



**Australian Government**  
**Civil Aviation Safety Authority**

FOI  
Schedule 1

**Preliminary charges estimate made under the *Freedom of Information Act 1982***

Detailed calculation of Keeley Phengrasmy, Freedom of Information Officer

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BASIC DATA ESTIMATE	F23/18755
<i>Time taken to do electronic searches, print and tag these documents (minutes)</i>	60
<i>No of relevant documents held electronically (not on registry files)</i>	
<i>No of relevant pages in documents held electronically (not on registry files)</i>	
Number of relevant registry files	1
Number of relevant documents on registry files	1
Number of relevant pages in documents on registry files	7
Number of exempt pages ( <i>electronic AND on registry files</i> )	
Number of pages released with deletions ( <i>electronic AND on registry files</i> )	
Number of third parties to consult	1

Code  
a  
b  
c  
d  
e  
f  
g  
h  
i

TASK	TIME (in hours)	COST @ \$15 per hr
<i>Search and retrieval electronic file searches, including tagging pages (actual time)</i>	1.00	\$15.00
Search and retrieval of registry files @ 10 mins per file	0.17	\$2.50
Search files and tag relevant pages on registry files (45 mins average per file)	0.75	\$11.25
<b>Search &amp; Retrieval Subtotal</b>	1.92	<b>\$28.75</b>
	TIME (in hours)	COST @ \$20 per hr
Examine relevant pages for decision making (5 mins per relevant page).	0.58	\$11.67
Exempted pages (5 mins extra per page).	0.00	\$0.00
Pages released with deletions (3 mins extra per page)	0.00	\$0.00
Consult third parties (2 hours per consultation)	2.00	\$40.00
Preparation and notification of decision (4 hours per 250 relevant pages).	0.11	\$2.24
Subtotal	2.70	53.91
<b>Free decision making time @\$20.00 an hour (capped at 5 hours)</b>	2.70	<b>(\$53.91)</b>
<b>Examine, Consult &amp; Preparation Subtotal</b>	2.70	<b>\$0.00</b>
	PAGES	COST
Photocopies of estimated released docs (incl those with deletions) @ 10c ea	7	<b>\$0.70</b>
Packaging and postage (actual cost)		
<b>Photocopying &amp; Postage Subtotal</b>		<b>\$0.70</b>

Refers to:

a  
d  
d  
b + e

c + f  
g  
h  
i  
c + f

Refers to:  
c + f + h - g

ESTIMATED TOTALS	
NUMBER OF RELEASED PAGES	7
TIME (in hours)	4.61
TOTAL	\$29.45

Refers to:  
c + f - g