



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 30 August 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$53.04 calculated as follows:

Search and retrieval time: 3 hours at \$15.00 per hour	\$45.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$48.04
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$53.04

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 21 documents with 32 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-32197) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon as it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary
Workforce Engagement and Productivity Engagement Branch
Agricultural Policy Division
13 September 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-32195

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 30 August 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$63.88 calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$33.88
Consultation with 2 third parties at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$63.88

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 4 documents with 34 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-32195) in the subject field and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information and information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

S 47F(1)

Paul Denny
Assistant Secretary
Food Policy Branch
Agricultural Policy Division
11 September 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX 32124

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Cc: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 19 August 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

On 26 August 2024 you revised your request as follows:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your revised request. My preliminary assessment of that charge is \$110.75 calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$75.75
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$110.75

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 41 documents with 62 pages relevant to your revised request.

Required action

If you would like the department to continue processing your revised request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to further revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$27.69. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX 32124) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Wayne See Kee PSM
Assistant Secretary
Science and Surveillance Group | Biosecurity Plant and Science Services
30/08/2024



Australian Government
**Department of Agriculture,
Fisheries and Forestry**

Ref: LEX 32124

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges decision

I refer to your revised request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 26 August 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

My decision

I have decided to reduce the charge of \$110.75 to \$77.53.

The reasons for my decision, including the relevant sections of the FOI Act, are set out in Attachment A.

Payment details

If you would like the department to continue processing your request, you must respond to the department within 30 days after receiving this notice. If you do not respond within 30 days, your request will be taken to have been withdrawn and no further action will be taken by the department.

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. Payment can be made by direct deposit to:

A/C Name: DAFF Departmental Account
Branch: London Circuit, Canberra
Bank: Reserve Bank
BSB: 092 009
A/C No. 111 698
ABN No: 34 190 894 983

Please include the FOI reference number (LEX 32124) in the subject field and send an email with notification of payment to foi@aff.gov.au as soon as it has been made.

If you are not able to pay by direct debit, please contact the department for assistance.

Time periods of processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the applicant was notified of the charge until:

- the day after the charge (or deposit) is paid; or
- if applicable, where a subsequent review decision has been provided, the day after:
 - a charge or deposit has been paid; or
 - the applicant is notified of a decision to not impose the charge.

You can ask for a review of my decision

If you wish to seek an internal review, you must apply to the department within **30 days** after the day you are notified of this decision. An application for internal review must be made in writing by post to the FOI Officer or email to foi@aff.gov.au.

Alternatively, you may apply directly to the Office of the Australian Information Commissioner (**OAIC**) to review my decision. An application for review by the Information Commissioner must be made in writing within **30 days** after the day you are notified of this decision. You may apply for an OAIC review through the following [link](#). You can also make a [complaint](#) to the Information Commissioner if you have concerns about how the department handled your request.

You can find information about requesting a review, making a complaint, and other information about FOI on the OAIC website www.oaic.gov.au or phone the OAIC on 1300 363 992.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Acting Assistant Secretary

Science and Surveillance Branch | Biosecurity Plant and Science Services Division

20 September 2024

Attachment A

REASONS FOR DECISION**What you requested**

s 47E(d)

Request consultation process

On 23 August 2024, the department wrote to you asking you to clarify the types of documents you were seeking to assist us to process your request. The department also offered to create a summary document s 47E(d)

On 26 August 2024, you revised the scope of your request to be:

s 47E(d)

What I took into account

In reaching my decision, I took into account:

- your original request dated 19 August 2024 and your revised request on 26 August 2024;
- the preliminary assessment of charges dated 30 August 2024;
- the documents that fall within the scope of your request and revised request;
- consultations with departmental officers about:
 - the nature of the documents; and
 - the department's operating environment and functions;
- guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (**Guidelines**);
- the *Freedom of Information (Charges) Regulations 2019* (**Regulations**); and
- the FOI Act.

Reasons for my decision

I am authorised to make decisions under section 23(1) of the FOI Act.

I have decided to reduce the charge of \$110.75 to \$77.53. My findings and reasons for this decision are discussed below.

Preliminary assessment of charge

On 30 August 2024, I wrote to you to advise you that I had decided to impose a charge of \$110.75 for processing your request.

My preliminary assessment of that charge was calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$75.75
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$110.75

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

Your contentions

On 3 September 2024, you requested a waiver of the charge for processing your request under the FOI Act, on the grounds of public interest. Specifically, your correspondence provided:

S 47E (d)

Financial hardship

Under section 29(5)(a) of the FOI Act, I am required to consider whether payment of the charge would cause financial hardship to you.

Paragraph 4.101 of the Guidelines relevantly provides:

Financial hardship exists when payment of the debt would leave you unable to provide food, accommodation, clothing, medical treatment, education or other necessities for yourself and your family, or other people for whom you are responsible.

The Guidelines further provide that an applicant relying on the grounds of financial hardship would ordinarily be expected to provide some evidence of financial hardship, such as receipt of an income support payment or evidence of income, debts or assets. [s 47E\(d\)](#)

Public interest

Under section 29(5)(b) of the FOI Act, I am required to consider whether giving access to the documents would be in the general public interest or the interest of a substantial section of the public.

Paragraph 4.107 of the Guidelines relevantly provides:

An applicant relying on s 29(5)(b) should identify or specify the 'general public interest' or the 'substantial section of the public' that would benefit from this disclosure. This may require consideration both of the content of the documents requested and the context in which their public release would occur. Matters to be considered include whether the information in the documents is already publicly available, the nature and currency of the topic of the public interest to which the documents relate, and the way in which a public benefit may flow from the release of the documents.

The Guidelines further provide that there is no presumption that the public interest test is satisfied by reason only that the applicant is a Member of Parliament, a journalist or a community or non-profit organisation. The Guidelines further provide that it is necessary to go beyond the status of the applicant and to look at other circumstances.

I have also had regard to paragraph 4.109 of the Guidelines which provides:

When considering the public interest, it is important that the agency or minister direct its attention to the advancement of the interests or welfare of the public, and this will depend on each particular set of circumstances.

The examples of relevant circumstances provided by paragraph 4.109 includes:

- the document relates to a matter of public debate, or to a policy issue under discussion within an agency, and disclosure will assist public comment on, or participation in, the debate or discussion;
- the document relates to an agency decision that has been a topic of public interest or discussion, and disclosure of the document will better inform the public as to why or how the decision was made, including highlighting any problems or flaws that occurred in the decision making process; and
- the document is to be used by a member of Parliament in parliamentary or public debate on an issue of public interest or general interest in the member's electorate.

The Guidelines provide that an agency is entitled to consider matters weighing against those relied on by an applicant, including that the documents are primarily of interest only to the applicant and are not of general public interest or of interest to a substantial section of the public (paragraph 4.99).

s 47E(d)

While I am satisfied that there is a level of public interest in the disclosure of the information, I am not satisfied that the benefit or interest from this request would impact a *substantial* section of the public, nor will it benefit or advance the interests or welfare of the public generally, given their administrative nature and that the information which is in the public interest, s 47E(d), is already publicly available. As such, I have decided to reduce the charge by 30% to \$77.53. I consider that this charge is consistent with the objective of the FOI Act to provide access to documents at the lowest reasonable cost having regard to the nature and volume of documents in scope of the request and the level of public interest in their disclosure.

My revised assessment of the charge is calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$75.75
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
Public interest discount of 30%	-\$33.22
TOTAL	\$77.53

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

Conclusion

As set out above, I have decided to reduce the charge to \$77.53 on the basis that there is a level of public interest in the release of the documents.



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-32079

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 9 August 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$119.02 calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$89.02
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$119.02

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 23 documents with 109 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option - pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$29.75. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-32079) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option - seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option - withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain:

1. personal information of one or more third parties, and
2. information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Wayne See Kee PSM
Assistant Secretary
Science and Surveillance Group, Biosecurity Plant and Science Services Division
27 August 2024



Australian Government
Department of Agriculture,
Fisheries and Forestry

Ref: LEX-31872

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your revised request, received by the Department of Agriculture, Fisheries and Forestry (**department**) on 6 August 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$364.71 calculated as follows:

Search and retrieval time: 4 hours at \$15.00 per hour	\$60.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$304.71
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$364.71

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 125 documents with 248 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$91.18. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31872) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)
A/g Assistant Secretary
APVMA Taskforce
Agvet Chemicals, Fisheries and Forestry Division
14 August 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your revised request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 26 July 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$143.62 calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$108.62
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$143.62

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 45 documents with 121 pages relevant to your request.

Further information

On 25 July 2024, we contacted you to ask for more clarity around the types of documents you were seeking to assist us in our searches for documents. On 26 July 2024, you revised the scope of your request. The search and retrieval time listed above is for the revised scope, noting that the business area in the department has conducted wider searches than this based on your original request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$35.90. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX 31910) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Acting Assistant Secretary
International Strategy and Engagement Branch

5 August 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges decision

I refer to your revised request received by the Department of Agriculture, Fisheries and Forestry (department) on 26 July 2024 for access under the *Freedom of Information Act 1982* (Cth) (FOI Act) to the following documents:

S 47E (d)

My decision

I have decided to reduce the charge of \$143.62 to \$131.85.

The reasons for my decision, including the relevant sections of the FOI Act, are set out in **Attachment A**.

I have also provided further information under the heading 'Other matters' on the last page of this decision for you to consider which may assist you in revising the scope of your request further s 47E(d)

s 47E(d)

Payment details

If you would like the department to continue processing your request, you must respond to the department within 30 days after receiving this notice. If you do not respond within 30 days,

your request will be taken to have been withdrawn and no further action will be taken by the department.

As the charge exceeds \$100, you are required to pay a deposit of \$32.96. Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983.

Please include the FOI reference number (LEX 31910) in the subject field and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct debit, please contact the department for assistance.

Time periods of processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the applicant was notified of the charge until:

- the day after the charge (or deposit) is paid; or
- if applicable, where a subsequent review decision has been provided, the day after:
 - a charge or deposit has been paid; or
 - the applicant is notified of a decision to not impose the charge.

You can ask for a review of my decision

If you wish to seek an internal review, you must apply to the department within **30 days** after the day you are notified of this decision. An application for internal review must be made in writing by post to the FOI Officer or email to foi@aff.gov.au.

Alternatively, you may apply directly to the Office of the Australian Information Commissioner (OAIC) to review my decision. An application for review by the Information Commissioner must be made in writing within **30 days** after the day you are notified of this decision. You may apply for an OAIC review through the following [link](#). You can also make a [complaint](#) to the Information Commissioner if you have concerns about how the department handled your request.

You can find information about requesting a review, making a complaint, and other information about FOI on the OAIC website www.oaic.gov.au or phone the OAIC on 1300 363 992.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Acting Assistant Secretary

International Strategy and Engagement Branch | Trade and International Division

3 September 2024

Attachment A

REASONS FOR DECISION**What you requested**

s 47E(d)

Request consultation process

On 25 July 2024, the department wrote to you asking you to clarify the types of documents you were seeking to assist us in our searches. s 47E(d)

s 47E(d)

On 26 July 2024, you revised the scope of your request to be:

s 47E(d)

What I took into account

In reaching my decision, I took into account:

- your original request dated 11 July 2024 and your revised request made on 26 July 2024;
- the preliminary assessment of charges dated 5 August 2024;
- the documents that fall within the scope of your request;
- consultations with departmental officers about:
 - the nature of the documents; and
 - the department's operating environment and functions;

- guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (**Guidelines**);
- the *Freedom of Information (Charges) Regulations 2019* (**Regulations**); and
- the FOI Act.

Reasons for my decision

I am authorised to make decisions under section 23(1) of the FOI Act.

I have decided to reduce the charge of \$143.62 to \$131.85. My findings and reasons for this decision are discussed below.

Preliminary assessment of charge

On 5 August 2024, I wrote to you to advise you that I had decided to impose a charge of \$143.62 for processing your request.

My preliminary assessment of that charge was calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$108.62
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$143.62

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

Your contentions

On 19 August 2024, you requested non-imposition of the charge for processing your request under the FOI Act, on the grounds that the release of the documents was in the public interest. Specifically, your correspondence provided:

S 47E (d)

Financial hardship

Under section 29(5)(a) of the FOI Act, I am required to consider whether payment of the charge would cause financial hardship to you.

Paragraph 4.101 of the Guidelines relevantly provides:

Financial hardship exists when payment of the debt would leave you unable to provide food, accommodation, clothing, medical treatment, education or other necessities for yourself and your family, or other people for whom you are responsible.

The Guidelines further provide that an applicant relying on the grounds of financial hardship would ordinarily be expected to provide some evidence of financial hardship, such as receipt of an income support payment or evidence of income, debts or assets. s 47E(d)

s 47E(d)

Public interest

Under section 29(5)(b) of the FOI Act, I am required to consider whether giving access to the documents would be in the general public interest or the interest of a substantial section of the public.

Paragraph 4.107 of the Guidelines relevantly provides:

An applicant relying on s 29(5)(b) should identify or specify the 'general public interest' or the 'substantial section of the public' that would benefit from this disclosure. This may require consideration both of the content of the documents requested and the context in which their public release would occur. Matters to be considered include whether the information in the documents is already publicly available, the nature and currency of the topic of the public interest to which the documents relate, and the way in which a public benefit may flow from the release of the documents.

The Guidelines further provide that there is no presumption that the public interest test is satisfied by reason only that the applicant is a Member of Parliament, a journalist or a community or non-profit organisation. The Guidelines further provide that it is necessary to go beyond the status of the applicant and to look at other circumstances.

s 47E(d)

My revised assessment of the charge is calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$96.85
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$131.85

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

As such, I have decided to reduce the charge to \$131.85.

Other matters

s 47E(d)

You may wish to consider further revising the scope of your request to include only these documents. You can revise your request at any time in the FOI process.

Conclusion

As set out above, I have decided to reduce the charge to \$131.85 on the basis that some documents are in the general public interest to release.

If you wish to further revise your request to include only those documents, it is open to you to do so.



s 22(1)(a)(ii)

Via email: **s 22(1)(a)(ii)**

Dear **s 22(1)(a)(ii)**

Your Freedom of Information request – Charges

I refer to your request, dated 18 July 2024 and received by the Department of Agriculture, Fisheries and Forestry (**department**) on 18 July 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$106.22 calculated as follows:

Search and retrieval time: 2.5 hours at \$15.00 per hour	\$37.50
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$108.72
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$106.22

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 5 documents with 161 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$26.55. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number LEX-31964 in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Carmel Curran
Assistant Secretary
Communication and Media Branch
Enterprise Strategy and Governance Division

2 August 2024



Australian Government
**Department of Agriculture,
Fisheries and Forestry**

Ref: LEX-31964

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges decision

I refer to your request, dated 18 July 2024 and received by the Department of Agriculture, Fisheries and Forestry (**department**) on 18 July 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

My decision

I have decided to affirm the decision to impose a charge of \$106.22.

The reasons for my decision, including the relevant sections of the FOI Act, are set out in **Attachment A**.

Payment details

If you would like the department to continue processing your request, you must respond to the department within 30 days after receiving this notice. If you do not respond within 30 days, your request will be taken to have been withdrawn and no further action will be taken by the department.

As the charge exceeds \$100, you are required to pay a deposit of \$26.55. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name: DAFF Departmental Account
Branch: London Circuit, Canberra
Bank: Reserve Bank
BSB: 092 009
A/C No. 111 698
ABN No: 34 190 894 983

Please include the FOI reference number LEX-31964 in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Time periods of processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the applicant was notified of the charge until:

- the day after the charge (or deposit) is paid; or
- if applicable, where a subsequent review decision has been provided, the day after:
 - a charge or deposit has been paid; or
 - the applicant is notified of a decision to not impose the charge.

You can ask for a review of my decision

If you wish to seek an internal review, you must apply to the department within **30 days** after the day you are notified of this decision. An application for internal review must be made in writing by post to the FOI Officer or email to foi@aff.gov.au.

Alternatively, you may apply directly to the Office of the Australian Information Commissioner (**OAIC**) to review my decision. An application for review by the Information Commissioner must be made in writing within **60 days** after the day you are notified of this decision. You may apply for an OAIC review through the following [link](#). You can also make a [complaint](#) to the Information Commissioner if you have concerns about how the department handled your request.

You can find information about requesting a review, making a complaint, and other information about FOI on the OAIC website www.oaic.gov.au or phone the OAIC on 1300 363 992.

You can also make a complaint to the Commonwealth Ombudsman if you have concerns about how the Department handled a request for documents under the FOI Act, or took any other action under the FOI Act. There is no fee for making a complaint to the Commonwealth Ombudsman.

Information about making a complaint to the Commonwealth Ombudsman is available in its website www.ombudsman.gov.au or phone the Ombudsman on 1300 362 072.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Carmel Curran
Assistant Secretary
Communication and Media Branch
Enterprise Strategy and Governance Division
2 September 2024

Attachment A

REASONS FOR DECISION**What you requested**

s 47E(d)

What I took into account

In reaching my decision, I took into account:

- your request dated 18 July 2024;
- the preliminary assessment of charges dated 2 August 2024;
- your reply dated 6 August 2024;
- the documents that fall within the scope of your request;
- information about:
 - the nature of the documents; and
 - the department's operating environment and functions;
- guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (**Guidelines**);
- the *Freedom of Information (Charges) Regulations 2019* (**Regulations**); and
- the FOI Act.

Reasons for my decision

I am authorised to make decisions under section 23(1) of the FOI Act.

I have decided to affirm the charge of \$106.22. My findings of fact and reasons for this decision are discussed below.

Preliminary assessment of charge

On 2 August 2024, I wrote to you to advise you that I had decided to impose a charge of \$106.22 for processing your request.

My preliminary assessment of that charge was calculated as follows:

Search and retrieval time: 2.5 hours at \$15.00 per hour	\$37.50
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$108.72
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$106.22

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

Your contentions

On 6 August 2024, you contended that the charge was wrongly assessed and also requested a waiver of the charge for processing your request under the FOI Act. [s 47E\(d\)](#)
[s 47E\(d\)](#)

S 47E(d)

Assessment of the charge

I note your contention that the charge has been wrongly assessed. As set out above, my preliminary assessment of the charge was calculated using the amounts set by the Regulations and in accordance with the provisions in the FOI Act. Further, the search and retrieval time was reduced in accordance with the lowest reasonable cost objective under the FOI Act. I also note that five hours of decision making time has been accounted for cost-free in the costs assessment, with the number of pages and documents covered by your request necessitating further decision making time. You have not elaborated further on why you contend the charge was wrongly assessed. [s 47E\(d\)](#)

[s 47E\(d\)](#) I consider the charge has been correctly assessed and do not consider this a basis to waive or reduce the charge.

Financial hardship

Under section 29(5)(a) of the FOI Act, I am required to consider whether payment of the charge would cause financial hardship to you.

Paragraph 4.101 of the Guidelines relevantly provides:

Financial hardship exists when payment of the debt would leave you unable to provide food, accommodation, clothing, medical treatment, education or other necessities for yourself and your family, or other people for whom you are responsible.

The Guidelines further provide that an applicant relying on the grounds of financial hardship would ordinarily be expected to provide some evidence of financial hardship, such as receipt of an income support payment or evidence of income, debts or assets.

s 47E(d)

Public interest

Under section 29(5)(b) of the FOI Act, I am required to consider whether giving access to the documents would be in the general public interest or the interest of a substantial section of the public.

Paragraph 4.107 of the Guidelines relevantly provides:

An applicant relying on s 29(5)(b) should identify or specify the 'general public interest' or the 'substantial section of the public' that would benefit from this disclosure. This may require consideration both of the content of the documents requested and the context in which their public release would occur. Matters to be considered include whether the information in the documents is already publicly available, the nature and currency of the topic of the public interest to which the documents relate, and the way in which a public benefit may flow from the release of the documents.

I note that you have not made any specific submissions in relation to the public interest you may see in the documents you have requested. Whilst I note that these documents are not presently publicly available, I do not consider that the documents in the scope of your request would contribute meaningfully to a public benefit, s 47E(d)

s 47E(d)

s 47E(d) Having considered the FOI Act and the Guidelines, I am not satisfied on balance that it would be in the general public interest or the interest of a substantial section of the public to give access to the documents. As such, I do not consider this to be a reason to waive or reduce the charge.

Conclusion

For the reasons given above, I have decided to affirm the charge.



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-31857

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your request, dated and received by the Department of Agriculture, Fisheries and Forestry (**department**) on 3 July 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$388.18 calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$358.18
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$388.18

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 30 documents with 216 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$97.05. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31857) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information of one or more third parties. Further, they contain information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Sarah Burr
Assistant Secretary
First Nations Branch, Agricultural Policy Division
19 July 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Revised Freedom of Information request – Charges

I refer to your request, received by the Department of Agriculture, Fisheries and Forestry (**department**) on 3 July 2024 and revised on 22 July 2024, for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$40.00 calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$10.00
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$40.00

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 8 documents with 8 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or

- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20.00. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31857) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or

(b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain information about the business affairs of an organisation or information about the business or professional affairs of one third party.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

S 47F(1)

Sarah Burr
Assistant Secretary
First Nations Branch, Agricultural Policy Division
24 July 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges decision

I refer to your request, received by the Department of Agriculture, Fisheries and Forestry (**department**) on 3 July 2024 and revised on 1 August 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

My decision

I have decided not to impose the charge of \$40.00.

The reasons for my decision, including the relevant sections of the FOI Act, are set out in **Attachment A**.

Time periods of processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the applicant was notified of the charge until:

- the day after the charge (or deposit) is paid; or
- if applicable, where a subsequent review decision has been provided, the day after:
 - a charge or deposit has been paid; or
 - the applicant is notified of a decision to not impose the charge.

The department notified you in our preliminary assessment of charges dated 24 July 2024 that we would be undertaking third party consultations. Subsection 15(6) of the FOI Act extends the standard statutory 30-day limit of processing requests by another 30 calendar days.

Accordingly, this gives the department 60 calendar days in total within which to notify you of its decision on access to documents.

You can ask for a review of my decision

If you wish to seek an internal review, you must apply to the department within **30 days** after the day you are notified of this decision. An application for internal review must be made in writing by post to the FOI Officer or email to foi@aff.gov.au.

Alternatively, you may apply directly to the Office of the Australian Information Commissioner (**OAIC**) to review my decision. An application for review by the Information Commissioner must be made in writing within **30 days** after the day you are notified of this decision. You may apply for an OAIC review through the following [link](#). You can also make a [complaint](#) to the Information Commissioner if you have concerns about how the department handled your request.

You can find information about requesting a review, making a complaint, and other information about FOI on the OAIC website www.oaic.gov.au or phone the OAIC on 1300 363 992.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Sarah Burr
Assistant Secretary
First Nations Branch, Agricultural Policy Division
19 August 2024

Attachment A

REASONS FOR DECISION**What you requested**

s 47E(d)

Charges notification and request clarification process

On 19 July 2024, I wrote to you to inform you of my preliminary assessment of the charge for the processing of your request. My preliminary assessment of that charge was \$388.18.

On 22 July 2024, you responded and revised the scope of your request to be:

s 47E(d)

On 24 July 2024, I wrote to you to inform you of my preliminary assessment of the charge for the processing of your revised request. My preliminary assessment of that charge was \$40.00 on the basis that the department has in its possession 8 documents with 8 pages relevant to your revised request.

On 29 July 2024, you responded to my correspondence of 24 July 2024 to seek non-imposition of the charge. s 47E(d)

On 30 July 2024, the Freedom of Information (FOI) Team contacted you to clarify the scope of your revised request.

On 1 August 2024, you confirmed the scope of your revised request to be:

S 47E(d)

On 2 August 2024, the FOI Team confirmed that the department would consider your submissions contesting the preliminary charges notice and provide you with a decision by 28 August 2024.

What I took into account

In reaching my decision, I took into account:

- your original request dated 3 July 2024 and your revised requests on 22 July 2024 and 1 August 2024;
- other correspondence with you;
- the preliminary assessment of charges dated 24 July 2024;

- the documents that fall within the scope of your request;
- consultations with departmental officers about:
 - the nature of the documents; and
 - the department’s operating environment and functions;
- guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (**Guidelines**);
- the *Freedom of Information (Charges) Regulations 2019* (**Regulations**); and
- the FOI Act.

Reasons for my decision

I am authorised to make decisions under section 23(1) of the FOI Act.

I have decided not to impose the charge of \$40.00 My findings of fact and reasons for this decision are discussed below.

Preliminary assessment of charge

On 24 July 2024, I wrote to you to advise you that I had decided to impose a charge of \$40.00 for processing your revised request.

My preliminary assessment of that charge was calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$10.00
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$40.00

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

Your contentions

On 29 July 2024, you requested a waiver of the charge for processing your request under the FOI Act, on the grounds that access to the documents is in the general public interest. Specifically, your correspondence provided:

S 47E (d)

Financial hardship

Under section 29(5)(a) of the FOI Act, I am required to consider whether payment of the charge would cause financial hardship to you.

Paragraph 4.101 of the Guidelines relevantly provides:

Financial hardship exists when payment of the debt would leave you unable to provide food, accommodation, clothing, medical treatment, education or other necessities for yourself and your family, or other people for whom you are responsible.

The Guidelines further provide that an applicant relying on the grounds of financial hardship would ordinarily be expected to provide some evidence of financial hardship, such as receipt of an income support payment or evidence of income, debts or assets.

s 47E(d)

Public interest

Under section 29(5)(b) of the FOI Act, I am required to consider whether giving access to the documents would be in the general public interest or the interest of a substantial section of the public.

Paragraph 4.107 of the Guidelines relevantly provides:

An applicant relying on s 29(5)(b) should identify or specify the 'general public interest' or the 'substantial section of the public' that would benefit from this disclosure. This may require consideration both of the content of the documents requested and the context in which their public release would occur. Matters to be considered include whether the information in the documents is already publicly available, the nature and currency of the topic of the public interest to which the documents relate, and the way in which a public benefit may flow from the release of the documents.

The Guidelines further provide that there is no presumption that the public interest test is satisfied by reason only that the applicant is a Member of Parliament. The Guidelines further provide that it is necessary to go beyond the status of the applicant and to look at other circumstances.

I have noted your submissions that access to the documents in scope of your revised request is in the general public interest to know s 22(1)(a)(ii)

. I note the relevance of your submissions to the general public interest. Specifically, I have noted that the information contained in the documents is in the general public interest as it would s 47E(d)

On this basis, I am satisfied that there is a public interest in the disclosure of the information. As such, I have decided not to impose a charge.

Other matters

Under section 29(5) of the FOI Act, I make take into account other matters in determining whether or not to impose the charge.

s 47E(d)

On the basis of the information you have provided, I am satisfied that your submissions, considered together with other circumstances discussed above, warrant a non-imposition of the charge. As such, I have decided not to impose the charge.

Conclusion

As set out above, I have decided not to impose the charge on the basis that there is a public interest in the disclosure of the information. s 47E(d)



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 3 July 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$120.73 calculated as follows:

Search and retrieval time: 3.75 hours at \$15.00 per hour	\$56.25
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$24.48
Consultation with 2 third parties at 2 hours per party	\$80.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$120.73

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 13 documents with 27 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option - pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$30.18. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX 31849) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option - seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option - withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Wayne See Kee
Assistant Secretary
Biosecurity Plant and Science Services Division
24 July 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request dated and received by the Department of Agriculture, Fisheries and Forestry (**department**) on 10 July 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$45.17 calculated as follows:

Search and retrieval time: 1.2 hours at \$15.00 per hour	\$18.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$27.17
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$45.17

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 6 documents with 16 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31900) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information and information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)
A/g Assistant Secretary
Science and Surveillance Branch
Biosecurity Plant and Science Services Division
19 July 2024



Australian Government
**Department of Agriculture,
Fisheries and Forestry**

Ref: LEX-31784

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your revised request, which the Department of Agriculture, Fisheries and Forestry (**department**) consulted with you on 5 July 2024, and which was confirmed on 16 July 2024, for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

Preliminary assessment of the Charge

The information you have requested does not exist in discrete form. Under section 17 of the FOI Act, the department is obliged to produce a written document using a computer or other equipment ordinary available to it for retrieving or collating stored information. The department has created one document, totalling 454 pages.

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge of an amount not exceeding the actual cost incurred for retrieving and collating information stored on a system. My preliminary assessment of that charge is **\$694.01**. The charge is calculated on the basis that it took 11.25 hours for an Assistant Director, paid at the rate of **\$61.69** per hour, to retrieve and collate the information.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$173.50. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31784) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary
Live Animal Export Branch
Plant and Live Animal Exports, Welfare and Regulation Division
18 July 2024



Australian Government
Department of Agriculture,
Fisheries and Forestry

Ref: LEX-31515

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your revised request, s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 25 June 2024, for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$387.02 calculated as follows:

Search and retrieval time: 4 hours at \$15.00 per hour	\$60.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$367.02
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$387.02

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 57 documents with 247 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option - pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$96.75. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name: DAFF Departmental Account
 Branch: London Circuit, Canberra
 Bank: Reserve Bank
 BSB: 092 009
 A/C No. 111 698
 ABN No: 34 190 894 983

Please include the FOI reference number (LEX-31515) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)
A/g Assistant Secretary
Compliance & Enforcement Division
Department of Agriculture, Fisheries and
05 July 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request dated and received by the Department of Agriculture, Fisheries and Forestry (**department**) on 29 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$146.72 calculated as follows:

Search and retrieval time: 4.5 hours at \$15.00 per hour	\$67.50
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$79.22
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$146.72

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 25 documents with 114 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option - pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$36.68. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31622) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option - seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please

provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information and information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary
Science and Surveillance Group
Biosecurity Plant and Science Services Division
18 June 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-31544

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your revised request, s 22(1)(a)(ii) dated and received by the Department of Agriculture, Fisheries and Forestry (**department**) on 15 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$113.58 calculated as follows:

Search and retrieval time: 3 hours at \$15.00 per hour	\$45.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$28.33
Consultation with 2 third parties at 2 hours per party	\$80.00
Writing statement of reasons	\$60.25
Deduction of 5 hours decision-making time*	-\$100.00

TOTAL **\$113.58**

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession three documents with seventeen pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$28.40. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31544) in the subject field and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause your organisation or your client 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause your organisation or your client financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information and information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary

Plant and Live Animal Exports, Animal Welfare and Regulation Division

4 June 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your revised request, s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 17 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$503.02 calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$384.27
Consultation with 2 third parties at 2 hours per party	\$80.00
Writing statement of reasons	\$63.75
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$503.02

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 45 documents with 262 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$125.75. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31472) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)
A/g Assistant Secretary
Residues and Food Branch
Exports and Veterinary Services Division
28 May 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 1 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$58.58 calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$28.00
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.58
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$58.58

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 7 documents with 24 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31449) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Nadia Bouhafs
Assistant Secretary
Climate Policy branch
Sustainability, Climate and Strategy Division
17 May 2024



Australian Government
**Department of Agriculture,
Fisheries and Forestry**

Ref: LEX-31449

s 22(1)(a)(ii)

Via email: [s 22\(1\)\(a\)\(ii\)](#)

Dear [s 22\(1\)\(a\)\(ii\)](#)

Your Freedom of Information request – Charges decision

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 1 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

My decision

I have decided to affirm the decision to impose a charge of \$58.58.

The reasons for my decision, including the relevant sections of the FOI Act, are set out in **Attachment A**.

Payment details

If you would like the department to continue processing your request, you must respond to the department within 30 days after receiving this notice. If you do not respond within 30 days, your request will be taken to have been withdrawn and no further action will be taken by the department.

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. Payment can be made by direct deposit to:

A/C Name: DAFF Departmental Account
Branch: London Circuit, Canberra
Bank: Reserve Bank
BSB: 092 009
A/C No. 111 698
ABN No: 34 190 894 983

Please include the FOI reference number (LEX-31449) in the subject field and send an email with notification of payment to foi@aff.gov.au as soon it has been made. If you are not able to pay by direct debit, please contact the department for assistance.

Time periods of processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the applicant was notified of the charge until:

- the day after the charge (or deposit) is paid; or
- if applicable, where a subsequent review decision has been provided, the day after:
 - a charge or deposit has been paid; or
 - the applicant is notified of a decision to not impose the charge.

The department notified you in our preliminary assessment of charges that we would be undertaking third party consultations. Subsection 15(6) of the FOI Act extends the standard statutory 30-day limit of processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to documents.

You can ask for a review of my decision

If you wish to seek an internal review, you must apply to the department within **30 days** after the day you are notified of this decision. An application for internal review must be made in writing by post to the FOI Officer or email to foi@aff.gov.au.

Alternatively, you may apply directly to the Office of the Australian Information Commissioner (**OAIC**) to review my decision. An application for review by the Information Commissioner must be made in writing within **30 days** after the day you are notified of this decision. You may apply for an OAIC review through the following [link](#). You can also make a [complaint](#) to the Information Commissioner if you have concerns about how the department handled your request.

You can find information about requesting a review, making a complaint, and other information about FOI on the OAIC website www.oaic.gov.au or phone the OAIC on 1300 363 992.

You can also make a complaint to the Commonwealth Ombudsman if you have concerns about how the Department handled a request for documents under the FOI Act, or took any other action under the FOI Act. There is no fee for making a complaint to the Commonwealth Ombudsman.

Information about making a complaint to the Commonwealth Ombudsman is available in its website www.ombudsman.gov.au or phone the Ombudsman on 1300 362 072.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Nadia Bouhafs
Assistant Secretary
Climate Policy Branch
Sustainability, Climate and Strategy Division
15 July 2024

Attachment A

REASONS FOR DECISION

What you requested

s 47E(d)

What I took into account

In reaching my decision, I took into account:

- your request dated 1 May 2024;
- the preliminary assessment of charges dated 17 May 2024;
- your submissions dated 13 June 2024;
- the documents that fall within the scope of your request;
- information about:
 - the nature of the documents; and
 - the department's operating environment and functions;
- guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (**Guidelines**);
- the *Freedom of Information (Charges) Regulations 2019* (**Regulations**); and
- the FOI Act.

Reasons for my decision

I am authorised to make decisions under section 23(1) of the FOI Act.

I have decided to affirm the charge of \$58.58. My findings of fact and reasons for this decision are discussed below.

Preliminary assessment of charge

On 17 May 2024, I wrote to you to advise you that I had decided to impose a charge of \$58.58 for processing your request.

My preliminary assessment of that charge was calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$28.00
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.58
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$58.58

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

Your contentions

On 13 June 2024, you contended that the charge was wrongly assessed and also requested a reduction or waiver of the charge for processing your request under the FOI Act on public interest grounds. Specifically, your correspondence provided:

S 47E (d)

Assessment of the charge

I note your contention that the charge has been wrongly assessed. As set out above, my preliminary assessment of the charge was calculated using the amounts set by the Regulations and in accordance with the provisions in the FOI Act. Further, the search and retrieval time was reduced in accordance with the lowest reasonable cost objective under the FOI Act. You have not elaborated any further on why you contend the charge was wrongly assessed. I consider the charge has been correctly assessed and do not consider this a basis to waive or reduce the charge.

Financial hardship

Under section 29(5)(a) of the FOI Act, I am required to consider whether payment of the charge would cause financial hardship to you.

Paragraph 4.101 of the Guidelines relevantly provides:

Financial hardship exists when payment of the debt would leave you unable to provide food, accommodation, clothing, medical treatment, education or other necessities for yourself and your family, or other people for whom you are responsible.

The Guidelines further provide that an applicant relying on the grounds of financial hardship would ordinarily be expected to provide some evidence of financial hardship, such as receipt of an income support payment or evidence of income, debts or assets.

s 47E(d)

Public interest

Under section 29(5)(b) of the FOI Act, I am required to consider whether giving access to the documents would be in the general public interest or the interest of a substantial section of the public.

Paragraph 4.107 of the Guidelines relevantly provides:

An applicant relying on s 29(5)(b) should identify or specify the 'general public interest' or the 'substantial section of the public' that would benefit from this disclosure. This may require consideration both of the content of the documents requested and the context in which their public release would occur. Matters to be considered include whether the information in the documents is already publicly available, the nature and currency of the topic of the public interest to which the documents relate, and the way in which a public benefit may flow from the release of the documents.

The Guidelines further provide that there is no presumption that the public interest test is satisfied by reason only that the applicant is a Member of Parliament, a journalist or a community or non-profit organisation. The Guidelines further provide that it is necessary to go beyond the status of the applicant and to look at other circumstances.

I have considered your submissions in relation to the public interest. However, I am not satisfied that it would be in the general public interest or the interest of a substantial section of the public to give access to the documents. This is because I do not consider that the documents in the scope of your request would contribute to the public debate on s 47E(d) or provide information that is not already publicly known.

s 47E(d)

Other matters

Under section 29(5) of the FOI Act, I make take into account other matters in determine whether or not to impose the charge.

s 47E(d)

As such, I have decided to affirm the charge.

Conclusion

For the reasons given above, I have decided to affirm the charge.



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-31319

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your revised request, s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 10 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$684.66 calculated as follows:

Search and retrieval time: 4 hours at \$15.00 per hour	\$ 60.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$ 464.66
Consultation with third parties at 2 hours per party	\$ 200.00
Writing statement of reasons	\$ 60.00
Deduction of 5 hours' decision-making time*	-\$ 100.00
TOTAL	\$ 684.66

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 29 documents with 324 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact me for assistance.

Option - pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$171.16. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31319) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option - seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA CITY ACT 2601

Or by email to foi@aff.gov.au

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information and information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely
s 22(1)(a)(ii)

s 22(1)(a)(ii)
A/g Assistant Secretary
Live Animal Export Branch
Plant and Live Animal Exports, Welfare and Regulation Division
15 May 2024



Australian Government
Department of Agriculture,
Fisheries and Forestry

Ref: LEX-31319

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Decision on your Freedom of Information request

I refer to your revised request, s 22(1)(a)(ii), received by the Department of Agriculture, Fisheries and Forestry (**department**) on 10 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

s 47E(d)

Charges

On 15 May 2024, the department made a preliminary assessment of the charges applicable to your request in the amount of \$684.66. On 17 May 2024, the department received payment in full.

I have assessed the charge under Regulation 10 of the *Freedom of Information (Charges) Regulations 2019* and the cost of processing your request was less than the amount estimated. Accordingly, I have reduced the charge to the amount of \$483.42, with a refund of \$201.24. To receive this refund, please complete the attached refund form and return it to foi@aff.gov.au.

I note that in your original request, you specifically stated that you s 47E(d)

I have included some duplicate documents in the document set for completeness, noting that these are attachments to emails. However, I have reduced the charge so these pages are not included as part of the charges calculation and noted which documents are duplicate versions in the document schedule for your reference. Further, although I have applied section 47F(1) to some personal information in the documents, I have not included this in the charges assessment for the time required to complete this request.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary

Live Animal Export Branch

Plant and Live Animal Exports, Welfare and Regulation Division

25 June 2024



Australian Government

Department of Agriculture,
Fisheries and Forestry

Ref: LEX-31408

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request, received by the Department of Agriculture, Fisheries and Forestry (**department**) on 24 April 2024 for access under the *Freedom of Information Act 1982 (Cth) (FOI Act)* to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$46.84 calculated as follows:

Search and retrieval time: 3 hours at \$15.00 per hour	\$45
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$40.67
Writing statement of reasons	\$61.17
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$46.84

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 14 documents with 40 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31408) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)
Acting Assistant Secretary
Mail Policy and Operations and Finance
15 May 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-31464

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request, s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 3 May 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$30.16 calculated as follows:

Search and retrieval time: 1.5 hours at \$15.00 per hour	\$22.50
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$7.66
Consultation with one third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$30.16

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession five documents with 11 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31464) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.


To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

David Ironside 
Assistant Secretary
Plant and Import Operations
Department of Agriculture, Fisheries and Forestry
14 May 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-31188

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 19 March 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$44.49 calculated as follows:

Search and retrieval time: 3 hours at \$15.00 per hour	\$45.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$39.49
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$44.49

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 10 documents with 37 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option - pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31188) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option - seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please

provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

David Garner
Assistant Secretary
International Organisations and Negotiations Branch
Trade and International Division
5 April 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-31025

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your requests s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 21 February 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$99.84 calculated as follows:

Search and retrieval time: 4 hours at \$15.00 per hour	\$60.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$39.84
Consultation with 1 third party at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$99.84

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 10 documents with 27 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-31025) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information of one or more third parties. The relevant documents also contain information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

S 47F(1)

Nadia Bouhafs
Assistant Secretary
Climate Policy Branch
Sustainability, Climate and Strategy Division
13 March 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request, s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 16 February 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$80.21 calculated as follows:

Search and retrieval time: 3 hours at \$15.00 per hour	\$45.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$35.21
Consultation with 1 third parties at 2 hours per party	\$40.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$80.21

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 4 documents with 48 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-30999) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information of one or more third parties. The relevant documents also contain information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)
A/g Assistant Secretary
Audit and Assurance Branch
5 March 2024



Australian Government
Department of Agriculture,
Fisheries and Forestry

Ref: LEX-30956

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your request, s 22(1)(a)(ii) dated received by the
Department of Agriculture, Fisheries and Forestry (**department**) on 9 February 2024 for access
under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$650.83 calculated as follows:

Search and retrieval time: 4 hours at \$15.00 per hour	\$60.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$430.83
Consultation with 5 third parties at 2 hours per party	\$200.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$650.83

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 86 documents with 310 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option - pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$162.71. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name: DAFF Departmental Account
Branch: London Circuit, Canberra
Bank: Reserve Bank
BSB: 092 009
A/C No. 111 698
ABN No: 34 190 894 983

Please include the FOI reference number (LEX-30956) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

In accordance with subsection 15(7) of the FOI Act, I have determined it is appropriate to consult with a foreign government to determine whether the relevant documents within your request contain information which would impact the international relations of the Commonwealth or would divulge any information or matter communicated in confidence by or on behalf of a foreign government, an authority of a foreign government or an international organisation to the Government.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(8) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

S 47F(1)

Anna Somerville
Assistant Secretary
Export Standards Branch
Exports and Veterinary Services Division
4 March 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-30933

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 6 February 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$48.87 calculated as follows:

Search and retrieval time: 3 hours at \$15.00 per hour	\$45.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$43.87
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$48.87

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 16 documents with 44 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX30933) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary
Audit and Assurance Branch
Compliance and Enforcement Division
20 February 2024



Australian Government
Department of Agriculture,
Fisheries and Forestry

Ref: LEX-30788

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dears s 22(1)(a)(ii)

Your Freedom of Information request - Charges

I refer to your revised request, received by the Department of Agriculture, Fisheries and Forestry (**department**) on 15 February 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$465.84 calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$230.84
Consultation with 5 third parties at 2 hours per party	\$200.00
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$465.84

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession approximately 50 documents with 160 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option - pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$116.46. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name: DAFF Departmental Account
 Branch: London Circuit, Canberra
 Bank: Reserve Bank
 BSB: 092 009
 A/C No. 111 698
 ABN No: 34 190 894 983

Please include the FOI reference number (LEX-30788) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Third party consultation

The relevant documents contain personal information of one or more third parties, information about the business affairs of an organisation or information about the business or professional affairs of one or more third parties, and information originating with, or received from a State or a State authority.

To inform the decision on release of documents, the FOI Act requires that the above third parties are consulted, and provides a further time period for the consultation process. Subsection 15(6) of the FOI Act extends the standard statutory 30-day time limit for processing requests by another 30 calendar days. Accordingly, this will give the department 60 calendar days within which to notify you of its decision on access to the documents.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary

Live Animal Export Branch

Plant and Live Animal Exports, Animal Welfare and Regulation Division

19 February 2024



Australian Government

Department of Agriculture,
Fisheries and Forestry

Ref: LEX-30788

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Decision on your Freedom of Information request

I refer to your revised request, s 22(1)(a)(ii) received by the
Department of Agriculture, Fisheries and Forestry (**department**) on 15 February 2024 for
access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

s 22(1)(a)(ii)

Charges

On 20 February 2024, the department provided you with a preliminary estimate of the charges applicable to your request in the amount of \$465.84. On 12 March 2024, the department received payment in full.

I have assessed the charge under Regulation 10 of the *Freedom of Information (Charges) Regulations 2019* and the cost of processing your request was less than the amount estimated. Accordingly, I have reduced the charge to the amount of \$328.68 with a refund of \$137.16. To receive this refund, please complete the attached refund form and return it to foi@aff.gov.au.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

A/g Assistant Secretary

Live Animal Export Branch

Plant and Live Animal Exports, Animal Welfare and Regulation Division

1ST May 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-30852

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request, dated and received by the Department of Agriculture, Fisheries and Forestry (**department**) on 18 January 2024 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$147.18 calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$155.10
Writing statement of reasons	\$62.08
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$147.18

*The FOI Act provides that the first five hours of decision-making time are free of charge, and this is reflected in the calculation.

I am advised that the department has in its possession 25 documents with 99 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$36.80. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-30852) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Vikki Fischer
Assistant Secretary
Traveller Policy & Operations, Human Health, & Response
12 February 2024



s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your requests s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 12 December 2023 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

S 47E (d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$368.83 calculated as follows:

Search and retrieval time: 2 hours at \$15.00 per hour	\$30.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$378.83
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$368.83

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 38 documents with 490 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact me for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$92.21. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-30707) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you and/or your organisation 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you and/or your organisation financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA CITY ACT 2601

Or by email to foi@aff.gov.au

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Joffrid Mackett
Assistant Secretary
Live Animal Export Branch
11 January 2024



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-30606

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear ^{s 22(1)(a)(ii)}

Your Freedom of Information request – Charges

I refer to your request received by the Department of Agriculture, Fisheries and Forestry (**department**) on 23 November 2023 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$530.86 calculated as follows:

Search and retrieval time: 5 hours at \$15.00 per hour	\$75.00
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$495.86
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$530.86

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 117 documents with 395 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;

- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$100, you are required to pay a deposit of \$132.72. You may, of course, elect to pay the charge in full at this point.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-30606) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether 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.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Option – withdraw your request

If you wish to withdraw your request you may do so in writing.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- (a) the day following payment of the charge (in full or the required deposit); or
- (b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

FOI Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
CANBERRA ACT 2601

Or by email to foi@aff.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

s 47F(1)

Andrew McDonald
Acting First Assistant Secretary
Plant and Live Animal Exports, Welfare and Regulation Division
11 December 2023



Australian Government
**Department of Agriculture,
 Fisheries and Forestry**

Ref: LEX-30532

s 22(1)(a)(ii)

Via email: s 22(1)(a)(ii)

Dear s 22(1)(a)(ii)

Your Freedom of Information request – Charges

I refer to your request, s 22(1)(a)(ii) received by the Department of Agriculture, Fisheries and Forestry (**department**) on 14 November 2023 for access under the *Freedom of Information Act 1982* (Cth) (**FOI Act**) to the following documents:

s 47E(d)

Preliminary assessment of the Charge

In accordance with section 29 of the FOI Act, I have decided that you are liable to pay a charge for the processing of your request. My preliminary assessment of that charge is \$78.66 calculated as follows:

Search and retrieval time: 0.5 hours at \$15.00 per hour	\$7.50
Decision-making time: \$20.00 per hour	
Examining pages, redacting and scheduling documents	\$111.16
Writing statement of reasons	\$60.00
Deduction of 5 hours decision-making time*	-\$100.00
TOTAL	\$78.66

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department has in its possession 28 documents with 88 pages relevant to your request.

Required action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- agree to pay the charge;
- wish to contend that the charge has been wrongly assessed or should be reduced or not imposed or both; or
- withdraw your request.

If you do not provide a written response in accordance with one of the above options within 30 days of receiving this notification, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Alternatively, you may wish to revise the scope of your request. If you would like to discuss this, please contact foi@aff.gov.au for assistance.

Option – pay the charge

As the charge exceeds \$25 but is less than \$100, you are required to pay a deposit of \$20.

Payment can be made by direct deposit to:

A/C Name:	DAFF Departmental Account
Branch:	London Circuit, Canberra
Bank:	Reserve Bank
BSB:	092 009
A/C No.	111 698
ABN No:	34 190 894 983

Please include the FOI reference number (LEX-30532) in the subject field, and send an email with notification of payment to foi@aff.gov.au as soon it has been made.

If you are not able to pay by direct deposit, please contact the department for assistance.

Option – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you or your organisation 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.

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Option – withdraw your request

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Further assistance

If you have any questions, please email foi@aff.gov.au.

Yours sincerely

S 47F(1)

S 47F(1) Jason Lucas
First Assistant Secretary (A/g)
Exports and Veterinary Services Division

4 December 2023