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Mr Phil Richards

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Dear Mr Richards

Your Freedom of Information Request – Notice of consultation requirements

I refer to your email dated 24 July 2019 in which you requested access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

“Documents relating to gift declarations by Airservices Australia executive and staff for the last three years.”

Third party consultation

As your request covers documents which contain information concerning the business, commercial or financial affairs of an organisation, or another person’s business or professional affairs, Airservices is required to consult with the third party concerned (under section 27 of the FOI Act) before making a decision on the release of those documents.

If the third party being consulted objects to the release of relevant documents concerning them, Airservices will take their submissions into account when making a decision on whether to grant you access to the documents.

Extension of FOI processing timeframe for consultation

In accordance with subsection 15(6) of the FOI Act, the period for processing your FOI request has been extended by 30 days to enable Airservices to undertake the third party consultation.

This means that the FOI processing period will now end on **23 September 2019** (the new FOI decision due date).

Contact

If you wish to discuss this notice further, please contact me via email at legal@airservicesaustralia.com.

Yours sincerely

FOI Coordinator and Authorised Decision Maker
Legal Services Team
Airservices Australia

23 August 2019