



Australian Government

Australian Public Service Commission

Anonymous
By email: foi+request-4012-05b208fc@righttoknow.org.au

Our reference: C17/1516

Dear Applicant,

Freedom of Information Request

I write in response to your email request dated 9 August 2017, seeking access to documents held by the Australian Public Service Commission (the Commission) under the *Freedom of Information Act 1982* (FOI Act), as follows:

I request the Commissioner's diary showing meetings attended since 1 July 2017.

Preliminary Assessment of the Charge

In accordance with section 29 of the FOI Act, I have determined that you are liable to pay a charge for the processing of your request.

My preliminary assessment of that charge is \$1,172.50, calculated as follows:

Search and retrieval time: 1.10 hours, at \$15.00 per hour:	\$16.50
Decision-making time (*after deduction of 5 hours), including consultation with third parties: 57.80 hours, at \$20.00 per hour	\$1,156.00

TOTAL	\$1,172.50
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*I note that the FOI Act provides that the first 5 hours of decision making time be provided free of charge, and confirm that this deduction is reflected in the calculation above.

Required Action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- a) agree to pay the charge;
- b) wish to contend that the charge:
 - i. has been wrongly assessed; or
 - ii. should be reduced or not imposed; or

- b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Review rights

You are entitled to seek review of this decision. Your rights are set out at **Attachment A** to this letter.

Contacts

If you require clarification of any of the matters discussed in this letter you should contact the Commission's FOI Officer by email at foi@apsc.gov.au.

Yours sincerely

A handwritten signature in black ink, consisting of a stylized, cursive 'M' followed by a long horizontal stroke.

Group Manager, Employment Policy
Authorised FOI decision maker
7 September 2017

You can also complain to the Information Commissioner about how an agency handled an FOI request, or about other actions the agency took under the FOI Act.

You can contact the Information Commissioner to request a review of a decision or lodge a complaint in one of the following ways:

Email: enquiries@oaic.gov.au

Post: GPO Box 2999
CANBERRA ACT 2601

***Please note:** On 13 May 2014, the Australian Government announced a decision to disband the Office of the Australian Information Commissioner (OAIC). However, the OAIC remains operational until further notice. Information on the OAIC public website advises that Information Commissioner Reviews will continue to be handled by the OAIC and FOI complaints will be referred to the Commonwealth Ombudsman. Please contact the OAIC on the details above if you require further information.

The Commonwealth Ombudsman

You can complain to the Commonwealth Ombudsman concerning action taken by an agency in the exercise of powers or the performance of functions under the FOI Act.

The Ombudsman will consult with the Information Commissioner before investigating a complaint about the handling of an FOI request.

A complaint to the Commonwealth Ombudsman may be made orally or in writing. No particular form is required to make a complaint to the Ombudsman, but the request should be in writing and should set out the grounds on which it is considered that the action taken in relation to the FOI request should be investigated. The Ombudsman may be contacted in one of the following ways:

Email: ombudsman@ombudsman.gov.au

Post: 1300 362 072 (local call charge)

Post: Level 5, Childers Square,
14 Childers Street
Canberra City ACT 2601