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What is the Information Publication Scheme (IPS)?

The *Freedom of Information Act 1982* (FOI Act) establishes the Information Publication Scheme (IPS).

The IPS is a government-wide scheme, aiming to promote and achieve a pro-disclosure culture across government. It sits alongside agencies' other obligations under the FOI Act including Part III (Access to documents) of the FOI Act.

The IPS is intended to form the basis for a more open and transparent culture across government, with agencies encouraged to take a proactive approach to publishing the information they hold, and to consider publishing information over and above what they are obliged to publish.

The National Disability Insurance Agency (NDIA) is required to publish a range of information on its website as part of the IPS. This includes information on the NDIA's structure, functions, appointments, annual reports, consultation arrangements, and contact details of the NDIA's freedom of information (FOI) officer(s). Information routinely released through FOI requests and routinely provided to Parliament must also be published online. Together, this information forms part of the NDIA's 'IPS entry' and is set out below under the heading 'Information required to be published under the IPS'.

Who regulates the IPS?

The Office of the Australian Information Commissioner (OAIC) is responsible for overseeing the IPS for all Australian Government agencies that are subject to the FOI Act. Read more about [the IPS for Australian Government agencies](#)

The NDIA's IPS entry

The NDIA is committed to taking a proactive approach to publishing information. Our [IPS Agency Plan](#) outlines our approach to the IPS and what we will include in our IPS entry. The information we will publish in our IPS entry is set out under headings in the 'Required information under the IPS' section below. Under each heading are links to the information or documents. If you have any difficulty accessing any information please contact us.

Information on requesting access to other information the NDIA holds, which is not published through the IPS or elsewhere on our website, can also be found on the [Access to information page](#).

Information that we have released under FOI requests is available on our [FOI disclosure log](#).

Information required to be published under the IPS

The NDIA is required under section 8(2) of the FOI Act to publish certain categories of specified information.

The publication of this information is set out below.

IPS Agency Plan

The NDIA is required under section 8(2)(a) of the FOI Act to publish the [NDIA's IPS Agency Plan](#).

The NDIA's IPS Agency Plan sets out what information we will publish under the IPS, to whom we will make the information available, and what additional steps we will take to promote pro-disclosure and information sharing beyond our minimum IPS obligations.

Who we are

The NDIA is required under sections 8(2)(b) and 8(2)(d) of the FOI Act to publish information about the organisation and structure of the NDIA, the location of offices, governance arrangements, the senior management team and statutory appointments. This information is

available on the pages set out below.

- [Our organisational structure](#)
- [General information about us](#)
- [Our governance arrangements](#)
- [Information about careers with us](#)
- Information about our statutory appointments:
 - [Chief Executive Officer of the NDIA](#)
 - [Members of the Board of the NDIA](#)
 - [Members of the Independent Advisory Council](#)
 - [Scheme Actuary and Reviewing Actuary](#)

What we do

The NDIA is required under sections 8(2)(c) and 8(2)(j) of the FOI Act to publish a description of the functions and powers of the NDIA, and the rules, guidelines, practices and precedents relating to those functions and powers. This is known as operational information.

Functions of the NDIA (including decision-making powers)

[Information on the statutory functions of the NDIA](#) (including decision-making powers).

Operational information

The NDIA's [Operational Guidelines](#) set out the NDIA's operational information, that is, the information held by the NDIA to assist it perform or exercise its functions or powers in making decisions or recommendations affecting members of the public (or any particular person or entity, or class of persons or entities).

Our reports and responses to Parliament

The NDIA is required under sections 8(2)(e) and 8(2)(h) of the FOI Act to publish annual reports laid before the Parliament, and other information routinely provided to the Parliament.

A link to our reports and responses to Parliament will be published on this website as that information becomes available.

For information about the NDIA in financial year 2012-2013, please refer to 'DisabilityCare Australia' in the index of the [Department of Social Services' Annual Report](#) . Please note that

the Department of Social Services was formerly known as the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA).

Routinely requested information and FOI disclosure log

The NDIA is required under sections 8(2)(g) and 11C of the FOI Act to publish information to which the NDIA routinely gives access in response to FOI requests and the disclosure log of information that has been released under the FOI Act. Information that can be published resulting from freedom of information requests and any routinely released information from such requests is found in our [FOI disclosure log](#).

Consultation arrangements

The NDIA is required under section 8(2)(f) of the FOI Act to publish information about consultation arrangements that enable members of the public to comment on specific policy proposal for which the NDIA is responsible.

Consultation details for specific policy proposals will be published here from time to time.

The NDIA welcomes public comment on any aspect of the NDIS or the NDIA, including on policy proposals, anytime.

Contact us about FOI or IPS

The NDIA is required under section 8(2)(i) of the FOI Act to publish contact details of an officer (or officers) who can be contacted about access to the NDIA's information under the FOI Act. You can find this information on our [Freedom of Information page](#).

The NDIA also welcomes any comments from the public about its IPS entry. Please contact us at FOI@ndis.gov.au if you have any comments or questions about our IPS entry.

Other (optional) information

In addition to publishing the required categories of information set out above, the IPS encourages agencies to publish other (optional) information (section 8(4) of the FOI Act).

The NDIA is committed to fulfilling the requirements and objectives of the IPS and will be proactive in considering other (optional) information it can publish under the IPS.

The NDIA currently is considering other (optional) information it may publish under the IPS. This may include information on the NDIA's priorities, finances, lists, submissions, and policies.

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