

Our Reference: 36687/15

17 November 2015

John Daniels

By email: foi+request-1277-f9f2c0f5@righttoknow.org.au

Dear Mr Daniels

**Request under the Freedom of Information Act 1982 for Access to Documents –
Request Withdrawn**

I refer to your request under the Freedom of Information Act 1982 (FOI Act) received by this office on 3 October 2015.

You requested access to the following:

“ a copy of a document that contains an extract the minutes of meeting of a Select Committee of the Legislative Council of South Australia related to the Elder Smith & Co Limited Provident Funds Act 1963 ”.

Your request has been withdrawn.

Request for access

Subsection 15(2) of the FOI Act provides that requests for access for documents must meet the following requirements:

1. Be in writing;
2. State that the request is an application for the purposes of the FOI Act;
3. Provide such information concerning the document as is reasonably necessary to enable a responsible officer of the agency to identify it; and
4. Give details of how notices under the Act may be sent to the applicant.

Subsection 15(3) of the FOI Act provides that an agency has a duty to take reasonable steps to assist the person to make the request in a manner that complies with section 15 of the FOI Act.

I refer to the letter I sent to you on 29 October 2015 containing a Notice to Identify Documents under section 24AB of the FOI Act. I provided information about documents held by ASIC to assist you in making a valid request and to clarify the scope of your request.

You were advised that you must before the end of the consultation period do one of the following by written notice:

- a. withdraw the request;
- b. make a revised request;
- c. indicate that you do not wish to revise the request.

We have not received a response from you and the consultation period has ended. This means that your request is taken to be withdrawn under subsection 24AB(7) of the FOI Act, and ASIC will not process this request.

If you have any questions please contact me on 03 9280 4638 or by email at lauren.roy@asic.gov.au

Yours sincerely



Lauren Roy
(Authorised Decision-maker under subsection 23(1) of the FOI Act)
For the Australian Securities and Investments Commission