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**Sent:** Wednesday, 8 June 2016 2:20 PM  
**Subject:** 10. FOI Internal Review Request FOI <XX>- Notification of Receipt

Dear <Title> <Name>

**FREEDOM OF INFORMATION INTERNAL REVIEW REQUEST – NOTIFICATION OF RECEIPT**

I am writing to notify you that the Department of Health (department) has received your Internal Review request (in your below email) for access to documents under the *Freedom of Information Act 1982* (FOI Act).

The department will take all reasonable steps to notify you of a decision no later than 30 calendar days after the date your request was received.

You can contact the FOI Unit on (02) 6289 1666, or via email at [FOI@health.gov.au](mailto:FOI@health.gov.au), should you have any enquiries.

Regards

FOI and Legislation Section

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Legal Advice & Legislation Branch  
Legal & Assurance Division | Corporate Operations Group  
Australian Government Department of Health  
T: 02 6289 1666 | E: [foi@health.gov.au](mailto:foi@health.gov.au)  
GPO Box 9848, Canberra ACT 2601, Australia

*The Department of Health acknowledges the Traditional Custodians of Australia and their continued connection to land, sea and community. We pay our respects to all Elders past and present.*

*If you receive this email in error, please delete it and contact the sender immediately.*