



**Australian Government**  
**Department of Defence**  
Defence Support and Reform Group

Ministerial and Information  
Management Branch  
Department of Defence

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Our reference: FOI 333/13/14

[REDACTED]  
By email: [REDACTED]

Dear [REDACTED]

#### **NOTICE OF DECISION ON FREEDOM OF INFORMATION REQUEST**

1. I refer to your email of 24 March 2014, in which you requested access, under the *Freedom of Information Act 1982* (FOI Act), to:

*“Any documents [with the exception of the listed documents within sub-sub para d (i) through to (v)], that relate to the processing of the nomination for the HOSM for Operations SHADDOCK, PLES DRAI and AUSINDO JAYA made by MAJGEN Cosgrove, with the Recommendation of the HOSM to the afore-said Operations via MAJGEN Hartley to the Office of the Chief of the Army and subsequent decision-making at the Committee of Service Chiefs (COSC).*

*2. Any advice either written, verbal or in minutes of COSC meetings from the Directorate of Defence Honours & Awards (DH&A), relating to the awarding of the HOSM to ADF members who served on Operations SHADDOCK, PLES DRAI & AUSINDO JAYA.*

*3. The Military Threat Assessment (MTA) for the deployment of Operations SHADDOCK, PLES DRAI & AUSINDO JAYA*

*4. Pre-Deployment instructions for COMASC, units and members who deployed to Operations SHADDOCK, PLES DRAI & AUSINDO JAYA.*

*5. Post Operational Reports from the COMASC's of Operations SHADDOCK, PLES DRAI & AUSINDO JAYA.*

*6. The Department of Defence Policy for the awarding of the HOSM to members of the ADF for retrospective ADF Disaster Relief Operations or Humanitarian Relief Operations dated 2000.”*

### Revised scope of request

2. On 4 April 2014, you kindly revised the scope of your request to:

*"1. Any advice, or correspondence, or decision either written, or minutes of COSC meetings to or from the Directorate of Defence Honours & Awards (DH&A), relating to the awarding of the HOSM to ADF members who served on Operations SHADDOCK, PLES DRAI & AUSINDO JAYA. [Formerly Point 2 of original FOI application less "Verbal"]. I recommend that this would have occurred between 1998-2000.*

*2. Any documents to and from the Directorate of Defence Honours & Awards [DH&A], that has been produced in order to brief the CDF, Minister or the Prime Minister and Cabinet [Honours and Symbols Office], relating to the award of the HOSM to ADF members of Operations SHADDOCK, PLES DRAI & AUSINDO JAYA."*

### Background

3. On 4 April 2014, our office wrote to you to advise of the preliminary assessment of charges associated with your request. The statutory processing time for the request was suspended on this date. A copy of your receipt acknowledging your payment of the required deposit was received in this office on 23 April 2014 - the processing time recommenced on this day. As such, the statutory processing time for your request expires on 11 May 2014.

4. I note that the above mentioned due date is a Sunday, in accordance with the FOI Guidelines issued by the Australian Information Commissioner, if the last day for notifying a decision falls on a Saturday, Sunday or a public holiday, the timeframe will expire on the first day following which is none of those days. As such, the due date for you to receive a response expires on 12 May 2014.

5. The purpose of this letter is to provide you with the decision relating to the documents that are the subject of your request.

### FOI decision maker

6. Mrs H Gouzvaris, Director of Honours and Awards, is the authorised officer pursuant to section 23 of the FOI Act, in relation to your request.

### Documents identified

7. Mrs Gouzvaris identified 12 documents as matching the description of your request. The details of those documents are listed in the schedule of documents, at Enclosure 1. A copy of the documents approved for release is at Enclosure 2. Please note that for ease of reference and for the purposes of processing this request, Mrs Gouzvaris has added the FOI Item Number on each of the documents, which corresponds with the schedule.

### Decision

8. Mrs Gouzvaris has decided to release all identified documents, intact.

### Material taken into account

9. In making her decision Mrs Gouzvaris had regard to:

- a. the content of the identified documents in issue;
- b. relevant provisions in the FOI Act; and

- c. the *Guidelines published by the Office of the Australian Information Commissioner under section 93A of the FOI Act* (the Guidelines).

**Payment of Charges**

10. In our letter, dated 4 April 2014, after deducting free decision making time, the department estimated the cost associated with processing your request to be [REDACTED]. You agreed to pay charges for the administration of your request, and this office received confirmation of your payment of the required deposit of [REDACTED] on 23 April 2014.

11. Upon completion of your request, after deducting the free decision making time, the actual amount for processing your request was calculated to be [REDACTED]. The remaining balance is the difference between the actual charges and the deposit you have already made. However, in this instance, Mrs M. Davidson Assistant Director FOI, has decided not to impose the FOI processing charge for the remaining balance [REDACTED] as the amount is minimal and the administrative cost of processing the payment would outweigh the collectable charge.

**Rights of review**

12. The FOI Act provides for rights of review of decisions. A copy of the fact sheet, "Freedom of Information – Your Review Rights" is at Enclosure 3.

**FOI Disclosure Log**

13. In accordance with the requirements of section 11C of the FOI Act, Defence is required to publish details of information released under the FOI Act. Defence will publish the identified documents relating to this request within five working days of receipt by you. Defence will also publish this decision notice with privacy deletions.

**Further advice**

14. The FOI Act may be accessed online at:  
<http://www.comlaw.gov.au/Details/C2011C00803>.

15. All departmental action on your request is now complete. Should you have any questions in regard to this matter please contact this office.

Yours sincerely

[REDACTED]

John Peterson  
Case Officer  
Freedom of Information

5 May 2014

**Enclosures:**

1. Schedule of documents
2. Documents approved for release
3. Fact Sheet: Freedom of Information – Your Review Rights