



## Application for an Internal Review of a Refused 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: \_\_\_\_\_

\_\_\_\_\_

Date of determination/deemed refusal \_\_\_\_\_

What decision of Berrigan Shire Council do you wish to have reviewed?




If there is any other information which you think may be relevant to the determination of the internal review please outline that information below:

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Pursuant to section 83(3) of the GIPAA, Berrigan Shire Council will acknowledge receipt of your application for internal review within 5 working days of the date on which the application is received.

In accordance with section 84 of the GIPAA, Berrigan Shire Council will undertake the internal review by making a new decision in relation to the Access Application, as if the original decision had not been made.

The internal review will not be undertaken by the person who made the original decision, and will not be undertaken by a person less senior than the person who made the original decision.

The decision made on the internal review will not be reviewable again by way of internal review. The Information Commissioner, pursuant to Part 5, Division 3 of the GIPAA, and the Administrative Decisions Tribunal pursuant to section 100 of the GIPAA may review the decisions made in this internal review.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date