



17 August 2026

9(2)(a) privacy

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Official Information Request
Our Ref: OIA 2026-0222

I refer to your Official Information Act 1982 (OIA) request that was transferred to the Public Service Commission Te Kawa Mataaho (the Commission) from the Department of Internal Affairs (DIA) on 20 July 2026.

For ease of reference, I have listed each of your requests and provided our responses directly underneath.

Information publicly available – part one

- *The final survey questionnaire, response instructions, definitions and data dictionary used for the 2025 cross-agency survey of AI use cases.*
- *The de-identified structured dataset used to produce the published results for the 272 reported use cases.*
- *For each use case, please retain the fields already held for matters such as lifecycle stage, technology type, business function, whether it is operational or customer-facing, intended benefit, risk, governance or assurance measures, barriers and organisation type.*
- *If agency names or free-text descriptions cannot be released, a version with those fields removed, grouped or redacted would still be useful.*
- *Any quality-assurance rules, coding guide or validation checklist used to clean, classify or verify survey responses.*

The following information is covered by your request and is publicly available on the DIA website at the links provided for in the table below.

Item	Document Description	Website Address
1	Final Survey Questionnaire and response instructions and other information relating to the survey	https://www.dia.govt.nz/diawebsite.nsf/Files/OIA-Releases-2026/\$file/OIA-2526-0736-1-of-4.pdf
2	De-identified structured dataset	https://www.dia.govt.nz/diawebsite.nsf/Files/OIA-Releases-2026/\$file/OIA-2526-0736-2-of-4.xlsx

Accordingly, I have refused part one of your request for the information listed in the above table under section 18(d) of the OIA on the grounds the information requested is or will soon be publicly available.

Information being released – part two

The published report says AI tools were used to support analysis and validation. Please provide:

- *the existing methodology or process record describing where AI was used;*
- *the prompts, instructions, classification scheme or configuration supplied to the AI tool, where held;*
- *the model and product used, including the version if recorded;*
- *the human review or checking steps applied to its outputs;*
- *any recorded limitations, validation results, error checks or corrections; and*
- *any privacy, security or responsible-AI assessment completed for that use.*

I am not seeking system prompts that are unrelated to this survey, credentials, source code or security-sensitive configuration

Microsoft Copilot Basic was used in a limited capacity to support technical tasks, such as data categorising, aggregating data, and assisting with Data Analysis Expressions measure development, in Microsoft Power BI. Each output or step was reviewed with human oversight according to the Responsible AI Guidance for the Public Service. Copilot was not used to analyse survey results, generate findings or conclusions, or support decision-making.

Information publicly available – part three

Please provide the current versions of any GCDO templates, checklists or internal guidance made available to agencies for:

- *maintaining an AI use-case register;*
- *classifying the risk or impact of an AI use case;*

- completing an AI or algorithm impact assessment;
- approving an AI use case before deployment;
- setting human-oversight and contestability requirements;
- monitoring accuracy, bias, incidents and model or data drift;
- auditing or independently reviewing an operational AI system; and
- recording changes, incidents, exceptions and risk acceptance.

This request includes material used in the Public Service AI Foundational Development Programme where it directly provides one of those assurance tools.

The following information is covered by this part of your request and is publicly available on the Digital.govt.nz website at the links provided for in the table below.

The AI policy template is a starting point for agencies. It follows best practice from mature New Zealand agencies and their international counterparts. This policy sets out the approach, principles and responsibilities so an agency can safely and responsibly use artificial intelligence (AI) in the workplace. This policy aligns with and should be read alongside the Public Service AI Framework and Responsible AI guidance for the Public Service.

Item	Document Description	Website Address
3	AI Policy Template	AI policy template for agencies
4	Public Service AI Framework	Public Service AI Framework
5	Responsible AI guidance for the Public Service	Responsible AI guidance for the Public Service

Accordingly, I have refused part three of your request for the documents listed in the above table under section 18(d) of the OIA on the grounds the information requested is or will soon be publicly available.

Publicly available soon - part four

For the period 1 August 2025 to the date of this request, please provide existing project documents that set out the scope, status, milestones, deliverables and success measures for the work-programme commitment described as “enabling active assurance of AI in practice”.

Please also include any record that explains:

- *whether GCDO intends to test or review agency compliance with central AI guidance;*
- *whether a common assurance framework or minimum evidence set is being developed;*

- *how operational or higher-risk AI uses will be prioritised; and*
- *how findings, incidents or lessons will be reported across agencies.*

The following information is covered by part four of your request and will be publicly available soon on the government website at the link provided for in the table below by the end of October 2026.

Item	Document Description	Website Address
6	AI Assurance Model	www.digital.govt.nz

The AI Assurance Model (AIAM) is a key initiative of the Public Service AI Work Programme within the Safe and Responsible focus area. The AIAM has been designed to support a consistent, safe and proportionate approach to risk management and AI adoption across the public service.

Accordingly, I have refused part four of your request for the document listed in the above table under section 18(d) of the OIA on the grounds the information requested is or will soon be publicly available.

Information does not exist – part five

Centrally held implementation information - Please provide any current dashboard, stocktake, briefing or consolidated report held by GCDO showing, across responding agencies:

- *adoption of agency AI policies;*
- *appointment of responsible AI officials or governance groups;*
- *use of AI registers and impact assessments;*
- *completion of pre-deployment assurance or independent review;*
- *monitoring or audit of operational uses;*
- *reported AI incidents or material control failures; and*
- *known assurance capability or evidence gaps.*

As public service agencies are responsible for overseeing their AI policies, governance, and registers, and are expected to apply the Responsible AI Guidance for the Public Service and the Public Service AI Framework when assessing AI use cases, GDDA does not hold any information within scope of this part of your request.

Therefore, I have refused part five of your request under section 18(e) of the OIA on the grounds the information requested does not exist.

If you wish to discuss this decision with us, please feel free to contact Enquiries@publicservice.govt.nz.

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 www.ombudsman.parliament.nz or freephone 0800 802 602.

Please note that we intend to publish this response (with your personal details removed) on the Commission's website.

Yours sincerely



Nicky Dirks

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Public Service Commission Te Kawa Mataaho