



9 August 2022  
FOI Ref 3415

(Not the real) Bob Neil

By email: <foi+request-10457-xxxxxxx@xxxxxxxxxxx.xxx.xx>

Dear Mr Neil

**Freedom of Information Request – Charges**

I refer to your request to the Treasury on 15 July 2023, for access under the *Freedom of Information Act 1982* (the **FOI Act**) to the following:

*Documents from the Parliamentary Document Management System which constitute the Parliamentary Document Record (PDR) for each item of Ministerial Correspondence below:*

1. MC22-018065
2. MC23-005117

*For the avoidance of doubt, I am seeking the whole electronic file relating to each item of correspondence, including (without limitation) drafts, revisions, internal and external referrals, records from all 'tabs' and 'panels', and all other documentary records which constitute the PDR Lifecycle.*

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge in respect of the processing of your request. My preliminary assessment of the charge is \$323.97, based on the following calculations:

Item	Hours	Price
Search and retrieval already undertaken	6.82 hours	\$102.25
Decision-making, including:	First 5 hours (free)	\$0
<ul style="list-style-type: none"> <li>• Examination of relevant pages and deciding whether to release or exempt</li> <li>• The making of any necessary redactions</li> <li>• Preparation of a decision letter.</li> </ul>	11.54 additional hours	\$230.72

<b>TOTAL</b>		<b>\$332.97</b>
<b>Deposit (25% of total cost)</b>		<b>\$83.24</b>

These hourly charges have been calculated using the *Freedom of Information (Charges) Regulations 2019* (the **FOI Regulations**) to reflect the work involved in processing a request and making a decision. Your request has captured 79 documents totalling 92 pages and requiring consultation with at least one third party.

Please be advised that any access you get to the documents will depend on the final decision, and not on payment of the charge.

***What you need to do***

You have 30 days to pay the charges. You can pay the charge in full, or pay a deposit of 25% now and the remainder before you receive any documents. The attachment to this letter sets out the payment options.

***If you dispute the charge***

Please contact the Treasury’s FOI team by emailing [fox@xxxxxxxx.xxx.xx](mailto:fox@xxxxxxxx.xxx.xx) and explain why the charge has been wrongly assessed, why it should be reduced, or why there should be no charge for your request.

Your email must include your reasons for disputing the charge. If you are requesting a reduction in the charge, or that there be no charge, this includes information to help the Treasury understand whether:

- the charge would cause financial hardship to you, or the person on whose behalf you made the request, or
- giving access to the documents is in the general public interest, or in the interest of a substantial section of the public.

The Treasury will then consider your email, and make a decision about whether or not to reduce or remove the charge. You may still contest the charge after paying the charge in full, or in part by deposit.

***What happens next?***

The statutory timeframe for processing your request is suspended until you pay the charge or deposit, or until you receive a decision from the Treasury about removing the charge.

If you do not contact the Treasury or pay the charge or deposit **within 30 days of receiving this letter**, your request will be taken to have been withdrawn.

***Third Party Consultation***

I have identified third parties that might reasonably wish to make exemption contentions pursuant to section 27a of the FOI Act (personal privacy).

The statutory timeframe for processing this request will be extended by 30 days to allow for consultation to occur with these third parties.

Yours sincerely

A handwritten signature in blue ink, appearing to read "T Baird". The signature is written in a cursive style with a blue highlight effect.

Tim Baird  
Assistant Secretary  
Financial System Division

## Department of Treasury Payment Options

Customer Name: \_\_\_\_\_

Customer Address: \_\_\_\_\_

FOI Number: \_\_\_\_\_

**Option 1: Bank Cheque or Australian Money Order** – made out to “Collector of Public Monies”

Attached

**Option 2: Please debit my credit card as follows:**

AMEX

VISA

Mastercard

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Card Number

Expiry Date

CCV Number

Total Amount

Name on Card

Signature of card holder

*Send your completed form:*

*by post to: FOI Officer, The Treasury, Langton Crescent, Parkes ACT 2600*

*or by Email to: [FOI@treasury.gov.au](mailto:FOI@treasury.gov.au)*

Office Use Only			
<i>File Number:</i>		<i>Trim Number:</i>	
<i>Cost Centre:</i>		<i>GL Code:</i>	
<i>Customer Number:</i>		<i>DAN Number:</i>	