or **HISTORY** s. 22(1)(a)(ii)
- NAA Control Symbol: **70/01777**
 - o n.b. physical file could have either 'P' prefix or an 'H' prefix
- CRS series/consignment number: **A2974/26**
- File should be in **Box 9** of the consignment according to a comment in the s40 application, and based on the consignment transfer documentation on file: **AFFAS1983/000732 | DISPOSAL AND ACCESSION OF PERSONAL HISTORY FILES (A2974)**

n.b. the file in question is in CM as Record Number: **AFFAP1970/001777** | ... **HISTORY** s. 22(1)(a)(ii)

There is also a possibility we may request Grace to catalogue one of the pallets of cartons that was pulled for the cataloguing project, but this would depend on what useful identifying information you could get from sighting the cartons.

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](#)

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.

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

From: s. 22(1)(a)(ii)
Sent: Mondav. 1 September 2025 5:20 PM
To: s. 22(1)(a)(ii) s. 22(1)(a)(ii)
Subject: FW: Possible Grace site visit to search for DAFF file [SEC=OFFICIAL]
Attachments: grace_inventory_with_object_codes.csv

OFFICIAL

Hello

See below emails of my corro with s. 47F(1) He'll call me tomorrow about it.

See attached - I sorted our unknown inventory list by addDate (column 0) and then filtered by box size C03 added to column AQ. C03 should be the correct box size IMO

Didn't notice any promising sign of when the box went to Grace which is what s. 47F(1) said would be most helpful. If either of you think you can unwrap this enigma go for it.

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

OFFICIAL

From: s. 22(1)(a)(ii)
Sent: Monday, 1 September 2025 4:33 PM
To: s. 47F(1) s. 47F(1)
Subject: FW: Possible Grace site visit to search for DAFF file [SEC=OFFICIAL]

Hi s. 47F(1)

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8	P	70/1540	s. 22(1)(a)(ii)	
8	P	70/1561	s. 22(1)(a)(ii)	
8	P	70/1585	s. 22(1)(a)(ii)	
9	P	70/1586	s. 22(1)(a)(ii)	
9	P	70/1617	s. 22(1)(a)(ii)	
9	P	70/1663	s. 22(1)(a)(ii)	
9	P	70/1763	s. 22(1)(a)(ii)	
9	P	70/1777	s. 22(1)(a)(ii)	
9	P	70/1787	s. 22(1)(a)(ii)	
9	P	70/1818	s. 22(1)(a)(ii)	

A2974/26
p. 2/22

Regards

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

Digital Platforms and Products | Digital Services Division
Department of Agriculture, Fisheries and Forestry
Agriculture House
GPO Box 858, Canberra ACT 2601

From: s. 22(1)(a)(ii)
Sent: Wednesday, 27 August 2025 3:43 PM
To: s. 47F(1) s. 47F(1)
Subject: FW: Possible Grace site visit [SEC=OFFICIAL]

Hey ^{s. 47F(1)}

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Agriculture House
GPO Box 858, Canberra ACT 2601

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Wednesday, 27 August 2025 1:07 PM
To: s. 22(1)(a)(ii) @aff.gov.au>

Cc: **s. 22(1)(a)(ii)** @aff.gov.au>
Subject: Grace site visit re **s. 22(1)(a)(ii)** file search [SEC=OFFICIAL]

OFFICIAL

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

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- CRS series/consignment number: **A2974/26**
- File should be in **Box 9** of the consignment according to a comment in the s40 application, and based on the consignment transfer documentation on file: **AFFAS1983/000732 | DISPOSAL AND ACCESSION OF PERSONAL HISTORY FILES (A2974)**

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There is also a possibility we may request Grace to catalogue one of the pallets of cartons that was pulled for the cataloguing project, but this would depend on what useful identifying information you could get from sighting the cartons.

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](#)

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



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

OFFICIAL

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

From: s. 22(1)(a)(ii)
Sent: Monday, 8 September 2025 11:09 AM
To: reference transfers
Cc: s. 22(1)(a)(ii)
Subject: NAA Containers information re S40 Application for Access job No. 2025/663123
[SEC=OFFICIAL]
Attachments: altCode values possibly NAA Containers.xlsx

Hi s. 47F(1)

I've had no success in locating the s. 22(1)(a)(ii) personnel file, Control Symbol: **70/1777** (or DAFF CM Record Number **AFFAP1970/001777 NO CLASSIFICATION - HISTORY** s. 22(1)(a)(ii) referred to in s40 application **job no. 2025/663123**.

This file did come to the attention of the department in a previous s40 application, **job no. 2023/00281233**. The response from the department to you at the time, on 14 August 2023 (via the AccessExamination.Helpdesk@naa.gov.au mailbox) included **AFFAP1970/001777 NO CLASSIFICATION - HISTORY** s. 22(1)(a)(ii) in a list of files located in our recordkeeping system, however, the location for it was advised as being at the *National Archives of Australia (NAA)*. Sometime after the response to that application it was realised by the Information Management team that this file was not actually at the Archives but instead was part of consignment A2974/26 which had been withdrawn from the Archives by the department in May 2009.

This consignment is assumed to be among a tranche of cartons the department has in secondary storage with unknown content. To address this volume of cartons, and partially to locate the s. 22(1)(a)(ii) file in particular, a project was commissioned in 2024 to catalogue the contents of around 1,600 cartons. Unfortunately, no files from consignment A2974/26 were encountered during this project.

We had planned on another cataloguing project this year but regrettably could not proceed with it due to budgeting issues.

I do know, based on information from the original transfer proposal paperwork from 1991, that the s. 22(1)(a)(ii) file is in Box 9 of 114 boxes of consignment A2974/26. However, with no other contextual data – either in our recordkeeping system or in secondary storage inventory data – it is difficult to identify the carton in secondary storage that the s. 47F(1) file may be in.

There is, however, in the secondary storage inventory data a column against some cartons that has what appears to me could be NAA Container barcode values (see attached). If these are indeed NAA Containers, are you able to provide me with any further information from an Archives database about them which may help identify withdrawn NAA consignments (and possibly help locate the s. 22(1)(a)(ii) file)? I note we're approaching the due date for this application (4 October 2025), so would appreciate a prompt reply about the NAA Containers in case I still need follow other avenues to locate the s. 22(1)(a)(ii) file.

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

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

Assistant Director | Information Management

□ s. 22(1)(a)(ii)

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

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

From: s. 47F(1) s. 47F(1)

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)**

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: Thursday, 11 September 2025 8:47 AM
To: s. 22(1)(a)(ii)
Cc: s. 22(1)(a)(ii)
Subject: Order Grace cartons for retrieval - search for consignment A2974/26 files

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

s. 22(1)(a)(ii) and I had another discussion late yesterday on options to locate the s. 22(1)(a)(ii) file from consignment A2974/26, Box 9 for an Archives s40 job.

Rather than wait upon Archives to respond to me with information on the 260-odd Grace container altCode values that look like NAA Container barcode values, we figured to just get in a sample run of those cartons.

Can you please order in the 20 cartons from Grace listed below?

barcode

47G(1)(a)

I can accept delivery on whatever day they come.

Once they arrive it would be good if you could come into the office an extra day or so to go through these and update their contents. I reckon there is a strong chance that whatever's in them is already in CM, so you'll just need to identify them in CM rather than create any records.

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](#)

Subject to third party review rights

Subject to third party review rights

Archived: Tuesday, 7 October 2025 3:32:46 PM
From: s. 22(1)(a)(ii)
Sent: Fri, 12 Sep 2025 03:30:13
To: s. 22(1)(a)(ii) s. 22(1)(a)(ii)
Cc: s. 22(1)(a)(ii)
Subject: RE: NAA Containers from Grace [SEC=OFFICIAL]
Importance: Normal
Sensitivity: None

OFFICIAL

It'll be interesting to see how easy it is to match them up against records in CM (let's hope they're registered). Just goes to show that we can't make assumptions about orderly ingestion of boxes into storage.

I might come in next Tuesday instead of Wednesday and maybe we can have a bit of a test run s. 22(1)(a)(ii) s. 22(1)(a)(ii) – are you interested in helping confirm files-box registrations?

Cheers

s. 22(1)(a)(

OFFICIAL

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Friday, 12 September 2025 12:43 PM
To: s. 22(1)(a)(ii) @aff.gov.au>; s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: NAA Containers from Grace [SEC=OFFICIAL]

OFFICIAL

Hi,

The NAA containers from Grace have been delivered. It's a varied collection. There are boxes from 17 different consignments comprising nine different records series. Only one is for series A2974 (consignment no. A2974/T3).





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

Assistant Director | Information Management

□ s. 22(1)(a)(ii)

 [Chat with me in Teams](#)

OFFICIAL

From: s. 22(1)(a)(ii) [@aff.gov.au](#)>
Sent: Thursday, 11 September 2025 3:44 PM
To: s. 22(1)(a)(ii) [@aff.gov.au](#)>; s. 22(1)(a)(ii) [@aff.gov.au](#)>
Subject: RE: NAA Containers information re S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Well – you have at least identified some NAA files – and hopefully, it should be fairly quick to match files to containers. It's all part of a long term project to know where our records are, so it is not lost effort at all!

OFFICIAL

From: s. 22(1)(a)(ii) [@aff.gov.au](#)>
Sent: Thursday, 11 September 2025 3:08 PM
To: s. 22(1)(a)(ii) [@aff.gov.au](#)>; s. 22(1)(a)(ii) [@aff.gov.au](#)>
Subject: FW: NAA Containers information re S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi,

Advice from Archives on the Grace altCode/NAA Barcode matches is not promising for the s. 22(1)(a)(ii) file hunt as the numbers provided are from other A2974 consignments.

Possibly still some benefit to processing the 20 cartons ordered from Grace today likely to contain files from Consignment Number **A2974T/19** (70 files in CM), and **A2974/T11** (244 files in CM).

I'll try sampling Grace cartons in a run **without** apparent NAA Barcode references for the next lucky dip.

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

OFFICIAL

From: s. 47F(1) s. 47F(1) **On Behalf Of** reference transfers
Sent: Thursday, 11 September 2025 1:57 PM
To: s. 22(1)(a)(ii) [@aff.gov.au](#)>
Subject: RE: NAA Containers information re S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

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

I had a bit of a look at the container barcode list. It seems that most of the barcodes are part of transfers from A2974T19 and A2974T11.

It looks like we withdrew the 20m of A2974/26 under 1 barcode, B10093232, which isn't on the list. Most of the items in this consignment were undescribed and not linked to containers so there isn't much information.

There will probably be a 9 written in pencil on the lid of the container to identify it as box 9 of 114.

Thanks,

s. 47F(1) **OFFICIAL**

From: s. 22(1)(a)(ii) <@aff.gov.au>
Sent: Monday, 8 September 2025 11:09 AM
To: reference transfers <referencetransfers@naa.gov.au>
Cc: s. 22(1)(a)(ii) <@aff.gov.au>
Subject: NAA Containers information re S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

Hi s. 47F(1)

I've had no success in locating the s. 22(1)(a)(ii) personnel file, Control Symbol: **70/1777** (or DAFF CM Record Number **AFFAP1970/001777 NO CLASSIFICATION - HISTORY** s. 22(1)(a)(ii)) referred to in s40 application **job no. 2025/663123**.

This file did come to the attention of the department in a previous s40 application, **job no. 2023/00281233**. The response from the department to you at the time, on 14 August 2023 (via the AccessExamination.Helpdesk@naa.gov.au mailbox) included **AFFAP1970/001777 NO CLASSIFICATION - HISTORY** s. 22(1)(a)(ii) in a list of files located in our recordkeeping system, however, the location for it was advised as being at the *National Archives of Australia (NAA)*. Sometime after the response to that application it was realised by the Information Management team that this file was not actually at the Archives but instead was part of consignment A2974/26 which had been withdrawn from the Archives by the department in May 2009.

This consignment is assumed to be among a tranche of cartons the department has in secondary storage with unknown content. To address this volume of cartons, and partially to locate the s. 22(1)(a)(ii) file in particular, a project was commissioned in 2024 to catalogue the contents of around 1,600 cartons. Unfortunately, no files from consignment A2974/26 were encountered during this project.

We had planned on another cataloguing project this year but regrettably could not proceed with it due to budgeting issues.

I do know, based on information from the original transfer proposal paperwork from 1991, that the s. 22(1)(a)(ii) file is in Box 9 of 114 boxes of consignment A2974/26. However, with no other contextual data – either in our recordkeeping system or in secondary storage inventory data – it is difficult to identify the carton in secondary storage that the s. 22(1)(a)(ii) file may be in.

There is, however, in the secondary storage inventory data a column against some cartons that has what appears to me could be NAA Container barcode values (see attached). If these are indeed NAA Containers, are you able to provide me with any further information from an Archives database about them which may help identify withdrawn NAA consignments (and possibly help locate the s. 22(1)(a)(ii) file)? I note we're approaching the due date for this application (4 October 2025), so would appreciate a prompt reply about the NAA Containers in case I still need follow other avenues to locate the s. 22(1)(a)(ii) file.

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

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

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 continuing connection to land and sea, waters, environment and community.

We pay our respects to the Traditional Custodian of the lands we live and work 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. 47F(1) s. 47F(1) **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]

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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)

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

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

From: s. 22(1)(a)(ii)
Sent: Tuesdav. 16 September 2025 10:55 AM
To: s. 22(1)(a)(ii)
Cc: s. 22(1)(a)(ii) s. 22(1)(a)(ii)
Subject: Grace - order 45 cartons for delivery Thurs, 18 Sept to Ag House

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

Can you please order in another 45 cartons from Grace for delivery Thursday?

n.b. it would be a good idea if we can try and keep our trolley relatively clear and ready to go on the day. There's another long flatbed trolley that should be available on level 2 in the 'Wellness Room' too.

Carton list and reason for retrieval below.

barcode	A2974/26 hunt (and other 'empties')
s. 47G(1)(a)	find the s. 22(1)(a)(ii) 'golden ticket' (Box 9 of A2974/26)
	find the s. 22(1)(a)(ii) 'golden ticket' (Box 9 of A2974/26)
	other confirmation that s. 47G(1)(a) = CM Box Number BOXPxxx
	find s. 22(1)(a)(ii) file ~ s. 47G(1)(a) = CM Box Number BOXP155
	other confirmation that s. 47G(1)(a) = CM Box Number BOXPxxx
	other confirmation that s. 47G(1)(a) = CM Box Number BOXPxxx
	find the s. 22(1)(a)(ii) 'golden ticket' (Box 9 of A2974/26)
	find the s. 22(1)(a)(ii) 'golden ticket' (Box 9 of A2974/26)
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s. 47G(1)(a)

find the

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

'golden ticket' (Box 9 of A2974/26)

find the

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'golden ticket' (Box 9 of A2974/26)

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find the

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

'golden ticket' (Box 9 of A2974/26)

determine what the 440 cartons added October 2019 w NB references in the Grace altCode column (e.g. NB

Thanks,

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

Subject to third party review rights

Subject to third party review rights

Subject to third party review rights

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

From: s. 22(1)(a)(ii)
Sent: Thursday, 18 September 2025 2:22 PM
To: 'reference transfers'
Cc: s. 22(1)(a)(ii) s. 22(1)(a)(ii)
Subject: RE: S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]
Attachments: Temporary reference transfer for s40 application for access - Job no. 2025_663123.docx

Hi s. 47F(1)

Thank you for the information on the NAA Containers. It did help narrow the search for the s. 22(1)(a)(ii) file somewhat. While still very much a matter of luck, I am pleased to report that we found it.

AFFAP1970/001777 NO CLASSIFICATION - HISTORY s. 22(1)(a)(ii)

My colleague, s. 22(1)(a)(ii) will drop the file off to you at the Research Centre in Parkes this afternoon by 3:00 pm (along with a file for Access job No. 2025/816626)

Attached is a copy of the covering letter *Temporary reference transfer for s40 application for access - Job no. 2025_663123.docx* which I will enclose with the file.

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](#)

From: s. 47F(1) s. 47F(1) **On Behalf Of** reference transfers
Sent: Thursday, 11 September 2025 1:57 PM
To: s. 22(1)(a)(ii) @aff.gov.au>
Subject: RE: NAA Containers information re S40 Application for Access job No. 2025/663123 [SEC=OFFICIAL]

OFFICIAL

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There will probably be a 9 written in pencil on the lid of the container to identify it as box 9 of 114.

Thanks,

s. 47F(1) **OFFICIAL**

From: s. 22(1)(a)(ii) @aff.gov.au>
Sent: Monday, 8 September 2025 11:09 AM
To: reference transfers <referencetransfers@naa.gov.au>

Cc: **s. 22(1)(a)(ii)** @aff.gov.au>

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

OFFICIAL

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I've had no success in locating the **s. 22(1)(a)(ii)** personnel file, Control Symbol: **70/1777** (or DAFF CM Record Number **AFFAP1970/001777 NO CLASSIFICATION - HISTORY s. 22(1)(a)(ii)**) referred to in s40 application **job no. 2025/663123**.

This file did come to the attention of the department in a previous s40 application, **job no. 2023/00281233**. The response from the department to you at the time, on 14 August 2023 (via the AccessExamination.Helpdesk@naa.gov.au mailbox) included **AFFAP1970/001777 NO CLASSIFICATION - HISTORY s. 22(1)(a)(ii)** in a list of files located in our recordkeeping system, however, the location for it was advised as being at the *National Archives of Australia (NAA)*. Sometime after the response to that application it was realised by the Information Management team that this file was not actually at the Archives but instead was part of consignment A2974/26 which had been withdrawn from the Archives by the department in May 2009.

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I do know, based on information from the original transfer proposal paperwork from 1991, that the **s. 22(1)(a)(ii)** file is in Box 9 of 114 boxes of consignment A2974/26. However, with no other contextual data – either in our recordkeeping system or in secondary storage inventory data – it is difficult to identify the carton in secondary storage that the **s. 22(1)(a)(ii)** file may be in.

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Regards,

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

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

Assistant Director | Information Management

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

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



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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. 47F(1) s. 47F(1)

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)

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

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File ref: 2025/006496E-01

18 September 2025

s. 47F(1)
Team Leader Research Centre
National Archives of Australia
Kings Avenue, Parkes ACT

Dear **s. 47F(1)**

Temporary reference transfer for Section 40 Application - Access Application Job no. 2025/663123

Detailed below is the file located by DAFF for the above-mentioned s40 access application for temporary reference transfer to the Archives.

Record no (DAFF)	Control Symbol (NAA)	Title	Security	CRS
AFFAP1970/001777	70/1777	NO CLASSIFICATION - HISTORY s. 22(1)(a)(ii)	IN-CONFIDENCE	A2974

Yours sincerely

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

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

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

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

From: s. 22(1)(a)(ii)
Sent: Monday, 14 August 2023 3:59 PM
To: AccessExamination.Helpdesk@naa.gov.au
Cc: s. 22(1)(a)(ii)
Subject: S40 Application for Access job 2023/281233, 2023/281272 [SEC=OFFICIAL]
Attachments: 2023_00281233.docx; 2023_00281272.docx; NAA S40 application for access job 2023 281233 and 2023 281272.xlsx

Good Afternoon s. 47F(1)

I can advise that in relation to the NAA s40 Application for access jobs 2023/281233 and 2023/281272, the Department of Agriculture has not been able to locate the records requested.

A search of Content Manager (the department's EDRMS) which manages paper and electronic repositories was undertaken, using the following key terms:

1. s. 22(1)(a)(i)
2. s. 22(1)(a)(ii)
3. s. 22(1)(a)(ii)
4. s. 22(1)(a)(ii)
5. s. 22(1)(a)(ii)
6. s. 22(1)(a)(ii)

The attached spreadsheet lists the results that these searches produced. Please let us know if any of these files would meet your request requirements. Due to resourcing constraints in the department, we have limited capacity to undertake audits to identify any files in storage which may not be fully indexed.

Regards

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

Director, Information Management Section
 Digital Platforms and Products, Digital Services Division

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

Department of Agriculture, Fisheries and Forestry
 Agriculture House, 70 Northbourne Ave, ACT
 Agriculture.gov.au

From: s. 47F(1) s. 47F(1) **On Behalf Of** reference transfers
Sent: Friday, July 7, 2023 8:35 AM
To: Information Management <Information.Management@agriculture.gov.au>
Cc: Access Examination Helpdesk <AccessExamination.Helpdesk@naa.gov.au>
Subject: S40 Application for Access job 2023/281233, 2023/281272 [SEC=OFFICIAL]

OFFICIAL

Our reference: 2022/618; 2023/281233, 2023/281272

Records Manager

Information Management Section

Department of Agriculture, Fisheries and Forestry

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

On 29 June 2023, a researcher applied under Section 40 of the *Archives Act* 1983, for open period records. Please see attachments for details.

Legislative background

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- 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 and Description Services



s. 47F(1)
s. 47F(1)
Kings Avenue, Parkes ACT 2600
PO Box 4924 Kingston ACT 2604 | naa.gov.au

We acknowledge and pay our respects to the traditional custodians of this land and celebrate their ongoing culture and contribution to society.

OFFICIAL



APPLICATION FOR ACCESS

Application details

Access application job no: 2023/00281233
Application type: Fast-track for researcher
Reference inquiry job no: NAA1/00374921
Agency controlling: CA 9640
Date submitted: 29-Jun-2023
Date due: 03-Nov-2023
Reference officer: **s. 47F(1)**

Client Details

PIN: 390228

Item Details

Series: A2005 Control Symbol: Barcode: 14689206
Title: **s. 22(1)(a)(ii)**
Access status: Date of decision:

Record Type	Record Number	Title (Structured Part)	Title (Free Text Part)	Assignee / Current Location
PAPER FILE (Thesaurus Titling)	AFFAL1988/000176		CONSULTANCY s. 22(1)(a)(ii) ADMINISTRATION CONSULTANCY s. 22(1)(a)(ii) HARMONISATION OF PESTICIDEREGISTRATION	Destroyed Records
PAPER FILE (Free Text Titling)	AFFAGL1987/000026		PESTICIDE TOPICS GRAIN PROTECTANTS s. 22(1)(a)(ii)	Missing File
PAPER FILE (Free Text Titling)	AFFAGL1988/001316			Missing File
PERSONNEL /COMPENSATION /ALLOWANCES (Paper)	AFFAP1970/001777	NO CLASSIFICATION	HISTORY s. 22(1)(a)(ii)	National Archives of Australia (NAA)
PAPER FILE (Thesaurus Titling)	AFFA01/5211	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5213	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5214	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5210	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5209	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5208	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Free Text Titling)	AFFAL1988/001316		PESTICIDE TOPICS GRAIN PROTECTANTS s. 22(1)(a)(ii)	Deactivated Organisation Units
PAPER FILE (Free Text Titling)	AFFAS1986/001739		ENGAGEMENT OF CONSULTANT s. 22(1)(a)(ii)	Destroyed Records

Record Type	Record Number	Title (Structured Part)	Title (Free Text Part)	Assignee / Current Location
PERSONNEL /COMPENSATION /ALLOWANCES (Paper)	AFFAP1970/001777	NO CLASSIFICATION	HISTORY s. 22(1)(a)(ii)	National Archives of Australia (NAA)
PAPER FILE (Thesaurus Titling)	AFFA01/5208	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5209	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5210	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5211	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5213	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records
PAPER FILE (Thesaurus Titling)	AFFA01/5214	PERSONNEL - ARRANGEMENTS - Travel	Overseas Visits - s. 22(1)(a)(ii)	Destroyed Records