

16 November 2021

s9(2)(a)

Tēnā koe

**Request for Official Information: Performance Payments**

Thank you for your correspondence of 26 October 2021 requesting the following under the Official Information Act 1982 (OIA):

*'Can you please provide me with a copy of the policy you have in place that pertains to performance payments made to staff, whether this goes by the name performance payment policy, bonus policy and or ex-gratia payment policy. If I have not used the right terminology to what your organisation calls such payments, please provide a wider lens to my request, where I am effectively asking you what policy governs any and all payments made to your staff over and above salary and wages, and that are given in recognition of performance and achievement.*

*Further, if your policy has any associated documents e.g procedural document or templates, I am requesting this information also. Ultimately the intent of my request is to gauge if you provide such payments, the policy governing such payments together with the detail on the mechanism by which you calculate the financial range of the performance payment e.g a set amount or percentage of actual salary or the like.'*

A response to your request is set out below.

Te Arawhiti is a Departmental Agency of the Ministry of Justice (MOJ) and our people are employed by MOJ. As such, our people are covered by the policies and procedures of MOJ.

MOJ does not have a performance payment policy or any such policy that recognises any payments over and above salary and wages for performance and achievement. Therefore, your request for a copy of the policy for performance payments and associated documents has therefore been refused under section 18(e) - the document alleged to contain the information requested does not exist.

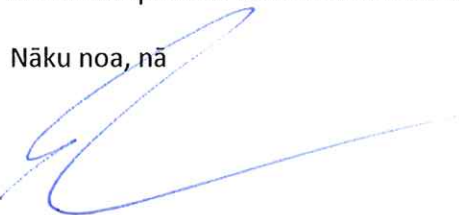
When Te Arawhiti acknowledged receipt of your OIA request, we advised we may proactively release your OIA response on our website.

After considering our response to your request, we can advise that it will be published no earlier than 20 working days from the date of this letter at [www.tearawhiti.govt.nz](http://www.tearawhiti.govt.nz). Your personal and other identifying information will be removed.

If you have any concerns about the information in this response being published on our website please contact us by emailing [officialcorrespondence@tearawhiti.govt.nz](mailto:officialcorrespondence@tearawhiti.govt.nz) by 5.00pm on 1 December 2021.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about this process is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or phone 0800 802 602.

Nāku noa, nā



Louise McCrorie  
Acting Director People

Proactively Released