



# Right to Information Act 2009

## Application for Assessed Disclosure

### Applicant's Details:

Name:

Title:

Postal Address:

### Daytime contact information:

Telephone:

Business

Home

Mobile

Email:

### Public Authority or Minister applied to:

Have you submitted a similar request to any other Minister or Public Authority? (If yes, please specify)

### General topic of information applied for:

(one sentence summary of information requested)

### Description of efforts made prior to this application to obtain this information:

**Application fee included (please tick)**

Cheque or money order payable to Department of Treasury and Finance for \$35.00 or Pay to Department of Treasury and Finance Operating Account, Westpac, BSB 037001, Account Number 268761 – please include a payment reference - “RTI” and your name eg RTI AX Smith (fee current until 30 June 2012)

Office Use: Fee Received and Received:

YES/NO

**OR**

**Application for waiver:**

Member of Parliament

Impecunious applicant

General public interest or benefit

**Reasons for application for waiver of fee:**

(Reasons why it is considered that the fee should be waived)

**Proof of Identity:**

**If application for is for release of your personal information you must provide proof of identity before we can release the information – if lodging by email or mail you will need to provide certified copies (please tick if this applies to you)**

Office Use: Proof of Identity Sighted/Received and Acceptable

YES/NO

**Details of the information sought:**

(If there is insufficient room in the space provided please attach further details.)

**Applicant’s Signature:**

**Date:**

## **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.*

### **Applications for assessed disclosure**

- Applications are to be addressed to:

Right to Information Officer  
Department of Treasury and Finance  
GPO Box 147  
HOBART TAS 7001

Or email: <mailto:secretary@treasury.tas.gov.au>

- 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 equates to \$35.00 as at 1 July 2011) 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.