

Date received _____

GIPA reference _____

Government Information (Public Access) Act 2009

INTERNAL REVIEW APPLICATION FORM

Please complete this form to apply for an Internal Review of a decision made under the *Government Information (Public Access) Act 2009* (GIPA Act), regarding a Formal Access Application. You must lodge this form within 20 working days after notice of the decision.

GIPA Application Number: _____

1. Your Details

Name: _____

Organisation: _____

Postal Address: _____

Postcode: _____

Contact Telephone: _____ Facsimile: _____

Email: _____

2. Decision Details

The decision I would like reviewed (please tick) is the Department's decision:

- | | |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> that an application is not a valid; | <input type="checkbox"/> to provide access to information in a particular way in response to an application (or a decision not to provide access in the way requested by the applicant); |
| <input type="checkbox"/> to transfer the application to another agency; | <input type="checkbox"/> to impose a processing charge or to require an advance deposit; |
| <input type="checkbox"/> to refuse to deal with the application (including a deemed refusal); | <input type="checkbox"/> to refuse a reduction in a processing charge; |
| <input type="checkbox"/> to provide access or to refuse to provide access; | <input type="checkbox"/> to refuse to deal further with an application because an applicant has failed to pay an advance deposit within the time required for payment; |
| <input type="checkbox"/> the information is not held by the agency; | <input type="checkbox"/> to include information in a disclosure log despite an objection by an authorised objector (or a decision that an authorised objector was not entitled to object). |
| <input type="checkbox"/> the information applied for is already available to the applicant; | |
| <input type="checkbox"/> to refuse to confirm or deny that information is held by the agency; | |
| <input type="checkbox"/> to defer the provision of access to the information; | |

Please indicate your reasons for seeking a review of this decision/s:

Date of Decision: _____

All internal review applications must be accompanied by payment of a **\$40 application fee.**

Payment can be made by cheque or money order and should be made payable to:

NSW Department of Industry

Please post completed forms to:

Governance & Information Unit Level 7 Legal Branch
NSW Department of Industry
PO K348
Haymarket NSW 1240