

**Attachment A****DECISION RECORD****Request Details**

FOI Request: FA 16/05/01035

File Number: ADF2016/20588

**Scope of request**

On 3 June 2016 you requested:

*“In a letter to an FOI applicant dated 19 May 2016, published on the Right to Know website (<<https://www.righttoknow.org.au/request/1883/response/5558/attach/3/FA%20160401146%20s24AB%20notice.pdf>>), the Department refers to 'the standard FOI charges calculator'. Please provide that calculator. As far as possible, the calculator should be provided in its original form. If the calculator is a compiled program, this request should be taken to include both the source and compiled forms of the program.”*

**Document in scope**

The Department has identified one document as matching the scope of your request.

**Authority to make decision**

I am an officer authorised under section 23 of the FOI Act to make decisions in respect of requests for access to documents or to amend or annotate Departmental records.

**Information considered**

In reaching my decision, I have considered the following:

- the terms of your request
- the *Freedom of Information Act 1982*
- the Australian Information Commissioner's Guidelines relating to access to documents held by government and
- the *Freedom of Information (Charges) Regulations 1982*.

**Document in context**

The document has been released to you, as you have requested, in its original format, being an of Excel spreadsheet. The spreadsheet is derived from the charges specified by the *Freedom of Information (Charges) Regulations 1982*.

The document is a tool which has been designed to be edited and modified, in both the text and formula fields, on a case by case basis. The tool forms the basis of how charges can be estimated; as such it is designed to assist FOI practitioners in FOI case management. It should be noted that the calculator is a document which is only one part of a practitioner's or decision maker's considerations when deciding if charges should apply in a request for access to documents.

**Reasons for decision**

I am satisfied that I have identified the relevant document that matches the scope of your request, for me to consider in my decision. I have considered the document and am satisfied that no exemptions apply. Therefore, I am releasing the relevant document in full under the FOI Act.

*Digitally signed*



Authorised decision maker  
Department of Immigration and Border Protection  
Email [FOI@border.gov.au](mailto:FOI@border.gov.au)

1 July 2016