



Australian Government
Department of Social Services

By email: foi+request-1105-962329c2@righttoknow.org.au

Dear Ms Rahman

I refer to your request received by the Department of Social Services (**the Department**) on 12 June 2015 for access under the *Freedom of Information Act 1982 (FOI Act)* to:

'...the full report of the quantitative study conducted by ORIMA Research regarding the government childcare package. The study is referenced in this article:

<http://www.theguardian.com/australia-news/2015/jun/05/coalitions-childcare-claims-based-on-limited-online-survey>

Preliminary Assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$60.00, calculated as follows:

Decision-making time: eight hours minus the first five hours* at \$20.00 per hour	60.00
TOTAL	\$60.00

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the Department has in its possession two documents containing an estimated 1,390 pages relevant to your request. I estimate that it will take less than half an hour to locate and retrieve those documents and an additional eight hours to examine the documents, undertake the necessary third party consultation, and prepare a decision on access.

Required Action

If you would like the Department to continue processing your request, you must notify the Department in writing within 30 days of receiving this notice that you:

- A. wish to pay the charge (in full or the required deposit) and pay it;
- B. wish to contend that the charge:
 - (i) has been wrongly assessed;
 - (ii) should be reduced or not imposed; or
 - (iii) both; or
- C. withdraw the request for access.

If you do not provide a written response in accordance with one of Options A, B or C above within 30 days of receiving this notice, your request will be taken to have been withdrawn under subsection 29(2) of the FOI Act.

Further information on options A, B and C is set out below.

Option A – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20 within 30 days of receiving this notice. You may, of course, elect to pay the charge in full at this point.

The amount due should be paid by cheque or money order made out to the Collector of Public Monies—DSS.

Please note that payment of this charge ensures the continued processing of your request, including determining whether the requested documents are exempt or can be released.

Option B – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Subsection 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you financial hardship, and whether the giving of access to the documents is in the general public interest or in the interest of a substantial section of the public.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option C – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

Commercial, Child Care, Disability and Information Law Branch, TOP CW2
Legal Services Group
Department of Social Services
PO Box 7576
Canberra Business Centre ACT 2610

or by email to foi@dss.gov.au

Should you have any queries concerning this matter, please do not hesitate to contact me on (02) 6146 2607 or via email at foi@dss.gov.au.

Yours sincerely

A handwritten signature in black ink that reads "Alexandra Brown". The signature is written in a cursive, flowing style.

Alexandra Brown
Senior Legal Officer
Commercial, Child Care, Disability and Information Law Branch
Legal Services Group

7 July 2015