



**An Roinn Gnóthaí Eachtracha agus Trádála  
Baile Átha Cliath 2**

**Department of Foreign Affairs and Trade  
Dublin 2**

Our Ref: FoI/Req/19/086

Date 12 March 2019

Dear Mr. Farrell,

I refer to the request which you have made under the Freedom of Information Act 2014 for access to records held by this Department, as follows:

*"I would like to request copies of all records relating to the decision to create and advertise the post of 'Cultural Director.'"*

I refer also to the acknowledgement of your request which was sent to you on 25 February 2019.

I have identified three records that fall within the scope of your request. The records are listed in the schedule attached. I have made a decision to grant the records.

The Department of Foreign Affairs and Trade advertises all open appointment opportunities on the Department's website and social media accounts and through the Public Appointments Service website. When necessary, to ensure recruitment from the widest pool of available talent and experience, the Department advertises vacancies in the national press.

**Right of Appeal**

Should you wish to appeal this decision, you may do so in writing to the Freedom of Information Unit, Department of Foreign Affairs and Trade, 76-78 Harcourt Street, Dublin 2 or by email to [foi@dfa.ie](mailto:foi@dfa.ie). A fee applies for an appeal for access to non-personal information; the level of this fee has been set at €30. For methods of payment, please contact FOI Unit at [foi@dfa.ie](mailto:foi@dfa.ie), or 01-4082857.

You should make your appeal within 4 weeks (20 working days) from the date of this notification. However, the making of a late appeal may be permitted in appropriate circumstances. The appeal will involve a complete reconsideration of the matter by a more senior member of the staff of this Department.

Yours sincerely,

Stephen Donnelly  
Human Resources