



Our ref: 60959

Aidan Darcy
Right to Know

By email: foi+request-4507-172e6901@righttoknow.org.au

Dear Mr Darcy

Freedom of Information Act 1982 - Notice of preliminary estimate of charge

I refer to your correspondence received by the Department of Industry, Innovation and Science (the department) on 15 April 2018, in which you sought access under the *Freedom of Information Act 1982* (the FOI Act) to the following:

"Please provide all department policy documents relating to the proposed legislative changes to the R&D Tax Incentive from 01 July 2017 - 01 May 2018."

Notice of Liability to Pay a Deposit

I am an authorised decision maker under section 23 of the FOI Act.

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge in respect of the processing of your request, being \$490.90.

Estimate of charge

My preliminary assessment of that charge is based on approximately 15 documents (consisting of 163 pages). I have also taken into account the fact that the first five hours of decision making time are free to all applicants requesting documents other than their own personal information.

Search and Retrieval – 7.75 hours at \$15 per hour	\$	116.25
Decision making time – 9.32 hours at \$20 per hour	\$	474.65
Total	\$	590.90
First 5 hours free	\$	-100.00
Final amount	\$	490.90
Deposit	\$	122.70

Payment of the deposit will only entitle you to a decision.

Processing your FOI request

Please note that the department will not make a decision on the potential release of any documents until charges are paid to, or remitted by, this department. In accordance with section 31 of the FOI Act, the time limit for processing your request is suspended from the day you receive this notice and will resume on either the day the charge or deposit is paid, or on the day on which the department makes a decision not to impose a charge.

Your rights and alternatives

You may contend that the charge has been wrongfully assessed, should be reduced or not imposed. In deciding whether to reduce or not impose a charge the decision maker must, among other things, take into account whether payment of the charge, or part of it, would cause you financial hardship and whether the giving of access to the documents is in the general public interest.

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
 - (iii) both
- C. withdraw the request for access.

Further information on options A, B and C is set out below.

Option A - pay the deposit

As the charge exceeds \$100, you are required to pay a deposit of \$122.70 which is 25% of the total amount, within 30 days of receiving this notice.

This is notice of a preliminary estimate of the charge. At the end of the decision making process, you will be issued with a final assessment of charges, based on the decision making process. At this point, you will be asked to the balance of that final assessment, after subtracting this deposit.

Please make the cheque payable to the Collector of Public Monies and mark it attention to:

The FOI team
Department of Industry, Innovation and Science
GPO Box 2013
CANBERRA ACT 2601

The department accepts visa or master card. If you would like to pay by credit card please complete the enclosed credit card payment request form, return a scanned copy to the CPM@industry.gov.au and copy the FOI team in your email at FOI@industry.gov.au

Option B - seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Subsection 29(5) of the FOI Act provides that in deciding whether to reduce or not to impose a charge, the decision maker must take into account any relevant reasons. This included whether payment of the charge, or part of it, would cause you financial hardship, and whether the giving of access to the documents is in the general public interest or in the interest of a substantial section of the public.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please

provide sufficient details of your financial circumstances to enable the decision maker to make a well-informed decision in this regard.

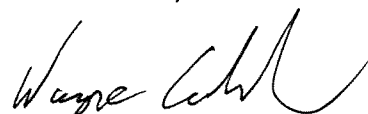
Option C - withdraw your request

If you wish to withdraw your request you may do so in writing.

If you fail to notify the department in a manner mentioned above within 30 days of receipt of this notice it will be taken that the request has been withdrawn.

Should you have any queries in relation to this matter please contact the FOI team by e-mail: FOI@industry.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Wayne Calder', with a stylized flourish at the end.

Wayne Calder
General Manager
Business Environment Branch

/o May 2018