



Mr Jackson Gothe-Snape

By email: foi-request-3780_ba01e43d@righttoknow.org.au

Dear Mr Jackson Gothe-Snape

1. I refer to your correspondence, received by the Department of Employment (the Department) on 31 August 2017, in which you requested access under the *Freedom of Information Act 1982* (Cth) (FOI Act) to the following documents:

.....a spreadsheet or database extract of all Department travel for 2016/17.

Notice of intention to refuse your FOI request

2. I have consulted with officers within the Finance Branch who are best placed to advise on whether the Department is likely to hold documents within the scope of your request.
3. I understand that information relating to departmental travel exists under several categories of travel, such as air travel, taxis, hire cars and personal cars (i.e. where mileage is reimbursed).
4. I am advised that in order to produce documents within the scope of your request, the Department would need to interrogate the general ledgers containing the relevant information, verify that miscoding has not occurred, verify transactions against the general ledgers, and seek information from a number of different areas regarding travel not booked through the Department's travel provider.
5. Given that your request captures a large amount of data (over **700 pages**), this amounts to a very substantial amount of work. I am advised that approximately **60 hours** would be required to produce the documents. This does not include time that would be required for the Information Law Team to review the documents and prepare a decision on access.
6. In view of this, I am writing to you under subsection 24AB(2) of the FOI Act to notify you of my intention to refuse your FOI request, on the basis that a practical refusal reason exists, i.e. processing the request would substantially and unreasonably divert the resources of the Department from its other operations.

Request Consultation Process (section 24AB)

7. Before making a decision to refuse your request on the above grounds, I am required under section 24 of the FOI Act to provide you with an opportunity to make submissions in support of your request as currently worded or to revise the scope of your request, so that the practical refusal reason will no longer exist.

8. It is open to you to pursue your request by making submissions in support of your request as currently worded, or to further amend the scope of your request. We would be able to process your request if you amended it so that it only covered information relating to air travel by departmental officers.
9. You have 14 days from the day you receive this letter to contact me and do one of the following:
 - a. withdraw your request;
 - b. make a revised request; or
 - c. indicate that you do not wish to revise the request.

10. You can contact me by writing to the following address:

Attention: James Ramsay
Government Lawyer
Corporate Legal
Loc: C12MT1-Legal
GPO Box 9880
Canberra ACT 2601

Alternatively, you can send an email to foi@employment.gov.au.

11. If you do not contact the Department within this period, your FOI request will be taken to have been withdrawn under subsection 24AB(7) of the FOI Act.

Yours sincerely



James Ramsay
Government Lawyer
Information Law Team
Corporate Legal
28 September 2017