

## Right to Information Act 2009

### Application for Assessed Disclosure

Applicant's Details					
<b>Name:</b>			<b>Title</b>		
<b>Postal Address:</b>					
Daytime contact information					
<b>Telephone:</b>	Business:		Home:		Mobile:
<b>Email:</b>					
<b>Public Authority or Minister applied to:</b>					
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 only)					
Description of efforts made prior to this application to obtain this information:					
<b>Application fee included:</b>	<b>Yes</b>		<b>No</b>		
Cheque or money order payable to Department of Treasury and Finance for \$42.50; or pay to Department of Treasury and Finance Operating Account, Westpac, BSB 037001, Account Number 268761 (fee current until 30 June 2023). Please include a payment reference - "RTI" and "your name" e.g. RTI J. Smith					
<b>Office use: Fee received and receipted Yes/No</b>					
<b>Application for waiver:</b>	<b>Impecunious applicant</b>				
	<b>Member of Parliament</b>				
	<b>Journalist</b>				
	<b>General public interest or benefit</b> (provide reason below)				
Reasons for application for waiver of fee:					

**Details of the information sought:**

If there is insufficient room in the space provided, please attach further details

**Relevant dates and time periods that may relate to the information being sought (if known):**

What time period / date range would you like us to search within?

**Proof of identity required:**

**Yes**

**No**

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

**Office use: Proof of identity sighted / received and acceptable**

**Yes / No**

**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: [rti@treasury.tas.gov.au](mailto:rti@treasury.tas.gov.au)

- Applications are to be made in writing and include the information required by Regulation 5 of the [Right to Information Regulations 2021](#).
- Applications are to be accompanied by the application fee. This fee is 25 fee units (which equates to \$42.50).
- 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 a journalist acting in connection with their professional duties; 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.