



International Access
to Information Day

International Access to Information Day stakeholder toolkit

28 September 2023



Background

On 28 September, the Office of the Australian Information Commissioner (OAIC) will join members of the United Nations and Australian states and territories in marking **International Access to Information Day**.

This global event celebrates and recognises the importance of the community's right to know and to access information from governments around the globe.

In October 2019, the 74th United Nations General Assembly proclaimed 28 September as the [International Day for Universal Access to Information](#) (IDUAI).

Our right to access Australian Government information is enshrined in the *Freedom of Information Act 1982* (FOI Act) which recognises that government-held information is a national resource that should be managed for public purposes.

This year's theme chosen by UNESCO is the importance of the online space for access to information.

We encourage Australian Government agencies to mark International Access to Information Day with us, by showing support for enhancing the community's ability to access government-held information. The online space is critical to this, and we must be mindful of barriers preventing people exercising their rights to access information, and support digital inclusion in all aspects of information access.

Access to Information Day also provides an important opportunity to acknowledge the crucial role of your agency's FOI practitioners and decision-makers and their work in managing government-held information as a national resource.

Find more resources at our International Access to Information Day website:
oaic.gov.au/iaid

This toolkit provides material which can be used across your networks, including a draft internal email and newsletter copy for you to adjust to your agency needs, sample social media posts for your communications teams, and posters you can share.

Please use this toolkit as a guide and feel free to add your logo to the materials provided. If you need additional support, please get in touch. If you are marking Access to Information Day in your agency, we would love to hear what you have planned.

You can reach us at corporate@oaic.gov.au.

Discover:

- [Information Contact Officers Network](#)
- [Resources](#)
- [Email and newsletter copy](#)
- [Social media posts](#)
- [Downloadable content](#)

Information Contact Officers Network

Our [Information Contact Officers Network](#) (ICON) links people who work as information access and freedom of information (FOI) contact officers for Australian Government departments and agencies.

The work of FOI teams is essential to upholding the objects of the FOI Act. This #AccessToInfoDay, we recognise the work of FOI practitioners supporting the effective management of government-held information. Your role is essential to our democracy.

The OAIC sends ICON members an Information Matters email bulletin, along with targeted updates about information access issues, guidance, resources and events.

We also hold ICON information sessions to share news about our activities and discuss areas of interest such as FOI processing, Information Commissioner reviews and the Information Publication Scheme.

Resources

For agencies

Explore our resources to support agencies in providing access to information for the community.

Share these resources with your staff and colleagues this #AccessToInfo Day.

FOI Essentials



Freedom of information (FOI) plays a vital role in supporting openness and transparency in the operations of government. This toolkit has been designed for FOI decision makers in Australian Government agencies and ministers' offices and will help you understand the principles of FOI, the benefits of releasing government-held information and how the OAIC can assist you.

You can also find a wide range of guidance and resources on our website, [in this section for government agencies](#)

For the community

We have developed a range of resources to help the community access government-held information and navigate the FOI system.

Our website includes dedicated sections on:

- [People's freedom of information rights](#)
- [How to access government information](#)

You may like to link to these pages, or sections from them, in your stakeholder communications for #AccessToInfoDay and beyond it.

Email copy

Sample copy for use to adapt in all-staff emails and other internal communications

Dear colleagues

International Access to Information Day (IAID) is approaching on Thursday 28 September, with this year's theme, selected by UNESCO, being the importance of the online space for access to information.

IAID recognises the importance of the community's right to access information from governments around the globe. It is an opportunity to acknowledge and reflect on the role of government in promoting transparency and accountability, and to recognise the important work of FOI teams.

This year's theme reminds us of the importance of digital inclusion in supporting people's access to information, in an increasingly online world.

One of the principles of IAID is that government-held information is a national resource to be shared with citizens, unless there is an overriding reason not to do so. In thinking about making information available, and accessible, we must be mindful of barriers preventing people exercising their rights to access information, and support digital inclusion in all aspects of information access.

In Australia, our *Freedom of Information Act 1982* is intended to support our democracy by increasing scrutiny and review of government activities and public participation in government processes.

The work of our FOI team and officers across our agency is essential, not only upholding our FOI laws and managing information as a national resource, but in creating a culture of openness by design.

This International Access to Information Day, we are joining with the Office of the Australian Information Commissioner (OAIC) in supporting the value of access to government-held information and its role in helping all Australians participate in our democracy.

You can see some of the information we publish including our disclosure logs **[insert link]** and our Information Publication Scheme **[insert link]**.

You can also find out more about FOI on the [OAIC website](#), and [about #AccessToInfoDay here](#).

Kind regards

[sender's name]

International Access to Information Day (IAID) is coming up on Thursday 28 September.

An annual event proclaimed by the United Nations General Assembly, it is being marked by Australian states and territories and around the globe.

This year's theme is the importance of the online space for access to information – a global theme, which encourages us to consider the importance of digital inclusion in our increasingly online world.

IAID recognises the importance of the community's right to access government-held information, and the vital role that Australian Government agencies play in managing information for public purposes.

The work of our FOI team and officers across our agency is essential, not only upholding our FOI laws and managing information as a national resource, but in creating a default culture of openness by design.

Explore the [#AccessToInfoDay](#) information on the OAIC website to find out more.

Social media posts

These posts have been compiled to serve as a guide – please feel free to adjust them to better suit your agency.

Remember to tag the OAIC in your posts and use the [#AccessToInfoDay](#) hashtag.

X (formerly Twitter)

- Did you know that Thursday 28 September is International Access to Information Day? You can learn more about how we manage information as a national resource, and how to access it at **[insert link to your IPS]** [#AccessToInfoDay](#)
- [#AccessToInfoDay](#) reminds us of our commitment to proactively releasing information of value to open government, and creating a culture of openness by design. Learn more for [#AccessToInfoDay](#) on 28 September: oaic.gov.au/iaid
- This [#AccessToInfoDay](#) we are joining [@OAICgov](#) and supporting the value of access to government-held information. Find out more about your rights to access documents held by Australian Government agencies and ministers here: oaic.gov.au/iaid
- The [#RightToKnow](#) is a foundation for increasing scrutiny and review of government activities. Mark [#AccessToInfoDay](#) and learn more about how access to information supports public participation in government processes: oaic.gov.au/iaid
- This International Access to Information Day, on 28 September, discover the importance of government-held information and support its use as a national resource: oaic.gov.au/iaid [#AccessToInfoDay](#)

Facebook

- September 28 is International Access to Information Day. This #AccessToInfoDay discover the important role that access to government-held information plays in our democracy and support its use as a national resource: [oaic.gov.au/iaid](https://www.oaic.gov.au/iaid)
- Did you know that Thursday 28 September is International Access to Information Day? This #AccessToInfoDay we are joining the Office of the Australian Information Commissioner and supporting the value of access to government-held information. Learn more about how we manage information as a national resource, and how to access it at **[insert link to your IPS]**
- This year's #AccessToInfoDay theme – the importance of the online space for access to information – encourages us to consider the importance of #digitalinclusion in our increasingly online world. #AccessToInfoDay recognises the importance of the community's right to access government-held information, and that it is a national resource. Discover more: [oaic.gov.au/iaid](https://www.oaic.gov.au/iaid)

LinkedIn

International Access to Information Day on September 28 recognises the community's right to access government-held information.

This year's theme is the importance of the online space for access to information – a global theme, which encourages us to consider the importance of #digitalinclusion in our increasingly online world.

Access to information helps all Australians participate in our democracy.

Find out more about #AccessToInfoDay at [oaic.gov.au/iaid](https://www.oaic.gov.au/iaid).

You can access our information through our website at **[insert link to your IPS]** and learn more about how we support access to information and manage information as a national resource.

Follow us on [X](#), [Facebook](#) and [LinkedIn](#) for more updates, and use the hashtags #AccessToInfo and #RightToKnow and joining the global conversation.

Other ideas to show your support

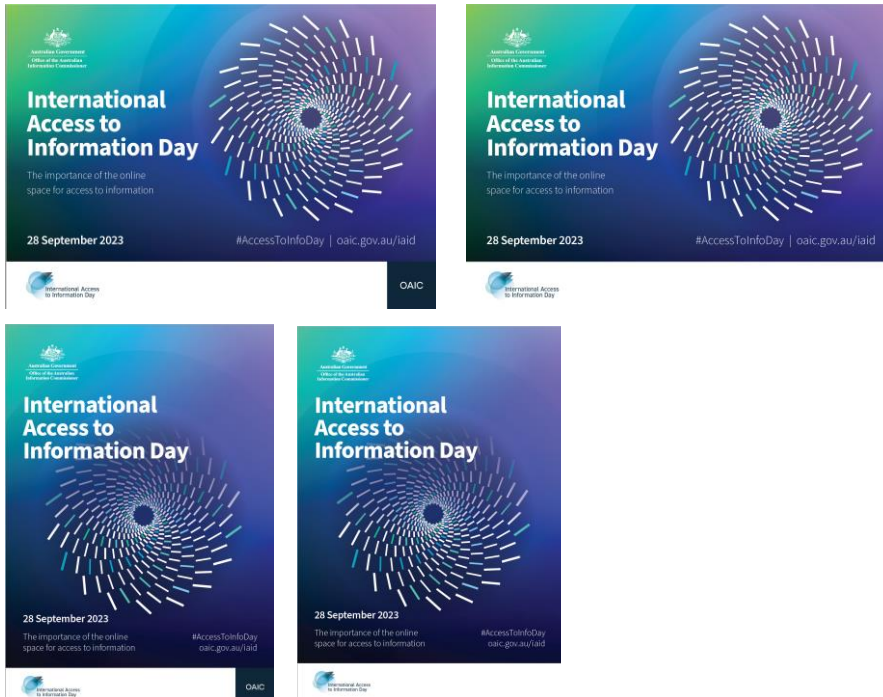
- Promote your agency's Information Publication Scheme or Disclosure Log
- Promote other ways to access information from your agency, such as self-service or administrative access schemes
- Brainstorm how you can make more information available to your clients or customers
- Let people know where to go to lodge an FOI request with your agency
- Share and retweet the OAIC's social media posts
- Encourage your colleagues to explore the OAIC campaign website

Share some of the OAIC's community information about [FOI rights](#), and [accessing government information](#).

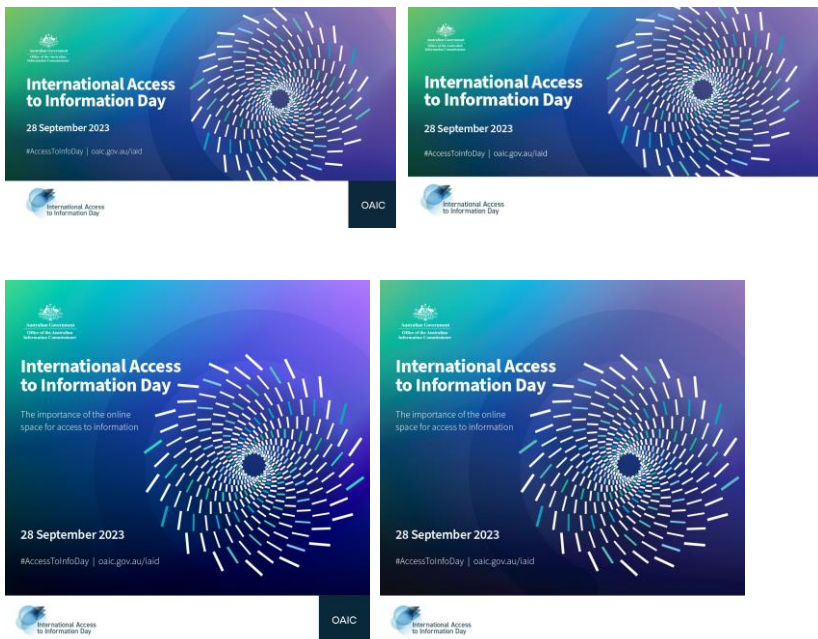
Downloadable content

The following materials can be downloaded from the [OAIC website](https://www.oaic.gov.au), and include options to co-brand or include the OAIC website

Posters



Social media tiles





Web banner



Virtual Background



Email signature



PowerPoint template



International Access to Information Day logo:



Please visit our [IAID page](#) to download the International Access to Information Day promotional materials.

If you need additional support or have any questions, contact us at corporate@oaic.gov.au.