**SCHEDULE OF DOCUMENTS — FOI 12-006**

**Schedule 1: Released in full**

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|  | **Description** | **Author** | **Released** |
| **Part A—Safe Work Australia documents** | | | |
|  | Evaluation Plan for the Harmonisation of Work Health and Safety in Australia dated 29 July 2011 | SWA | In full |
|  | Perceptions of Workplace Safety Survey project authorisation minute dated 12 November 2011 | SWA | Partial exemption—47F |
|  | Business case minute to approach the market—reg 9 approval to undertake procurement process dated 22 February 2012 | SWA | Partial exemption—47F |
|  | Approval minute to direct source researcher to assist in the Perceptions of Workplace Safety Survey project dated 23 November 2011 | SWA | Partial exemption—47F |
|  | Request for Quotation to New Horizon undated | SWA | In full |
|  | Reg 9 approval minute for variation to amend contract for services to develop data collection instruments dated August 2012 | SWA | Partial exemption—47F |
|  | Minute to advise outcome of direct source procurement process dated 1 February 2012 | SWA | Partial exemption—47F |
|  | Minute to send work orders to engage The Social Research Centre dated 30 May 2012 | SWA | In full |
|  | Minute recommending the engagement of The Social Research Centre dated 22 March 2012 | SWA | Partial exemption—47F |
|  | Minute seeking approval to increase funding to The Social Research Centre to conduct Computer Assisted Telephone Survey dated April 2012 | SWA | In full |
|  | Cover letter enclosing Contract for services to New Horizon to develop data collection instruments and gather qualitative information dated February 2012 | SWA | Partial exemption—47F |
|  | Various request for Quotation template documents | SWA | In full |
|  | REAP request for Quote Evaluation template | SWA | In full |
|  | Email to SWA re RFQ | UQ | Partial exemption—47F |
|  | Email to SWA re RFQ | Sydney Uni | Partial exemption—47F |
|  | Email from SWA to Sydney Uni | SWA | Partial exemption—47F |
|  | Email from SWA to Sydney Uni | SWA | Partial exemption—47F |
|  | Email to Sweeney Research inviting quote | SWA | Partial exemption—47F |
|  | Email to IPSOS inviting quote | SWA | Partial exemption—47F |
|  | Email to SWA requesting information | IPSOS | Partial exemption—47F |
|  | Email to SWA with quote | IPSOS | Partial exemption—47F |
|  | Email response to IPSOS in relation to request for quote | SWA | Partial exemption—47F |
|  | Email to IPSOS sending request for quote again | SWA | Partial exemption—47F |
|  | Email to The Social Research Centre inviting quote | SWA | Partial exemption—47F |
|  | REAP Deed of Standing Offer | DEEWR | Partial exemption—47F |
|  | Email from The Social Research Centre enclosing quote | SRC | Partial exemption—47F |
|  | Email to SRC acknowledging quote | SWA | Partial exemption—47F |
|  | Email to New Horizon re direct sourcing | SWA | In full |
|  | Email to New Horizon re Contract | SWA | In full |
|  | Email to New Horizon enclosing variation | SWA | In full |
|  | Overview of Fieldwork phases | SWA | In full |
|  | Email in relation to query regarding conduct of perceptions project | SWA | In full |
|  | Email in relation to query regarding conduct of perceptions project | SWA | In full |
|  | Summary consultant experience | SWA | In full |
|  | Service contract with New Horizon | SWA | Partial exemption—47F |
|  | Contract variation for allowances | SWA | In full |
|  | Email in relation to questions | SWA | In full |
|  | Email advising no tender will be submitted | Sydney Uni | In full |
|  | Email to SWA re focus groups | AiG | In full |
|  | Email to New Horizon re ACTU details | SWA | In full |

**Schedule 2: Partial access—Business documents**

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| **Part A: Business documents—Consultants** | | | |
|  | Response to Request for Quote | Sweeney Research | Partial exemption—45 and 47F |
|  | REAP Request for Quote Evaluation form Sweeney Research | SWA | Partial exemption—47F |
|  | Response to Request for Quote | IPSOS | Partial exemption—45 and 47F |
|  | REAP request for Quote Evaluation form IPSOS | SWA | Partial exemption—47F |
|  | Response to Request for Quote | SRC | Partial exemption—45 and 47F |
|  | REAP request for Quote Evaluation form SRC | SWA | Partial exemption—47F |
|  | Email to SWA CATI costings | SRC | Partial exemption—45 and 47F |
|  | Detailed ratings for Quotations | SWA | Released in full |
|  | Comparison of Quotations | SWA | Partial exemption—45 |
|  | New Horizon Consulting Pty Ltd Proposal dated 11 January 2012 | New Horizon | Partial exemption—45 and 47F |
|  | RFQ Referee report Sweeney | — | Partial exemption—47F |
|  | RFQ Referee report IPSOS | — | Partial exemption—47F |
|  | RFQ Referee report SRC | — | Partial exemption—47F |

**Schedule 2: Partial access—Business correspondence**

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| **Part B: New Horizon Correspondence** | | | |
|  | Email to SWA re progress scheduling focus groups | New Horizon | Partial exemption—47F |
|  | Email to New Horizons in relation to interview schedule | SWA | Partial exemption—47F |
|  | Email to New Horizons in relation to interview schedule | SWA | Partial exemption—47F |
|  | Email between New Horizon and AiG in relation to focus group | New Horizon | Partial exemption—47F |
|  | Email to New Horizon re travel | SWA | Partial exemption—47F |
|  | Email to SWA re travel booking | New Horizon | Partial exemption—47F |
|  | Emails between SWA and New Horizon re variation for travel | SWA | Partial exemption—47F |
|  | Emails between SWA and New Horizon re travel | SWA  New Horizon | Partial exemption—47F |
|  | Emails between SWA and New Horizon re travel in Melbourne | SWA | Partial exemption—47F |
|  | Email to SWA re travel in Sydney and Melbourne | SWA  New Horizon | Partial exemption—47F |
|  | Email between SWA and New Horizon re participant group | SWA  New Horizon | Partial exemption—47F |
|  | Email between SWA and New Horizons re participant group | SWA  New Horizon | Partial exemption—47F |
|  | Emails between SWA and New Horizons re additional questions | SWA  New Horizon | Partial exemption—47F |
|  | Emails to New Horizons re update on focus groups and travel | SWA | Partial exemption—47F |
|  | Emails between SWA and New Horizon re focus group and travel | SWA  New Horizon | Partial exemption—47F |
|  | Emails between SWA and New Horizons re variation for travel and accommodation | SWA  New Horizons | Partial exemption—47F |
|  | Emails to SWA re consultancy proposal | New Horizon | Partial exemption—47F |
|  | Email to SWA re accommodation and meal invoices | New Horizon | Partial exemption—47F |
|  | Email to SWA re Melbourne accommodation and Adelaide focus group | New Horizon | Partial exemption—47G |
|  | Email to SWA re flight information and costs | New Horizon | Partial exemption—47G |
|  | Email to SWA re arranging focus group | New Horizon | Partial exemption—47F |

**Schedule 3: Exempt in Full—Survey and data collection**

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|  | **Description** | **Author** | **Released** |
|  | Survey instruments and questionnaires | New Horizon | Exempt in full—s47E and 47C |
|  | Emails from New Horizon relating to survey questions and data collection | New Horizon | Exempt in full—s47E and 47C |
|  | Emails from ABS relating to survey questions | ABS | Exempt in full—s47E and 47C |
|  | Emails from The Social Research Centre relating to survey questions | The Social Research Centre | Exempt in full—s47E and 47C |
|  | Emails from SWA relating to survey questions and data collection | SWA | Exempt in full—s47E and 47C |