



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

Detailed calculation by Amy George, Freedom of Information Officer

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BASIC DATA ESTIMATE	F24/5860
<i>Time taken to do electronic searches, print and tag these documents (minutes)</i>	45
<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	26
Number of relevant pages in documents on registry files	250
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	0

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>	0.75	\$11.25
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
Search & Retrieval Subtotal	1.67	\$25.00
	TIME (in hours)	COST @ \$20 per hr
Examine relevant pages for decision making (5 mins per relevant page).	20.83	\$416.67
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)	0.00	\$0.00
Preparation and notification of decision (4 hours per 250 relevant pages).	4.00	\$80.00
Subtotal	24.83	496.67
Free decision making time @\$20.00 an hour (capped at 5 hours)	5.00	(\$100.00)
Examine, Consult & Preparation Subtotal	24.83	\$396.67
	PAGES	COST
Photocopies of estimated released docs (incl those with deletions) @ 10c ea	1	\$0.10
Packaging and postage (actual cost)		
Photocopying & Postage Subtotal		

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	1
TIME (in hours)	26.50
TOTAL	\$421.67

Refers to:
c + f - g