



Headquarters
New Zealand Defence Force
Defence House
Private Bag 39997
Wellington Mail Centre
Lower Hutt 5045
New Zealand

OIA-2024-5232

January 2025

[Redacted]
[Redacted]

Dear [Redacted]

I refer to your email of 15 November 2024 to the Office of Hon Chris Penk, requesting the following information under the Official Information Act 1982 (OIA):

- 1. The number of all Ministerial/Departmental items that have been received by your office and your Ministries/Departments from 15 May 2024 until 15 November 2024. Please break these down by workflow: e.g. Ministerial Correspondence, Departmental Official Information Act Requests, etc.*
- 2. The standard timeframes set by your office for response, broken down by workflow (e.g. 14 working days for a Ministry to complete an OIA request and send to the Minister's Office for final sign-off, 28 working days to complete and dispatch to requestor the response to Ministerial Correspondence, etc.).*
- 3. The number of Ministerial/Departmental items that were completed late at any stage of the process (e.g. an item was late to be sent to the Minister's Office or was late to be sent to the requestor). Please also specify by how many days these items were overdue.*
- 4. The number of Ministerial/Departmental items that required and were granted an extension. Please also specify by how many days an extension was granted.*

Parts 1,3, and 4 were transferred to the New Zealand Defence Force (NZDF) under section 14 of the OIA. The NZDF only centrally records the number of items produced for the Minister for Veterans, data is not created with respect to number of working days involved or whether or not an extension was notified.

Between 15 May and 15 November 2024 (inclusive), the NZDF produced the following for the Minister for Veterans: eight draft responses to requests for information under the OIA; 31 draft responses to correspondence; 143 draft answers to written parliamentary questions; 40 briefings to the Minister; and, one draft response to a complaint received by the Office of the Ombudsman.

You have the right, under section 28(3) of the OIA, to ask an Ombudsman to review this response to your request. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Please note that responses to official information requests are proactively released where possible. This response to your request will be published shortly on the NZDF website, with your personal information removed.

Yours sincerely

GA Motley

Brigadier

Chief of Staff HQNZDF