



Statement of reasons made under the *Freedom of Information Act 1982*

Decision and reasons for decision of Carl Murphy, Chief Operating Officer, Corporate Division

FOI reference number: FOI 18-023
Documents: Summary of travel expenses
Applicant: Jackson Gothe-Snape
Decision date: September 2017

Summary

1. I have made a decision to release the documents subject to your request in full.
2. I am an officer authorised by the Secretary of the Department of Infrastructure and Regional Development (the Department) to make decisions about access to documents in the possession of the Department in accordance with section 23(1) of the *Freedom of Information Act 1982* (the FOI Act).

Background

3. On 31 August 2017 you made a request for access to documents in the possession of the Department. Your request sought access to:

A summary report of all travel related account codes from your financial management information system, by total transactional value, by month, for 2016/17 under s17 of the FOI Act.

Charges for providing access

4. I have considered whether it would be appropriate to impose charges in relation to your request. As the data you have requested is limited in volume, and it would cost more in employee time to impose the charges than you would be liable to pay, I have decided that it would be appropriate to waive charges for processing your request in this instance.

Documents subject to this request

5. The Department has undertaken a search of its records, and has identified that no discrete documents existed at the time of your request that contained the data you requested.

6. Section 17 of the FOI Act states that where a request is made to an agency, but it is for information that is not available in discrete form in written documents of the agency, and the agency could produce a written document containing the information in discrete form by the use of a computer, then the agency shall deal with the request as if it were a request for access to such a document.
7. I consider that the document you have requested meets the above criteria; therefore, the Department has created the relevant summary, which is listed in schedule 1.

Decision

8. I have made a decision to release the document subject to your request in full.
9. The FOI Act provisions used to make my decision are available here:
http://www.austlii.edu.au/au/legis/cth/consol_act/foia1982222/
10. If you cannot access this website, but would like a copy of the appropriate provisions, please contact the FOI Coordinator (contact details at the end of this notice).

Your rights of review

11. If you disagree with your FOI decision, you can ask for the decision to be reviewed. There are two ways you can ask for review of a decision: internal review by the Department, and external review by the Office of the Australian Information Commissioner (OAIC).

Internal Review

12. You can ask the Department to review its decision in relation to access to documents. There is no charge for internal review. You must apply within 30 days of being notified of the decision, unless the Department extends the application time. You should contact the Department if you wish to seek an extension. The Department 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 a different departmental officer, usually someone at a more senior level. You must apply in writing and you can lodge your application in one of the following ways:

Post: FOI Coordinator
Department of Infrastructure and Regional Development
GPO Box 594, Canberra ACT 2601
Fax: (02) 6275 1347
Email: <FOI@infrastructure.gov.au>

Information Commissioner Review

13. The OAIC is an independent office that can review the decisions of agencies and ministers under the FOI Act and investigates complaints about agency actions.
14. You can ask the OAIC to review the Department's decision. You do not need to seek an internal review from the Department before seeking a review from the OAIC. However, going through the Department's internal review process gives us the opportunity to reconsider the initial decision and your needs may be met more quickly without undergoing an external review process.

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

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

Online: www.oaic.gov.au

Post: Office of the Australian Information Commissioner
GPO Box 5218, Sydney NSW 2001

Facsimile: (02) 9284 9666

Email: enquiries@oaic.gov.au

In person: Level 3, 175 Pitt Street, Sydney, NSW 2000

More information about your review rights under the FOI Act is available in Fact Sheet 12 published by the OAIC: www.oaic.gov.au/freedom-of-information/foi-resources/freedom-of-information-fact-sheets/foi-factsheet-12-your-review-rights.

Contacts

17. If you wish to discuss this decision, please contact the Department's FOI coordinator on (02) 6274 7507 or via email at FOI@infrastructure.gov.au.



Carl Murphy
Chief Operating Officer
Corporate Division

 September 2017





Schedule of documents

FOI reference number: FOI 18-023
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Document reference	Pages	Date of document	Document description	Decision	Exemption provision
Document 1	1	7 September 2017	Summary report	Release in full	—