



Australian Government
Civil Aviation Safety Authority

LEGAL AFFAIRS, REGULATORY POLICY
AND INTERNATIONAL STRATEGY

TRIM Ref: F16/6051

23 December 2016

Mr Rob Cumming

By email: Rob Cumming foi+request-2351-accde2c2@righttoknow.org.au

Dear Mr Cumming,

CHARGES NOTICE MADE UNDER THE FREEDOM OF INFORMATION ACT 1982

I refer to your email dated 19 December 2016 seeking access to documents under the *Freedom of Information Act 1982* (Cth) (the Act). You made a request for all material to support the writing of Part 61, CAR 206 that relates to the head of power to make that part or regulation. This includes the connection to the Acts that were consulted and the specific material used to support the making.

On 22 December 2016 I made a decision to impose charges in the amount of \$60.28 in relation to your application. On 23 December 2016 you agreed to pay the charges set out in the preliminary charges notice.

What you must do now

Payment of \$60.28 (GST free) can be made by credit card by completing the attached form and sending back for processing.

Alternatively, if you wish to pay by direct deposit (see attached form for details), please ensure that you quote 'FOI F16/6051' 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 (or when the cheque has cleared).

Your rights of review

If you disagree with CASA's decision to impose a charge or the amount of \$84.63, 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.

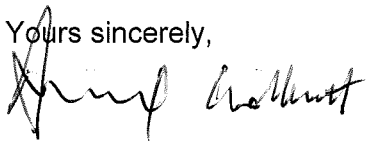
You must apply in writing and you can lodge your application in one of the following ways:

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

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

Please do not hesitate to contact me if you have any questions in relation to your request.

Yours sincerely,



David Gobbitt
A/g Freedom of Information Coordinator
Legal Affairs, Regulatory Policy and International Strategy Branch

Email address: david.gobbitt@casa.gov.au



Freedom of Information Remittance Advice

Name: Rob Cumming

FOI Reference: F16/6051

General Ledger Codes: 7000-100001-1181

Amount: \$60.28

For payment by Cheque:

BSB:
Cheque Number:
Account Number:
Cheque Name:

For payment by Credit Card:

Please debit my: MasterCard
 Visa

Card Number:

Expiry Date: ____/____

.....
Card Holder Name (Please Print)

.....
Card Holder signature