



## Application for an Internal Review of a Decision pursuant to the *Government Information (Public Access Act) 2009 (GIPAA)*

INFORMATION: This form is to assist you to apply for an internal review of a reviewable decision that has been made by Berrigan Shire Council in accordance with the GIPAA.

This form cannot be used to seek review by the Information Commissioner nor the Administrative Decisions Tribunal of a decision made by Berrigan Shire Council. This form also cannot be used if an internal review of a decision has already been conducted or if the original decision was made by the principle officer of Berrigan Shire Council (sections 82 and 88).

You are required to pay **\$40.00** when you lodge this request (section 85). There are no processing fees required to be paid by you in respect of this application (section 87).

The internal review will be decided within 15 days of receipt of a valid request for internal review. This period of time may be extended by up to 10 working days if consultation is required. You will be notified if an extension of time will be applied (section 86).

Internal reviews are done by making a new decision, as if the original decision had not been made.

**NOTE:** Berrigan Shire Council is not required to conduct an internal review if this application is received by Berrigan Shire Council longer than 20 working days after notice of the decision was given to the applicant (section 83(1)).

Your name: \_\_\_\_\_

A postal address to which correspondence may be posted: \_\_\_\_\_

Telephone (optional): \_\_\_\_\_

Your original access application: \_\_\_\_\_

The date that your original application was decided: \_\_\_\_\_

You may elect which of the following decision/s you wish to have reviewed:

A decision that an application is not a valid access application	
A decision to transfer an access application to another agency, as an agency-initiated transfer	
A decision to refuse to deal with an access application (including such a decision that is deemed to have been made),	
A decision to provide access or to refuse to provide access to information in response to an access application	
A decision that government information is not held by the agency	
A decision that information applied for is already available to the applicant	
A decision to refuse to confirm or deny that information is held by the agency	
A decision to defer the provision of access to information in response to an access application	



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)	
A decision to impose a processing charge or to require an advance deposit	
A decision to refuse a reduction in a processing charge	
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	
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)	

\_\_\_\_\_ Signature

\_\_\_\_\_ Date