

From: s 22
To: Michele Bahari
Subject: Your ref: s 22 - CSIRO's VAD Application - Supporting Information
Date: Thursday, 3 September 2015 12:49:05 PM
Attachments: s 22 - s 22 - Summary of requests.pdf

Your ref: s 22

Dear Ms Bahari,

Please find **attached** a table outlining each of s 22 access actions from 2010 – present. Please consider this an addendum to 'CSIRO's Application for a Vexatious Application Declaration', dated 7 August 2015. I note, the attached table captures the following information:

- The date of s 22 access action;
- The subject matter of the access action;
- The number of relevant documents for each access action;
- An estimate of processing time for each access action.

In relation to the estimate of processing time, the estimate was calculated on 'actual' recorded time (captured on time control sheets) and an estimate of processing time where the FOI decision maker's time was not recorded contemporaneously. The estimate of processing time was based on an individual review of each FOI request file; which based the calculation of hours for decision making time based on the number and complexity of the documents and decision letter. Processing time was increased where there was third party consultation; consultation with the applicant (informal/formal e.g. a s 24AB(2) Notice) and a further access action for a particular request (internal review, Information Commissioner Review).

An example of the calculations, conducted for each access action is below:

s 22 Correspondence (including attachments) originating from or addressed to s 22
 - from December 2009 to February 2010 inclusive.

Table of calculations:

Activity:	Hours:
Recorded time (recorded on time control sheet) spent on searches by (8) individual CSIRO Officers	11 hours
Decision making time (estimate):	2 hours
Collating documents from searches:	2 hour 40 mins
Document review (21 relevant	

documents, 85 pages at 2 min per page):	2 hours
Drafting Decision letter (all documents released):	
Correspondence with applicant/applicant's medical practitioner, including drafting emails and complexity of correspondence (minimal for this access action):	30mins
Third party consultation:	Nil
Internal Review:	Nil
Hours recorded by internal legal counsel (legal advice):	Nil
Hours recorded by external lawyer (legal advice):	3 hours

Total hours for s 22 : **20 hours**

CSIRO notes, that any time recorded for time spent processing the documents for each access action for CSIRO's disclosure log, was discounted (not included) in the hours calculations for s 22 request).

CSIRO further notes, in relation to s 22 FOI requests and other access actions (2010 – 2015), CSIRO has spent over \$40,000 on legal advice and assistance.
Please do not hesitate to contact me, should you require any further information.

Kind regards,

s 22

Legal Counsel, CSIRO

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Please note: I am in the office on Monday, Thursday and Friday.

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