



27 FEB 2017

Dear [REDACTED]

Thank you for your email of 27 January 2017 requesting information about the use of fax machines by the Ministry. You requested:

1. *The number of fax machines in your department, broken down by year since 1 January 2012 to 31 December 2016*
2. *[the number of fax machines] broken down by sub-department/authority per year since January 1, 2012 to December 31, 2016*
3. *The number of facsimile communications that have been sent and received by each machine, broken down per year since January 1, 2012 to December 31, 2016*
4. *The cost of having these machines, broken down per year since January 1, 2012 to December 31, 2016.*

Your request has been considered under the Official Information Act 1982 (the Act).

The Ministry does not have any machines with the sole purpose of sending and receiving facsimiles. Some of the Multi-function device (MFD) photocopiers provided by our managed print service contract have built-in software which allows for sending and receiving faxes.

For part one of your request, for the period 1 January 2012 to 31 December 2016, the following number of MFDs sent or received facsimiles:

Year	Number of MFDs that sent or received facsimiles
2012	150
2013	147
2014	123
2015	100
2016	57

These MDFs are not assigned to any specific sub-department.

With regard to your third question, the number of faxes sent and received between 1 January 2012 and 31 December 2016 is outlined below. This data shows that the use of faxes at the Ministry has declined by 91.6% over the five years in scope of your request, in line with an increased use of other forms of electronic communication.

Year	Faxes received	Faxes sent	Total
2012	14,961	22,613	37,574
2013	12,939	17,968	30,907
2014	9,614	6,473	16,087
2015	3,060	4,217	7,277
2016	1,538	1,632	3,170

I am refusing your fourth question under section 18(e), as we are not billed separately for fax services by the company that provides our MFDs.

Thank you again for your request. If you have any further questions, please contact our Media Team in the first instance. You can do this by emailing Media.Team@education.govt.nz.

Under section 28(3) of the Act, you have the right to refer this response to an Ombudsman. You can do this by writing to info@ombudsman.parliament.govt.nz.

Yours sincerely



Zoe Griffiths
Deputy Secretary
People, Capability and Resources