

Government Information (Public Access) Act 2009
INTERNAL REVIEW APPLICATION (Form A17)

This form should be used if you wish to apply for internal review of a decision made by the NSW Threatened Species Scientific Committee under the *Government Information (Public Access) Act 2009* (GIPA Act).

You must lodge this form with us **within 20 working days** after notice of the decision was given to you.

If you need help in filling out this form, please contact the Committee's Right to Information Officer, Suzanne Chate on 02 9585 6940.

Please post this form with your application fee to:

NSW Threatened Species Scientific Committee PO Box 1967, Hurstville BC NSW 1481

Attach payment of the **\$40 application fee** by cheque or money order. Please make cheques payable to the Office of Environment and Heritage. (Note: please do NOT send cash by post)

You can lodge this form at the following address – 43 Bridge Street Hurstville 2220. As there is no reception desk in this building please telephone before you visit to ensure staff are available to receive your application.

1. Your details

Surname: **Title:** Mr / Ms

Other names:

Postal address: **Postcode:**

Day-time telephone: **Facsimile:**.....

Email:

I agree to receive correspondence to the above email address.

2. Decision details

Decision to be reviewed (please see the list (overleaf) of decisions that can be reviewed and identify which decision (s) you wish to be reviewed

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NSW Threatened Species Scientific Committee

Reasons for the review (The review decision must be made as if it was a fresh application. You may wish to include below or attach to this application any relevant information or evidence to support your application for consideration by the reviewing officer).....

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Date of decision

File reference

Applicant's signature:

Date:

Decisions that can be reviewed:

If you lodged a formal application for access to information under the GIPA Act you have a right to request a review of a decision regarding the release of information if you disagree with any of the following decisions:

- a.** a decision that an application is not a valid access application
- b.** a decision to transfer an access application to another agency, as an agency-initiated transfer
- c.** a decision to refuse to deal with an access application (including such a decision that is deemed to have been made)
- d.** a decision to provide access or to refuse to provide access to information in response to an access application
- e.** a decision that government information is not held by the NSW Threatened Species Scientific Committee
- f.** a decision that information applied for is already available to the applicant
- g.** a decision to refuse to confirm or deny that information is held by the NSW Threatened Species Scientific Committee
- h.** a decision to defer the provision of access to information in response to an access application
- i.** a decision to provide access to information in a particular way in response to an access application (or a decision not to provide access in the way requested by the applicant)
- j.** a decision to impose a processing charge or to require an advance deposit,
- k.** a decision to refuse a reduction in a processing charge
- l.** a decision to refuse to deal further with an access application because an applicant has failed to pay an advance deposit within the time required for payment
- m.** a decision to include information in a disclosure log despite an objection by the access applicant (or a decision that the access applicant was not entitled to object).

NSW Threatened Species Scientific Committee

Sources for more information:

Suzanne Chate, Right to Information Officer, NSW Threatened Species Scientific Committee, 02 9585 6940 or email scientific.committee@environment.nsw.gov.au.

A copy of the Government Information (Public Access Act) 2009 can be viewed and printed from the NSW Government Legislation website www.legislation.nsw.gov.au.

The Information and Privacy Commission (IPC)

http://www.ipc.nsw.gov.au/privacy/ipc_index.html has fact sheets, guidance material and frequently asked questions about the GIPA Act providing detailed information on the Act and its interpretation and implementation

Information and Privacy Commission contact information:

- Go to http://www.ipc.nsw.gov.au/privacy/ipc_index.html
- Email <mailto:ipcinfo@ipc.nsw.gov.au>
- Mail GPO Box 7011, Sydney NSW 2001
- Call 1800 472 679 between 9am to 5pm, Monday to Friday (excluding public holidays).

If you have a hearing or speech impairment, you can call the Information and Privacy Commission through the National Relay Service (NRS) on 133 677 or if you want to talk to the IPC with the assistance of an interpreter, you can call the IPC through the Translating and Interpreting Service (TIS) on 131 450. NRS and TIS are free services.

Information on your Review Rights under the GIPA Act can be found at

http://www.ipc.nsw.gov.au/agdbasev7wr/assets/privacy/m727302l5/factsheet_your_review_rights.pdf