



Application for Access to Documents

under the *Freedom of Information Act WA 1992* (s.12) (FOI Act)

Applicant Details		
Title (Mr, Ms, Mrs, Dr, etc.):	First name: Hanyu	Last name: Liu
Preferred name: Hanyu	Phone:	Email: helloluna520@gmail.com
Postal Address (for receipt of notices under s. 12(1)(c) of the FOI Act, provide a postal address in Australia):		Organisation (If you are seeking access to document/s on behalf of another person or organisation, a signed and dated statement of authority must be included with the application)
Information Type (choose one only)		
<input type="checkbox"/> Personal Information (no fee)	<p>A request for access to documents containing your personal information only; can include your name, identifying details, contact information, personal images or other identifying matter.</p> <p><input type="checkbox"/> Attached are two forms of personal identification.</p>	
<input checked="" type="checkbox"/> Non-personal Information (\$30)	<p>A request for access to documents containing information that is not limited to your personal information.</p> <p><input type="checkbox"/> Attached is a cheque/money order for the application fee.</p> <p>OR</p> <p><input checked="" type="checkbox"/> Electronic payment of the application fee has been made via Bpoint link  CTRL + CLICK on icon link.</p> <p>Provide your name as the reference. Receipt number is:55121389715</p>	
Scope of FOI Application		
Subject matter of the request: FOI Application – Designated Inspector Oversight and Transparency (2023–2025)		
Date/s or range of dates of requested document/s: 10/July /2025		
<p>Details of document/s being requested: <i>(Please provide specific information to identify relevant documents and refrain from using descriptive terms that are all encompassing such as 'all documents relating/pertaining to'. Attach additional sheets if necessary)</i></p> <p>Scope of Application:</p>		
<p>Pursuant to the Freedom of Information Act 1992 (WA), I request access to the following specific categories of documents held by DPIRD and AWAC (Animal Welfare Advisory Committee):</p>		

1. AWAC oversight records of Designated Inspectors (DIs)

All AWAC documents produced since 1 January 2023, strictly limited to meeting minutes, agendas, recommendations, briefing notes, or formal correspondence that explicitly discuss or address the oversight, effectiveness, transparency, accountability, or audit of Designated Inspector (DI) activities, data collection practices, or enforcement outcomes under the Animal Welfare Act 2002.

- If no such documents exist, please explicitly confirm that AWAC has not discussed or addressed DI oversight in any formal capacity since January 2023.

2. DPIRD internal risk assessments regarding DI data deficiencies

Any internal DPIRD memoranda, policy papers, risk assessments, internal audits, or management briefings produced since 1 January 2023, specifically addressing the identified absence, non-collection, loss, or inability to produce inspection or enforcement outcome data relating to Designated Inspectors (DIs). This includes any documented risks, compliance issues, governance concerns, or accountability implications arising from DPIRD's failure or inability to maintain and demonstrate effective DI oversight.

- If no such documents exist, please explicitly state whether DPIRD has undertaken any formal internal evaluation or risk management steps in response to these known data deficiencies.

3. Current DPIRD policies or procedures governing Designated Inspector (DI) operations

The current and complete version (as at 9 July 2025) of any DPIRD Standard Operating Procedure (SOP), policy, formal departmental instruction, operational manual, guideline, or standardised form/template that directly governs or prescribes the conduct of DI inspections, enforcement activities, data collection methods, record-keeping obligations, or the internal and external reporting requirements regarding DI enforcement outcomes.

- If no formal SOP, policy, manual or procedure exists, please explicitly confirm how DIs currently fulfil their statutory obligations in practice, including how inspections, data and accountability are managed and documented.

Additional notes:

- Please exclude any third-party personal/private information not directly related to the systemic oversight processes identified above.
- If any information is withheld, provide a clear schedule specifying the exemption clause and the reason for withholding.
- Contact me directly if clarification of scope is needed to expedite processing.

Thank you for your assistance.

Yours sincerely,

Hanyu Liu

helloluna520@gmail.com

Personal Information (tick all boxes that apply)

- I consent to all 'personal information' of third parties being deleted from the requested document/s (*information that would be removed as out of scope; names, contact details, signatures and identifying information of third parties that are not government officers*)
- I consent to all 'personal information' of all government officers being deleted from the requested document/s (*information that would be removed as out of scope; contact details, phone numbers and signatures of all government officers*)
- I consent to 'prescribed details' of all government officers being deleted from the requested document/s (*Information that would be removed as out of scope; names and position titles of all government officers) Functions and duties of an officer would remain in scope.*

Please note: If you tick any of the above boxes this means that the agency may not need to consult as widely, which means applications may be dealt with quicker and incur lower charges.

- I consent to my name being disclosed to any third party that is consulted (as required by sections 32 and 33 of the FOI Act) who requests to know the identity of the applicant. (*Providing this information to third parties who ask for it enables the consultation process to be finalised more efficiently and quickly as third parties are generally more willing to consent to the release of personal and/or business information if the applicant is known*)

To complete the FOI application please sign below and lodge with the Department of Primary Industry and Regional Development (see 'lodging an application' below for contact details)

Applicant signature: _____

Date: 10/July/2025

Lodging an application

Please note: FOI applications are not valid until BOTH **application form** and **payment of the application fee (if applicable)** have been received. It is recommended that applications be sent via email to foi@dpird.wa.gov.au and payment made via BPoint to ensure that they can be processed as soon as possible. Alternatively applications can be sent to;

Information Release and Privacy Team
Locked Bag 4 Bentley Delivery Centre WA 6983

Tel: (08) 6552 1829
Email: foi@dpird.wa.gov.au

If you do not receive an acknowledgement from DPIRD within 2 working days of submitting your request, please contact us on the above number.

Notes

- Please provide sufficient information to enable the correct document/s to be identified.
- In accordance with s.29 of the FOI Act, the agency may request proof of your identity.
- If you are seeking access to document/s on behalf of another person or organisation, DPIRD will require authorisation in writing.
- Your application will be dealt with as soon as practicable and within the time specified in the FOI Act (45 days after a valid application is received). However, should more time be required the DPIRD may request an extension of time from you/or the Information Commissioner.

Forms of access

- You can request access to documents by way of a copy of a document, this can be sent to you electronically via email. Where the agency is unable to grant access in the form requested, access may be given in a different form. DPIRD's preferred method of providing access to documents is via a secure sharing platform, Objective Connect.

Charges for processing applications

- Before obtaining access to documents, you may be required to pay processing charges.
- You will be supplied with an estimate of charges if appropriate.
- Discounts may be available in certain cases. For example; if you are considered financially disadvantaged and/or are the holder of a pensioner concession card a reduction in processing charges may apply. (Application fee of \$30 cannot be waived for non-personal information)
- If you consider yourself entitled to a reduction, please advise when lodging your application and attach copies of pension card/s or other documentation to support your request.