

**From:** Section 22  
**To:**  
**Cc:** [AI Technical Standards](#)  
**Subject:** RE: AI Assurance Framework Pilot update [SEC=OFFICIAL]  
**Date:** Tuesday, 4 February 2025 1:25:45 PM  
**Attachments:** [image001.jpg](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)

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Yep – I remember we were having this issue a bit during the AITF

Too easy – just added them to the GovTEAMS transfer folder – good suggestion.

The 4 documents uploaded were what we sent late December, but it sounded as though the two post-assessment surveys had dropped off in transit.

Let me know if you have any questions.

Section 22

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**From:** Section 22  
**Sent:** Tuesday, 4 February 2025 1:09 PM  
**To:** Section 22  
**Cc:** Section 22  
AI Technical Standards <aistandards@dtg.gov.au>  
**Subject:** RE: AI Assurance Framework Pilot update [SEC=OFFICIAL]

**Caution:** Do not click any links or open any attachments unless you trust the sender and believe the content to be safe.

Hi Section 22

Ahhh that explains things! Confirming I've received this reply, however I can't find any emails with attachments in our mailboxes from you.

If the email option doesn't work, an alternative may be to share the documents to GovTEAMS. You could try to upload them to the Pilot community folder: [Document transfer](#)

Or could start a Teams chat with me in GovTEAMS and just attach them to the chat.

Cheers

Section 22



# Section 22

[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)

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**From:** Section 22

**Sent:** Tuesday, 4 February 2025 12:58 PM

**To:** AI Technical Standards <[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)>

**Cc:** Section 22

**Subject:** RE: AI Assurance Framework Pilot update [SEC=OFFICIAL]

Hi Section 22

It appears that some of our emails might not be making their way through the gateway – possibly due to attachments.

The documents mentioned we have provided, but I sent an email yesterday hypothesising that the attachments mustn't have come through completely in our original email in December.

Can you confirm you've received this email today and if this comes through, I'll send the attachments separately to see if we can get them through to you that way.

Section 22

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**From:** AI Technical Standards <[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)>

**Sent:** Tuesday, 4 February 2025 12:55 PM

**To:** AI Technical Standards <[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)>; Section 22

**Cc:** Section 22

**Subject:** RE: AI Assurance Framework Pilot update [SEC=OFFICIAL]

**Caution:** Do not click any links or open any attachments unless you trust the sender and believe the content to be safe.

Hi Section 22,

Just writing to follow up on the below email.

Please let me know if Services Australia will be able to provide any post-assessment surveys as part of the AI assurance framework pilot.

Cheers,

Section 22



# Section 22

[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)

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**From:** AI Technical Standards <[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)>

**Sent:** Wednesday, 29 January 2025 4:08 PM

**To:** Section 22

**Cc:** AI Technical Standards <[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)>; Section 22

**Subject:** RE: AI Assurance Framework Pilot update [SEC=OFFICIAL]

Hi Section 22,

Hope that 2025 is treating you well so far

Thanks for meeting with us back in November to share your feedback on the AI assurance framework pilot. I believe you had completed at least 2 AI use case assessments as part of the pilot. Have you had a chance to complete the post-assessment surveys for these? Attaching the survey doc for quick reference.

Depending on the nature of your use cases, you may wish to complete a separate survey for each assessment, or combine your responses into a single survey. While we initially asked participants to complete a separate survey for each assessment, some participants have submitted a single survey covering multiple assessments as they had similar use cases and therefore similar responses to the survey questions. In those cases, it made sense to just do one survey rather than repeat the same responses across multiple documents. However, if your use cases were quite different we would appreciate separate surveys (e.g. a more complex/higher risk use case vs less complex/lower risk one).

If you are able to share any completed assessments that would also be great – however this is not a requirement of the pilot, and we understand there may be sensitive use cases that cannot be shared.

Appreciate your help completing your survey(s) at your earliest convenience, as we are working to a tight timeframe to analyse the pilot feedback, report findings to our

exec and update the assurance framework documents.

Cheers,

Section 22



# Section 22



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**From:** Section 22

**Sent:** Thursday, 21 November 2024 8:31 AM

**To:** AI Technical Standards <[aistandards@dtg.gov.au](mailto:aistandards@dtg.gov.au)>

**Cc:** Section 22

**Subject:** RE: AI Assurance Framework Pilot update [SEC=OFFICIAL]

Hi Section 22

Thanks for touching base, Section 22 and I were only discussing this yesterday so it's timely that you reached out.

Yes, Services Australia does have some completed assurance plans. We are about to seek support to share the completed assurance plans with DTA and will also arrange for surveys to be completed. We should be able to provide you with that sometime next week or following. Regarding the post-pilot feedback workshops, our preference would be for Thursday 28 Nov or Tuesday 3 Dec. If we can be paired with other large or service delivery agencies participating in the pilot, it would be great to hear their perspectives during the workshop.

Our intention was to seek direct feedback from other initiative owners who have interacted with the assurance plans and provide a consolidated response (noting most AI initiatives currently are starting as experiments). Please let us know if that works okay, to give you an example I can share some feedback we have received from our legal teams below. We have not yet adopted this feedback.

- The 'legal sign-off' should be replaced with a 'legal assurance' section, similar to the privacy assurance section. The concerns with having a legal sign-off that 'all legal requirements are met' are that:
  - what this means is unclear,
  - whether legal risk is managed effectively will depend on factors within the control of the program area, not the legal advisor,
  - Legal 'endorsement' is provided elsewhere within the governance structure (such as through Chief Counsel at Tier 2 Governance Committee).
- Recommended deleting question 11.1 and replacing it with an additional table of 6.4. This legal sign-off requires a lawyer to sign off on both Privacy Assurance and Legal Assurance. It will be difficult for legal advisors to provide this sign off, as management of legal and privacy risk will depend on how effectively program areas implement recommendations identified in privacy and legal assurance advices.
- **Adjusted:** Renamed section 6 to [Privacy protection, security and legal](#)
- **Added:** 6.4 Legal Assurance – [Engage with DDP Legal Branch to obtain legal advice. Any legal advice should be attached to this Assurance Plan.](#)
  - Question: Has legal advice been obtained on the AI system? If yes, have all recommendations been implemented and are there any outstanding legal risks?
- **Adjusted:** 6.2 Privacy Assessment – [Engage with Privacy and Personal Information Release Branch to complete the Privacy Threshold Assessment process. Any Privacy Threshold Assessment, Privacy Assurance Advice or Privacy Impact Assessment should be attached to this Assurance Plan.](#)
  - Question: Has a Privacy Threshold Assessment, Privacy Assurance Advice or Privacy Impact Assessment been undertaken? If so, have all recommendations been implemented?

Happy to discuss further next week, have a great weekend!

Kind regards,

# Section 22

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**From:** AI Technical Standards <[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)>

**Sent:** Wednesday, 20 November 2024 8:37 PM

**To:** Section 22

**Cc:** AI Technical Standards <[aistandards@dta.gov.au](mailto:aistandards@dta.gov.au)>

**Subject:** FW: AI Assurance Framework Pilot update [SEC=OFFICIAL]

**Caution:** Do not click any links or open any attachments unless you trust the sender and believe the content to be safe.

OFFICIAL

Hi **Section 22**

Hope this email finds you well. I'm writing to ask how Services Australia is going with the Pilot AI Assurance Framework, noting we have just over a week to go before the pilot officially ends?

Have you had a chance to complete some AI use case impact assessments using the framework and complete any post-assessment surveys? We would be grateful for a rough indication of how many assessments you commenced/completed and how many surveys you expect to send. Also, please send through any completed surveys whenever they're ready – the sooner we can start collating and analysing these the better. If you are willing to share any assessments, we would gladly receive them, however this is completely optional.

We will be in touch early next week to schedule post-pilot feedback workshops – we are currently looking to schedule these on Thursday 28 and Friday 29 November, and Tuesday 3 December. Please let us know if you have a preference for or against any of those days, or if another day would suit you better.

We are keen to hear directly from staff that are developing and deploying AI and who have been involved piloting the framework's impact assessment process. Once you receive the workshop invite, please forward it on to those who may not be on our direct contact list.

We understand that agencies have different circumstances and that, for example, some agencies may not:

- have many or any AI use cases currently in train to assess
- have any use cases that meet the threshold for a 'covered use case' as defined in the draft framework
- have use cases that meet the medium-to-high risk threshold that would trigger a 'full assessment', beyond section 3 of the draft framework
- have had time/resources to complete the impact assessment process during the pilot period.

Based on our previous discussions, I don't think Services Australia falls into any of these categories, but please let us know if you do – we would be happy to discuss

ways you can still provide valuable feedback on the draft framework and guidance.

I am on leave Thursday-Friday, but back on deck Monday – happy to discuss further then.

Best wishes

Section 22



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OFFICIAL

**From:** AI Technical Standards

**Sent:** Tuesday, 22 October 2024 8:20 PM

**To:** AI Technical Standards <[aistandards@dtg.gov.au](mailto:aistandards@dtg.gov.au)>

**Cc:** Section 22

Section 22

**Subject:** AI Assurance Framework Pilot update

Dear AI Assurance Framework Pilot participants

Thank you once again for engaging in the AI Assurance Framework Pilot – and a warm welcome to colleagues from several new agencies that have joined the pilot in the last couple of weeks! I'm writing to share some updates.

### **Pilot timeframe extended**

First of all, we would like to advise that we are extending the pilot end date by one month, to the end of November. This is in response to requests from some participants, and to allow some more agencies to join the pilot.

Under this revised timeline, we aim to schedule post-pilot feedback sessions with you in the last week of November and first week of December. We will aim to send out some placeholders in the next week or so.

If you would prefer to wrap up your agency's involvement at the end of October as originally planned, please reply to this email to let us know. In those cases, we are happy to schedule feedback sessions in the first week of November.

### **Draft assurance framework published**

You may have seen already that the DTA published the draft AI assurance framework and guidance documents yesterday.

Landing page introducing both documents:

<https://www.digital.gov.au/policy/ai/pilot-ai-assurance-framework>

Direct link to the draft assurance framework:

<https://www.digital.gov.au/policy/ai/pilot-ai-assurance-framework/introduction>

Direct link to the draft guidance: <https://www.digital.gov.au/policy/ai/pilot-ai-assurance-framework/guidance>

We also published a blog post about the draft framework: [DTA pilots new AI assurance framework](#)

The blog post mentions that we intend to publish the list of agencies participating in the pilot at a later date. Please let us know if your agency has a compelling reason to be excluded from a public list of pilot agencies.

I just want to confirm that there are **no substantive changes** to the framework's AI impact assessment process or the guidance material in this web version compared to the Word documents you are accessing on GovTEAMS.

We published the web version primarily for transparency purposes, for a wider audience – it's not intended as a substitute for the Word version, which remains the best way to document your impact assessment as part of the pilot.

You may notice some superficial changes on this web version of the framework. The main differences to note are the document titles, updated to align with Australian Government style requirements. On the web version, these are now called the:

- *Pilot Australian Government AI assurance framework*
- *Guidance for the pilot Australian Government AI assurance framework*

Other updates were limited to changing formatting and layout to comply with web

accessibility requirements, fixing links to some external resources, and adding some introductory/disclaimer text to make the draft, pilot status of the documents clearer for a wider audience.

## Midpoint feedback

Thank you to everyone who attended the midpoint workshops a few weeks ago. Our team really appreciated hearing early insights on the AI impact assessment process from such a diverse range of agencies. We were also pleased that participants found it useful to share their experiences with other agencies.

Based on this, we are planning to hold the post-pilot feedback sessions in a similar format, with 2-3 agencies per session. Please let us know if you would prefer an individual session, or if you have any other feedback on the midpoint workshop format.

Just to share some of the common themes and questions that we noted from the midpoint workshops:

- Questions about how the framework interacts with the AI life cycle – e.g. ‘early experimentation’.
- Should the framework take a more prescriptive approach, or give more flexibility for tailoring to different agency contexts?
- Is additional guidance needed for certain sections – such as the threshold assessment, and risk assessment/mitigation more broadly?
- How best to engage with senior executives, legal counsel and other non-technical staff in the assurance process, and prepare them to confidently sign off on their sections of the assessment.
- How much guidance should the framework provide on aligning the assurance framework with agencies’ existing governance processes?

## Impact assessments

We understand some pilot agencies have not had a chance to complete the framework’s impact assessment process from start to finish. Maybe your AI use case is still in the early experimentation stage of the lifecycle, and therefore not *technically* subject to the framework – or maybe it was rated as low risk at the threshold assessment and therefore doesn’t *require* a full assessment.

We would still encourage anyone in these situations to try out the full assessment process and share your feedback. You could consider how an assessment might change if your AI use case evolves (e.g. if it tips over into the medium risk threshold, or proceeds to later lifecycle stages), or consider a hypothetical use case relevant to your agency’s operations.

If you have any completed post-assessment surveys, please send them through – no need to wait until the end of the pilot to send these.

As we've mentioned before, we understand if you would prefer not to share impact assessments for sensitive AI use cases, and we only require you to send your post-assessment surveys. However, if you are comfortable sharing any non-sensitive use case assessments with the DTA, we would be happy to see them, as they may help us better understand how the framework works in different contexts.

Finally, if you are no longer working on the AI assurance framework pilot, please reply to let us know to remove you from the contact list.

I think that's enough of an update for now. Please do not hesitate to contact our team with any feedback and questions: [aistandards@dtg.gov.au](mailto:aistandards@dtg.gov.au).

Best wishes

Section 22



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