



Preliminary charges estimate made under the *Freedom of Information Act 1982*

Detailed calculation by Amy George, Freedom of Information Officer

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BASIC DATA ESTIMATE	F24/8772
<i>Time taken to do electronic searches, print and tag these documents (minutes)</i>	180
<i>No of relevant documents held electronically (not on registry files)</i>	
<i>No of relevant pages in documents held electronically (not on registry files)</i>	
Number of relevant registry files	2
Number of relevant documents on registry files	4
Number of relevant pages in documents on registry files	13
Number of exempt pages (<i>electronic AND on registry files</i>)	
Number of pages released with deletions (<i>electronic AND on registry files</i>)	
Number of third parties to consult	2

Code
a
b
c
d
e
f
g
h
i

TASK	TIME (in hours)	COST @ \$15 per hr
<i>Search and retrieval electronic file searches, including tagging pages (actual time)</i>	3.00	\$45.00
Search and retrieval of registry files @ 10 mins per file	0.33	\$5.00
Search files and tag relevant pages on registry files (45 mins average per file)	1.50	\$22.50
Search & Retrieval Subtotal	4.83	\$72.50
	TIME (in hours)	COST @ \$20 per hr
Examine relevant pages for decision making (5 mins per relevant page).	1.08	\$21.67
Exempted pages (5 mins extra per page).	0.00	\$0.00
Pages released with deletions (3 mins extra per page)	0.00	\$0.00
Consult third parties (2 hours per consultation)	4.00	\$80.00
Preparation and notification of decision (4 hours per 250 relevant pages).	0.21	\$4.16
Subtotal	5.29	105.83
Free decision making time @\$20.00 an hour (capped at 5 hours)	5.00	(\$100.00)
Examine, Consult & Preparation Subtotal	5.29	\$5.83
	PAGES	COST
Photocopies of estimated released docs (incl those with deletions) @ 10c ea	13	\$1.30
Packaging and postage (actual cost)		
Photocopying & Postage Subtotal		

Refers to:

a
d
d
b + e

c + f
g
h
i
c + f

Refers to:
c + f + h - g

ESTIMATED TOTALS	
NUMBER OF RELEASED PAGES	13
TIME (in hours)	10.12
TOTAL	\$78.33

Refers to:
c + f - g