

UNSW Access Directions for official records at least 30 years old

SRNSW AD No.	Description of Records	Access Direction	Duration of CPA
611	Personnel/staff files including Workers Compensation records but excluding summary records	Closed	100 years from date of birth, or death, if earlier
Reason for closed to public access direction Unreasonable disclosure of personal affairs			
612	Staff summary records including registers and history cards	Closed	50 years
Reason for closed to public access direction Unreasonable disclosure of personal affairs			
613	Student records	Closed	50 years
Reason for closed to public access direction Unreasonable disclosure of personal affairs			
614	Patient identifying medical records Covers patient identifying medical records of students, staff and their dependents created by or on behalf of the UNSW	Closed	100 years from date of last action
Reason for closed to public access direction Unreasonable disclosure of personal affairs			
615	Records identifying persons protected under Protected Disclosures legislation	Closed	75 years
Reason for closed to public access direction Information provided under an expectation of confidentiality or to which a legal obligation of confidentiality still applies Sensitive personal information Disclosure could jeopardise the future provision of information			
616	Minutes and papers of the university's Higher Degree Committees	Closed	50 years
Reason for closed to public access direction Unreasonable disclosure of personal affairs			

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SRNSW AD No.	Description of Records	Access Direction	Duration of CPA
617	Records of UNSW and its controlled entities relating to the commercial joint ventures and arrangements, consultancies, commercial property and business operations	Closed	50 years
	<p>Reason for closed to public access direction Commercial information and intellectual property rights which if disclosed could adversely affect the business affairs of the organisation, individuals or external parties</p>		
618	Maps and plans relating to buildings and records relating to their building work	Closed	While building is current
	<p>Reason for closed to public access direction Public safety and security</p>		
619	Confidentiality agreements	Closed	While agreement is current
	<p>Reason for closed to public access direction Commercial information and intellectual property rights which if disclosed could adversely affect the business affairs of the organisation, individuals or external parties</p>		
620	All records not covered by closed access directions or early access authorisations	Open	
1000	UNSW publications, publicity and educational material	Early Access	
1103	Records subject to Confidentiality Agreement	Closed	While the agreement to which the records are subject is current
	<p>Reason for closed to public access direction Commercial information and intellectual property rights which if disclosed could adversely affect the business affairs of the organization, individuals or external parties</p>		

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1110	Records of legal matters relating to children	Closed	100 years
	Reason for closed to public access direction Sensitive personal information		
1115	Legal files		75 years
	Reason for closed to public access direction Information provided under an expectation of confidentiality or to which a legal obligation of confidentiality still applies		