



Australian Government

Australian Public Service Commission

D Watson

By email: foi+request-4880-a8fd2cee@righttoknow.org.au

Reference: C19/396

Dear Sir / Madam

Freedom of information request – charges refund

1. I refer to your request dated 13 October 2018 for access to documents under the *Freedom of Information Act 1982* (FOI Act).
2. On 19 December 2018 charges of \$71.72 were imposed in respect of the processing of your request. You subsequently paid these charges and a decision on your request was issued on 12 March 2019.
3. The charges of \$71.72 were imposed in respect of documents comprising a total of 76 pages. In the decision on your request, however, it was determined that only 32 documents comprising 61 pages were relevant to your request. Consequently, you are entitled to a partial refund for the charges you have paid.
4. I have determined that you are entitled to a refund of \$15. I determined this amount on a simple pro-rata basis, rounding the result up to the nearest dollar.

Refund process

5. The Commission's Finance area has advised me that the details received when you paid the charges are insufficient to enable the processing of a refund to you.
6. In order to process your refund, the Commission requires the following bank details from you:
 - account name;
 - account number; and
 - BSB number.
7. We do not recommend that you provide us this personal information through the Right to Know website. You could email this information to foi@apsc.gov.au. However, we will need to verify that any person emailing the FOI inbox is in fact the same person that submitted and paid the FOI charge. To verify this, we ask that you identify in your email the account name the charge was paid from, and the description used.

Contacts

8. If you require clarification of any of the matters in this letter you may contact the Commission's FOI co-ordinator by telephone on (02) 6202 3500 or by email at foi@apsc.gov.au.

Yours sincerely



Chris Luton

Authorised FOI decision maker

25 June 2019