

13 June 2017

By email: foi+request-3614-14a2db6d@righttoknow.org.au

ACMA file reference: ACMA

Dear Applicant

Request for access to documents under the *Freedom of Information Act 1982*

I refer to your *Freedom of Information Act 1982* (FOI Act) request received on 8 June 2017 in which you sought access to:

[...] a document or documents (likely prepared under s.17 of the FOI Act) that details the year on year increase in remuneration (as a percentage, rounded to the nearest decimal point) paid to each of ACMA's SES staff for the financial years: 2013/14 to 2014/15 and 2014/15 to 2015/2016 as determined from the group certificates/PAYG summaries issued to those SES staff (pro-rated, to reflect full year amounts, if necessary). I'm not interested in the names of the SES officers and so I'm happy for you to de-identify those.

Charges

The processing charges which the ACMA is entitled to charge are prescribed in the *Freedom of Information (Charges) Regulations 1982*.

These charges include:

- searching and retrieving (\$15.00 per hour)
- making a decision on access (\$20.00 per hour after the first five hours, which are for free)
- photocopying a written document (10 cents per page)
- making a copy of a written document other than a photocopy (\$4.40 per page)
- postage or delivery (an amount not exceeding cost of postage or delivery)
- transcribing (\$4.40 per page)
- supervising, if the applicant wishes to inspect (\$6.25 per half an hour, or part thereof).

The ACMA will, in accordance with section 29 of the Act, advise you if you are liable to pay any charge and provide a preliminary assessment of those charges.

Time for processing

The statutory timeframe for responding to your request under the FOI Act is generally 30 days, commencing the day following the day on which the ACMA received the valid application.

In accordance with subsection 15(5) of the FOI Act, we will notify you of a decision regarding your request as soon as practicable, but in any event by 10 July 2017, unless the timeframe is extended under the FOI Act.

Further information

Further information about the FOI Act, including the ACMA's publication obligations, is available on the ACMA's website at:

<http://www.acma.gov.au/theACMA/About/Corporate/Accountability/freedom-of-information-and-public-interest-disclosure>.

Yours sincerely



Shirley Hedditch
Manager, People and Workplace