



Headquarters  
New Zealand Defence Force  
Defence House  
Private Bag 39997  
Wellington Mail Centre  
Lower Hutt 5045  
New Zealand

OIA-2022-4579

7 December 2022

[REDACTED]  
[REDACTED]

Dear [REDACTED],

I refer to your email of 18 November 2022 requesting, under the Official Information Act 1982 (OIA), the following:

- *How many hours a week does the Chief of Defence Force spend briefing, face to face, the Minister of Defence?*

The Minister of Defence regularly schedules a one-hour Defence Officials meeting each week. The Chief of Defence Force is a contributor to these meetings. The Chief of Defence Force may also meet with the Minister of Defence separately as may be required during the course of any given week.

For your information, the Minister of Defence's diary is proactively released each month on the Beehive website<sup>1</sup>.

You have the right, under section 28(3) of the OIA, to ask an Ombudsman to review this response to your request. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Please note that responses to official information requests are proactively released where possible. This response to your request will be published shortly on the NZDF website, with your personal information removed.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'AJ Woods', with a stylized flourish at the end.

**AJ WOODS**  
Air Commodore  
Chief of Staff HQNZDF

<sup>1</sup>[https://www.beehive.govt.nz/search?f%5B0%5D=content\\_type\\_facet%3Aministerial\\_diary&f%5B1%5D=ministers%3A6487&f%5B2%5D=government\\_facet%3A6455](https://www.beehive.govt.nz/search?f%5B0%5D=content_type_facet%3Aministerial_diary&f%5B1%5D=ministers%3A6487&f%5B2%5D=government_facet%3A6455)