



Electrical Workers Registration Board

SAFETY | COMPETENCY | COMPLIANCE

Official Information Act Policy

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Signed and dated this 21st day of October 2025.

R Keys

Presiding Member

1. Purpose

- 1.1 The purpose of this policy is to outline the policy the Registrar and Board should follow when considering a request under the Official Information Act 1982 (“the Act”).

2. Application

- 2.1 The Electrical Workers Registration Board is not defined as a public entity under the Act. The Ministry of Business Innovation and Employment (“the Ministry”) is, however, a public entity under the Act. As the Ministry holds and administers all Board information, the Board has adopted the Ministry’s policies as amended herein.
- 2.2 The Ministry’s policy is that information which is required to be released under the Official Information Act 1982 is released promptly, having due regard to the public interest and personal privacy unless there is a good reason for it to be withheld.
- 2.3 The Ministry’s processes for dealing with official information requests are detailed in the Ministerial Servicing Guidelines: OIA process.
- 2.4 The Registrar will liaise and deal with the Ministry on the Board’s behalf in respect of any official information requests.