



INFORMATION PUBLICATION SCHEME PLAN

CONTACTS

For information relating to this Plan, please contact enquiries@aofm.gov.au

VERSION CONTROL

Version No.	Date Approved	Description of Revisions Made	Preparer Name	Next Review
3	25 Jan 2023	Periodic review	Manager – Information Systems	Feb 2025

Purpose of the Plan

The AOFM recognises that information held by it is a national resource, and is to be managed for the Australian community.

This Plan outlines how the AOFM will comply with the Information Publication Scheme (IPS).

Background

The IPS requirements of the *Freedom of Information Act 1982 (FOI Act)* apply to the AOFM.

This plan describes how the AOFM manages its IPS entry, by addressing:

- IPS information architecture
- information required to be published under the IPS
- IPS compliance review.

IPS information architecture

The IPS information that must be published on the AOFM's website is as follows:

- Agency IPS plan (this plan)
- Who we are
- What we do
- Our reports and responses to Parliament
- Routinely requested information
- Consultation arrangements for members of the public on policy proposals
- Contact details to make requests under the FOI Act.

To ensure that the AOFM's IPS entry is discoverable, the AOFM has a dedicated IPS entry point on its website and a site map.

The AOFM will make its IPS entry reasonably available for re-use in accordance with the AOFM's Copyright Statement.

Information required to be published under the IPS

The AOFM will publish its IPS entry at:

<https://www.aofm.gov.au/about/access-information/information-publication-scheme>,

The AOFM publishes this information under the following headings.

Headings	Content
Who we are	<ul style="list-style-type: none">• Link to the AOFM's organisational chart
What we do	<ul style="list-style-type: none">• Information outlining the AOFM's functions and decision-making powers, and operational information relating to these functions and powers.• Operational information includes data series, research, speeches and other releases that provide insight and background about how the AOFM carries out its functions.
Our reports and responses to Parliament	<ul style="list-style-type: none">• Link to the AOFM's annual reports as tabled in Parliament.• Link to information required to be published by Parliament for Departmental File Lists, Departmental Contracts and Legal Services Expenditure.• Information requested from AOFM by Parliament through a Committee is available on the Parliament website (www.aph.gov.au).
Routinely requested information	<ul style="list-style-type: none">• Link to Treasury's IPS – Treasury manage FOI requests for the AOFM.
Consultation arrangements for members of the public on policy proposals	<ul style="list-style-type: none">• Where the AOFM undertakes public consultation on a specific policy proposal, information about how a comment may be submitted by members of the public.
Agency plan	<ul style="list-style-type: none">• This plan.
Contact details to make requests under the FOI Act	<ul style="list-style-type: none">• Contact details for comments on the IPS and FOI requests.

IPS compliance review

The AOFM will review this agency plan every two years.

The AOFM will review the operation of IPS when requested by the Information Commissioner.