

## Right to Information Policy

### Aim

To promote the disclosure of information in a consistent and fair manner in accordance with the *Right to Information Act 2009*.

### Compliance Obligations

*Right to Information Act 2009* (Tas)

*Right to Information Regulations 2010* (Tas)

### Policy

In accordance with the objectives of the *Right to Information Act 2009* (**the Act**), we recognise the right of members of the public to obtain certain information held by TasWater, and to obtain information about its operations.

TasWater will adopt a consistent approach to all requests for information under the Act.

TasWater will exercise any discretionary disclosure of information so as to facilitate and promote, promptly and at the lowest reasonable cost, the provision of the maximum amount of information. TasWater will actively facilitate the publication of information to minimise the need for the public to formally seek information under the Act.

### Responsibilities

TasWater will:

- Comply with the Act and other relevant legislation (eg the *Personal Information Protection Act 2004* (Tas) and the *Privacy Act 1988* (Cth)) in relation to the disclosure of information
- Administer requests for information as informally and expeditiously as practicable in accordance with the requirements of the Act and our associated approved procedures
- Promote awareness of this Policy to our employees and the general public, including through publication on our external website
- Ensure that relevant employees appropriately discharge their responsibilities under the Act
- Comply with all reporting requirements under the Act.

### Associated Documents

- TASPOL26 - Public Interest Disclosures Policy
- TASPOL06 - Personal Information Protection Policy
- TASPOL11 - Information Security Policy
- TCSPOL02 - Records Management Policy
- Ombudsman Tasmania - Right to Information Guidelines, Standards and Manual

*Approved by the Chief Executive Officer on 23 March 2018.*



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Chief Executive Officer