



About Australian Reinsurance Pool Corporation

Freedom of Information

The objective of the Freedom of Information Act 1982 (FOI Act) is to provide access to, and encourage proactive disclosure of, information created and held by the Commonwealth Government and its agencies.

FOI requests (FOI)

- Under the FOI Act, you can request access to Agency documents by making a Freedom of Information request (FOI request).
- Requests for information must be in writing (can be emailed); state that it is an application under the FOI Act; provide a return address; and be sent to ARPC. Requests can be made anonymously or under a different name.
- ARPC needs to acknowledge that it has received the request within 14 days of receipt and must respond to requests within 30 days of the receipt of request with either a granting or refusal of the request. The time to decide can be extended upon agreement, to allow ARPC to consult a third party, if the request is too complex or large, or if charges have not been paid.
- ARPC may impose a reasonable charge on an FOI applicant in accordance with the FOI Act and Charges Regulations.

Information Publication Scheme (IPS) and Agency Plan

The Information Publication Scheme (IPS) has been established under *Freedom of*



Information Act 1982 (FOI Act). The IPS requires Australian Government Agencies to publish a broad range of information on their websites and to have a published an [Agency Plan](#) to explain how the IPS is administered.

The Agency Plan describes what information ARPC will publish; how it will publish this information; and how it will comply with the requirements of the IPS, as required by s 8(1) of the FOI Act.

Who we are

- Organisational chart
 - [PDF– 400 KB](#)
- [Statutory appointments](#)
- [Leadership team](#)
- [ARPC Values](#)

What we do

- [Legislative functions](#)
- [The Act](#)
- [The Scheme](#)

Our reports and responses to Parliament

- [Annual report](#)
- [Corporate Plan](#)
- [Senate Orders](#)

Routinely requested information and disclosure log

ARPC is required by Section 11C of the *Freedom of Information Act 1982* to publish a disclosure log on its website. The disclosure log lists information which has been released in response to an FOI access request.

- 30 November 2018 – Attached are documents released under FOI relating to:
 - Statistics of number and value claims made to ARPC for the period 30 June 2003 to 30 June 2018
 - [PDF – 580KB](#)
 - The decision and costs to move ARPC offices from Canberra to Sydney
 - [PDF – 1MB](#)
- 2003-2013 – ARPC received only one FOI request under the FOI Act 2013-2014 which was subsequently withdrawn due to the information being already available



on ARPC's website.

Consultation arrangements

ARPC invites public comment on ARPC's reviews, consultations and discussions papers. There are currently no consultations taking place.

Public Interest Disclosure

The *Public Interest Disclosure Act 2013* (PID Act) promotes integrity and accountability in the Australian public sector by encouraging the disclosure of information about suspected wrongdoing. It protects public officials who make disclosures and requires that agencies take action. The emphasis of the scheme is on disclosures being made and investigated within government. The PID Act is not intended to replace existing processes for dealing with workplace grievances and misconduct, such as bullying and harassment, but rather to supplement them. For further information on ARPC's PID Policy, including details on who can make a disclosure, what can be reported and how to do so, please read the ARPC [Public Information Disclosure Policy](#). For further information about the *Public Interest Disclosure Act 2013*, see www.ombudsman.gov.au.

Our workplace policies and plans

- [ARPC's code of conduct](#)
- [Summary of conditions of service for ARPC staff](#)

Our finances

- [ARPC pay and grading structures](#)

Our communications

- [Media releases](#)
- [Newsletters](#)

Our submissions

ARPC has to this date, not made submissions to Parliamentary committees and other agencies.

ARPC invites comment on IPS

Comments on ARPC's IPS information holdings and whether they are easily discoverable, understandable and machine-readable can be provided to ARPC. ARPC will arrange to make documents available in alternative forms upon request where possible.



Contact information

To contact ARPC regarding Freedom of Information and Information Publication Scheme, or Privacy related matters please use the details below.

Email: enquiries@arpc.gov.au **Telephone:** 02 8223 6777

Address: Australian Reinsurance Pool Corporation, PO Box Q1432, Queen Victoria Building, NSW, 1230.