



**Australian Government**  
**Department of Foreign Affairs and Trade**

FOI Ref: 1506-F1195  
File No: 15/27120  
DATE 20 July 2015

Ms Evelyn Doyle  
[foi+request-1118-6b0f1e42@righttoknow.org.au](mailto:foi+request-1118-6b0f1e42@righttoknow.org.au)

Dear Ms Doyle

**Re: Freedom of Information Request**

I refer to your current request for access under the *Freedom of Information Act 1982* (the FOI Act) to:

*"A list of the names of businesses or industry associations that had representatives in the margins of Ministerial Trans-Pacific Partnership Agreement negotiating sessions since September 2013, when Mr Robb was appointed to the Trade Portfolio."*

Preliminary searches for documents relevant to your request have been completed. The next step is to consider the application of section 29 of the FOI Act, which concerns the charge, if any, for processing your request.

I am authorised under section 23 of the FOI Act to make decisions on the charge for processing your request. I have decided that you are liable to pay a charge. Based on the creation of one page, processing time and time taken by the Decision Maker to assess your request (noting that the first five hours are free of charge), our preliminary assessment of the amount of that charge is **\$137.50**. Please note that at this stage in the FOI process, no decision has been made as to whether the information you seek will be released or exempt under the provisions of the FOI Act. My decision relates only to the processing charges.

Now that we have given you written notice of our preliminary assessment of the amount of the charge for processing your request, section 29 provides that you have 30 days within which to:

- agree to pay the charge;
- contend that the charge has been wrongly assessed, or should be reduced or not imposed; or
- withdraw your request.

You may also elect to narrow the scope of your request as a means to reduce the charge which would apply. The narrowed request would be handled as a new FOI request for the purposes of the statutory timelines for access to documents.

Should you agree to pay the charge, the *Freedom of Information (Fees & Charges) Regulations* requires that a deposit of 25 per cent of the total charge be paid where the

preliminary assessment of the charge exceeds \$100.00. I have calculated the required deposit for your request to be **\$34.38**.

You can make your payment by cheque or money order made payable to 'The National Cashier – DFAT'; by credit card (an authorisation form to arrange payment of the application fee by Visa/Mastercard is attached); or by Direct Debit (see details in attachment).

Should you contend that the charge has been wrongly assessed, or should be reduced or not imposed, you will now need to apply for the Department to waive or reduce the charge. The Department may waive or reduce the charge for any reason, including where:

- the payment of the fee or a part of the fee would cause you financial hardship; or
- the giving of access to documents relevant to your request is in the general public interest or in the interest of a substantial section of the public.

A departmental decision-maker will take into account any contentions you put forward, and will make a decision on whether the charge should be imposed, and in what amount.

Section 31 of the FOI Act provides that the 30 day period within which we should process your request is suspended until we receive your payment of the deposit for the charge for processing your request, or we decide not to impose a charge. Should you withdraw your request at this stage, no charge will be imposed.

If we do not receive your response to this letter within 30 days of its receipt, I will consider that you no longer wish to continue with your request, and I will deem it withdrawn. Should you have any queries, or would like to discuss revising the terms of your request, please contact your case officer, Lindy Judge on (02) 6261 1701 or by email to [foi@dfat.gov.au](mailto:foi@dfat.gov.au).

Yours sincerely



Ada Cheung  
A/g Director  
Freedom of Information and Privacy Law Section



## Department of Foreign Affairs and Trade

**Payment of Charges: (Deposit / In Full)**

For the sum of \$ \_\_\_\_\_ as detailed in the FOI Estimate of Charges letter dated \_\_\_\_\_ (FOI ref: 1506-F1195)

### Credit Card Payment for Freedom of Information (FOI) Charges

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I authorise the National Cashier of the Department of Foreign Affairs and Trade to debit my

VISA     MASTER CARD

-  -  -  Expiry: \_\_\_\_/\_\_\_\_

Name appearing on card \_\_\_\_\_

Signature: \_\_\_\_\_

### Payment by Direct Debit

Account Name: Department of Foreign Affairs and Trade  
BSB No.: 092-009  
Account No.: 110329

Please include your surname and 'FOI' in the reference field.