

Right to Information Act 2009

Application for Assessed Disclosure

Full Name of Applicant(s)

Postal Address

Post Code

Home Phone

Business Phone

Mobile Phone

Email

General Topic of Information Applied For (one sentence summary of information requested)

Description of efforts made prior to this application to obtain this information, eg web search, publications etc.

Details of the information sought (if insufficient space please attach additional information)

Applicant's Signature

Date

Application Fee included (\$38.25 as at 1 July 2016)

If this application is for personal information, proof of identity must be provided. (A copy of photo identification which has been certified as a true copy by a Justice of the Peace or Commissioner for Declarations is the minimum acceptable.)

or Application for Waiver

Member of Parliament in relation to official business.

Financial Hardship (eg. holder of Commonwealth Health Care Card)

Public Interest or Benefit (you will need to show that you intend to use the information for this purpose)

Please provide details of reason for applying for waiver of fee:

Information about assessed disclosure under the Right to Information Act 2009

Object of the Act

Section 3 of the Act includes this statement of the objects of the Act:

- (1) The object of this Act is to improve democratic government in Tasmania -
 - (a) by increasing the accountability of the executive to the people of Tasmania; and
 - (b) by increasing the ability of the people of Tasmania to participate in their governance; and
 - (c) by acknowledging that information collected by public authorities is collected for and on behalf of the people of Tasmania and is the property of the State.
- (2) This object is to be pursued by giving members of the public the right to obtain information held by public authorities and Ministers.
- (3) This object is also to be pursued by giving members of the public the right to obtain information about the operations of Government.
- (4) It is the intention of Parliament -
 - (a) that this Act be interpreted so as to further the object set out in subsection (1); and
 - (b) that discretions conferred by this Act be exercised so as to facilitate and promote, promptly and at the lowest reasonable cost, the provision of the maximum amount of official information.

How to apply

Applications are to be made in writing and include the information required by Regulation 4 of the Right to Information Regulations 2010. Applications are to be accompanied by the application fee. This fee is 25 fee units, which is \$38.25 as at 1 July 2014 and is indexed annually. An applicant can apply for the application fee to be waived where the applicant is a Member of Parliament in the pursuit of their official duty; where the applicant is impecunious; and where the information sought is intended to be used for a purpose that is of general public interest or benefit.

Responsibilities of the public authority

Applicants are to be notified of the decision on an application for assessed disclosure within 20 working days of the application being accepted by the public authority. Before the application is accepted, the public authority has a maximum of 10 working days to negotiate with the applicant to further define the application. If a need to consult with a third party arises, a further 20 working days will be allowed in addition to the original 20 days. If these time limits are not conformed with, the application will be deemed to be refused and the applicant may apply to the Ombudsman for a review of that decision.

Proof of Identity

If you are applying for personal information related to you which is held by a public authority you will need to provide proof of identity prior to any information being released to you. This should be done at the time of making your application.

A copy of photo identification which has been certified as a true copy by a Justice of the Peace or Commissioner for Declarations is the minimum acceptable. Do not send original identification through the post.

Credit Card Payment Master Card Visa

Credit Card Number

Expiry date (mm/yy)

Amount Paid \$

Cardholder's Name

Phone number

Signature

Forward Completed Form With Cheque/Money Order or Completed Credit Card Authority To

Department of Justice

WorkSafe Tasmania

PO Box 56, Rosny Park, TAS 7018

Phone: (in Tasmania) 1 300 366 322; (outside Tasmania) - 03 6166 4600; Fax 03 6173 0206

Email: wstinfo@justice.tas.gov.au Website www.worksafe.tas.gov.au



Tasmanian
Government