

Freedom of Information Act 1982 (Cth)

APPROVAL AND AUTHORISATION

I, Anna Booth, the Fair Work Ombudsman appointed under section 687 of the *Fair Work Act 2009 (Cth)* (**FW Act**) and principal officer within the meaning of the *Freedom of Information Act 1982 (Cth)* (**FOI Act**), revoke all previous approvals and authorisations made under the FOI Act relating to the Office of the Fair Work Ombudsman (**FWO**) and approve the following arrangements under subsections 10A(1) and 23(1) of the FOI Act:

Freedom of information requests

1. Subject to the direction below, I authorise each person who from time to time occupies, performs the duties of, or holds the following positions within the FWO to make decisions in respect of requests made to the FWO under the FOI Act:
 - Executive Level 1 - within the Information Governance team
 - Executive Level 2 - within the Information Governance team
 - SES Band 1
 - SES Band 2

Information Publication Scheme

2. In respect of the FWO's obligations under Part II of the FOI Act, I authorise:
 - a. The Executive Level 2 officer within the Information Governance team to perform or exercise the powers and functions under Part II of the FOI Act (information publication scheme).

Directions

3. In respect of applications for internal review made pursuant to Part VI of the FOI Act, I direct that:
 - a. The officer appointed to conduct the internal review must be at least one classification level higher than the original decision maker, at the time of issuing the notice of decision on internal review.
 - b. Where this is not reasonably practicable, the officer appointed to conduct the internal review must be at least the same classification level as the original decision maker, at the time of issuing the notice of decision on internal review.
4. In respect of the FWO's obligations under Part II of the FOI Act, I direct that:
 - a. The Executive Level 2 officer within the Information Governance team is responsible for the FWO's compliance with the information publication scheme, including that the information published by the FWO under the scheme is kept accurate, up-to-date and complete.

5. In respect of documents or information obtained under a FWO notice issued pursuant to section 712AB of the FW Act I direct that:

- a. Before making a decision, exercising a power, or performing a function under the FOI Act related to disclosure of documents or information produced or given by a person in compliance with a FWO notice, the authorised officer must consult with a person who has the power to apply for a FWO notice under section 712AA of the FW Act about the proposed decision, exercise of power or performance of a function.
- b. This direction does not apply to those authorised officers who are officers with the power or delegation to apply for a FWO notice under section 712AA of the FW Act.

This instrument takes effect on and from the date of signing.

Dated: 4/9/23



Anna Booth
Fair Work Ombudsman