



Australian Government

Civil Aviation Safety Authority

Legal Services Division

TRIM Ref: F15/8322

22 December 2015

Mr Rob Cumming

By email: foi+request-1423-9a7e742c@righttoknow.org.au

Dear Mr Cumming,

CHARGES NOTICE MADE UNDER THE *FREEDOM OF INFORMATION ACT 1982*

I refer to your email dated 19 October 2015 seeking access to documents under the *Freedom of Information Act 1982* (Cth) (the Act). You sought access to documents related to statements made by Peter Gibson or others of CASA, following the death of Richard Green, his wife and friend in the Hunter Valley on 7 November 2015 released to The Australian, Newcastle Herald and Sydney Morning Herald, including e-mails to the newspaper outlets, internal e-mails of approval for release and transcripts of any verbal communications to those organisations.

I have made a decision to impose charges in the amount of \$44.88 in relation to your application.

In an email dated 21 December 2015, you agreed to pay the charges by PayPal or over the phone by credit card.

In accordance with section 29(1)(f) of the Act, you must, within the period of 30 days from the date of this notice, notify CASA, in writing of one of the following 3 things:

What you must do now

Payment of \$44.88 (GST free) can be made by direct deposit (see attached form for details) to the Civil Aviation Safety Authority. Alternatively, you can Call 1300 308 830 and pay by credit card.

Please ensure that you quote 'FOI F15/8322' when making the payment so we can clearly identify it. Once the payment has been made, please email accounts.receivable@casa.gov.au and copy me into the email so I am aware what date the payment was made so I can continue processing your request.

Under section 31 of the Act, the time limit for processing your request will resume on the day you pay the charge.

Your rights of review

If you disagree with CASA's decision to impose a charge or the amount of \$263.37, you can ask for the decision to be reviewed. There are two ways you can ask for review of a decision, namely internal review by CASA or external review by the Office of the Australian Information Commissioner (OAIC).

Internal review

You can ask CASA to review its decision to impose a charge and/or the preliminary assessment of the charge. There is no charge for internal review. You must apply within 30 days of being notified of the decision, unless CASA extends the application time. You should contact CASA if you wish to seek an extension. CASA must make a review decision within 30 days. If it does not do so, its original decision is considered to be affirmed. The review will be carried out by another CASA delegate. An application for review should be addressed to the Freedom of Information Coordinator at the address below:

Freedom of Information
Legal Services Division
Civil Aviation Safety Authority
GPO Box 2005
Canberra ACT 2601

Review by the Australian Information Commissioner

You can ask the OAIC to review CASA's decision to impose a charge. The Information Commissioner is an independent office holder who can review the decisions of agencies and ministers under the Act.

You do not need to seek an internal review from CASA before seeking a review by the Information Commissioner.

The Information Commissioner's review is free. You must apply to the Information Commissioner within 60 days of being given notice of the decision. You can ask the Information Commissioner for an extension of time to apply, and this may be granted if the Information Commissioner considers it is reasonable in the circumstances.

You must apply in writing and you can lodge your application in one of the following ways:

online: <http://www.oaic.gov.au/freedom-of-information/requesting-a-review>
email: enquiries@oaic.gov.au
post: GPO Box 2999, Canberra ACT 2601
phone: 1300 363 992

More information about Information Commissioner Review is available from <http://www.oaic.gov.au/freedom-of-information/foi-reviews>.

Yours sincerely,



Kirsty Ferguson
Freedom of Information Delegate
Legal Services Division
Civil Aviation Safety Authority

Telephone: 02 6217 1101
Facsimile: 02 6217 1607
kirsty.ferguson@casa.gov.au



Australian Government
Civil Aviation Safety Authority

CASA
Accounts Receivable
GPO Box 2005
Canberra ACT 2601
Ph: 02 6217 1144

Account Name	Civil Aviation Safety Authority
ABN	44 808 014 470
Account Number	10077106
BSB Number	062-900
Bank	Commonwealth Bank of Australia
Branch	Cnr London Cct & Ainslie Avenue Canberra ACT 2601 Australia
Swift Code	CTBAAU2S
Please note: If you choose to pay your account by EFT, it is crucial that you supply a remittance advice to Accounts Receivable by fax	