



Our Ref: 25 - 285

20 May 2025

[REDACTED]
[REDACTED]

Dear [REDACTED]

Re: Official Information Act request regarding retention of ERO documents

I refer to your email to the Education Review Office dated 5 May 2025 requesting information under the Official Information Act 1982 as follows:

[A]dvice and information about any actions, including decisions taken, relating to the retention, removal, deletion and archiving of any electronic and hard copy documents generated by the ERO as part of its ongoing activity since 2000.

ERO's disposal of documents is governed by its disposal authorities. These are legal instruments issued by the Chief Archivist that provide formal authorisation for the disposal of information and records in accordance with section 20 of the Public Records Act 2005.

ERO has had three disposal schedules since its establishment. These are all publicly available on Archives NZ:

- [OP 96 0054](#) (authorised in 1998, expired in March 2008).
- [DA344](#) (authorised in July 2008, with its expiry extended in [2018](#), [2019](#) and [2020](#), expiring in July 2021).
- [DA698](#) (authorised in June 2021, set to expire in June 2031).

In addition, all government agencies must abide by the following disposal schedules issued by Archives NZ:

- [General Disposal Authority 6](#)
- [General Disposal Authority 7](#)

Appraisal reports of ERO from Archives New Zealand are available in relation to these disposal schedules:

- [OP 96 0054 Appraisal Report 1998](#)
- [Education Review Office Appraisal Report 2008](#)
- [Education Review Office Appraisal Report 2020](#)

In line with our disposal authorities, ERO's last mass transfer of review reports to Archives NZ occurred in 2017. This covered review reports that were confirmed from 1989 to 2007. As part of this transfer

ERO must release ownership of the record and destroy any copies that remain within our repositories. Any of these reports can be searched for on the Archives NZ website.

While information may not be publicly available on our website or Archives NZ, ERO retains copies of documents in line with our disposal authorities. These can be shared with the public on request. ERO curates its website to present the most relevant and up-to-date information, noting that there is a significant cost associated with maintaining a large number of files on the server.

Please note that it is our policy to proactively release our responses to official information requests where possible. We do not publish requesters' personal information.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at <http://www.ombudsman.parliament.nz> or freephone 0800 802 602.

Ngā mihi,



Jeremy France
Deputy Chief Executive, Corporate Services
Education Review Office