



Australian Government
Civil Aviation Safety Authority

LEGAL, INTERNATIONAL AND REGULATORY AFFAIRS

TRIM Ref: F22/34725

20 December 2022

J Doe

Via email: foi+request-9618-bd514b94@righttoknow.org.au

Dear J,

REQUEST FOR ACCESS UNDER THE *FREEDOM OF INFORMATION ACT 1982*

I refer to your email dated 27 November 2022 seeking access to documents under the *Freedom of Information Act 1982* (the Act). Your request was for:

Please take this as my request for the following documents that you hold over the previous 5 years

- All approvals for Wing Aviation to operate in CASA-regulated airspace
- All incidents that relate to Wing Aviation's operations are provided to CASA as required.
- Details of all complaints received by CASA in relation or in objection to the Wing Aviation operation in CASA regulated Airspace
- The report that is required of Wing Aviation as per section 10(2) and 10(3) or Instrument number CASA EX172/20 (earlier, replaced superseded for all locations operated in CASA-regulated airspace)
- A copy of each safety case and environmental plans submitted to CASA for each application submitted to CASA

On 28 November 2022 I emailed you seeking clarification regarding the scope of your request, informing that Wing Aviation operates in both the ACT and QLD and therefore if you could confirm if your request related to either operation location or both.

On 28 November 2022 you replied advising “*Yes this is for all areas that Wing has applied for or has been granted access for*”.

I have made a decision to impose charges in the amount of \$661.67 in relation to your application.

Authority to make this decision

I am an officer authorised by the Director of Aviation Safety to make decisions about charges applying to requests for access to documents in the possession of the Civil Aviation Safety Authority (CASA) in accordance with section 23(1) of the Act.

Your liability to pay a charge

In accordance with section 29(1) of the Act, I have decided that you are liable to pay a charge in relation to your request.

Preliminary assessment of the amount of the charge

In accordance with section 29(1)(b) of the Act, CASA has undertaken a preliminary assessment of the amount of the charge you are liable to pay in relation to your FOI request. Accordingly, you are liable to pay \$661.67. A breakdown of this charge, as well as the basis on which the assessment is made, is provided for in detail at Schedule 1.

What you must do now

In accordance with section 29(1)(f) of the Act, you must, within the period of 30 days from the date of this notice, notify CASA, in writing of one of the following three things:

1. agree to pay the charge;

If you agree to pay the charges, I will then write to you formally imposing the charge and advise you how to pay it.

2. contend that the charge has been wrongly assessed, or should be reduced or not imposed, or both—that you so contend, giving reasons for so contending; or

If you make such a contention, I must then decide whether to reduce the charge or not to impose a charge. I must consider any relevant reasons, including whether any contention that 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. It is necessary that you provide evidence of financial hardship, or specify how the public would benefit from disclosure if you rely on either of these grounds.

3. withdraw the request for access to the document concerned.

If you fail to give CASA notice of any of the above three things within 30 days of the date of this notice or such further period that CASA allows in writing, your request for access will be taken to have been withdrawn.

Extension of period of processing request

Under section 31 of the Act, the time limit for processing your request is extended by the period of time commencing on the day you receive this notice and ending on the day you pay the charge or the day CASA makes a decision not to impose a charge.

Please do not hesitate to contact me if you have any questions in relation to your request.

Yours sincerely,



Keeley Phengrasmy
A/g Freedom of Information Officer
Advisory and Drafting Branch
Legal, International and Regulatory Affairs Division
Civil Aviation Safety Authority