

Information about assessed disclosure under the Right to Information Act 2009

Why do we have a Right to Information Act?

Section 3 of the Act includes this statement of the objects of the Act:

1. The object of this Act is to improve democratic government in Tasmania –
 - a. by increasing the accountability of the executive to the people of Tasmania; and
 - b. by increasing the ability of the people of Tasmania to participate in their governance; and
 - c. by acknowledging that information collected by public authorities is collected for and on behalf of the people of Tasmania and is the property of the State.
2. This object is to be pursued by giving members of the public the right to obtain information held by public authorities and Ministers.
3. This object is also to be pursued by giving members of the public the right to obtain information about the operations of Government.
4. It is the intention of Parliament –
 - a. that this Act be interpreted so as to further the object set out in subsection (1); and
 - b. that discretions conferred by this Act be exercised so as to facilitate and promote, promptly and at the lowest reasonable cost, the provision of the maximum amount of official information.

Applications for assessed disclosure

- Address your application to:

*Right to Information Officer
TasWater
GPO Box 1393
HOBART TAS 7001*

Or via email: governance@taswater.com.au

- Applications should be made in writing and include the information required by Regulation 4 of the *Right to Information Regulations 2010*.
- Applications should be accompanied by the application fee. As at 1 July 2024, the fee is \$46.75.
- You can apply for the application fee to be waived where:
 - you are a Member of Parliament in the pursuit of your official duty;
 - you are impecunious (i.e. in financial hardship); or
 - you intend to use the information sought for a purpose that is of a general public interest or benefit.

Our key responsibilities

- Before we accept your application, we have a maximum of 10 working days to negotiate with you to clarify your application (if required).
- We will notify you of our decision in relation to your application for assessed disclosure within 20 working days of your application being accepted.
- If we need to consult with a third party, we will have an additional 20 working days to respond to your application.
- If we do not meet these timeframes, we will be deemed to have refused your application and you can ask the Ombudsman to review that decision.

Protection of your personal information

Under the *Right to Information Regulations 2010*, we may require you to provide certain personal information when you make a request under the *Right to Information Act 2009*.

We are committed to respecting your privacy and protecting information we hold about you in accordance with our obligations under the *Privacy Act 1988* and the *Personal Information Protection Act 2004*. If you provide personal information in connection with your application for information, we will only use that information for the purposes of dealing with your application, will keep that information secure, and will not disclose it to any other party except where you expressly agree, or we are permitted or required to do so by law.

Our Information Protection Statement (which may also be referred to as our Privacy statement) is available on our website at <http://www.taswater.com.au/About-Us/Governance-and-Policies>. This includes information about what sorts of information we may collect and hold about you, how we use that information (including when we may disclose it to third parties), and your rights to access and correct that information. It also refers to how we endeavour to ensure that your personal information is accurate, complete and up to date, and keep that information secure.

You may request a copy of the Statement, or seek further information about how TasWater deals with your personal information, by contacting the Privacy Officer (details below):

Privacy Officer

- *Telephone:* 13 6992
- *Mail:* GPO Box 1393, Hobart TAS 7001
- *Email:* governance@taswater.com.au

Right to Information Act 2009

Application for Assessed Disclosure

1. APPLICANT'S DETAILS			
Full name (including title)			
Postal Address			
Telephone	Home	Mobile	Business
Email			

2. GENERAL TOPIC OF INFORMATION APPLIED FOR

3. DETAILS OF INFORMATION SOUGHT
(if there is insufficient room in the space provided please attach further details)

4. DESCRIPTION OF EFFORTS MADE PRIOR TO THIS APPLICATION TO OBTAIN THIS INFORMATION

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5. APPLICATION FEE

Application fee included (please select one)	Yes	No	
OR			
Application for waiver (please select relevant grounds)	Member of Parliament	Impecunious applicant	General public interest or benefit

6. SIGNING

Applicant's signature	Date
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