

Application for Assessed Disclosure

Right to Information Act 2009



Before completing this form: Try searching PAHSMA's website or contact us first. We may be able to provide the information without a formal assessed disclosure application.

Application details:

Title:

Full name:

Postal Address:

Phone: Business:

Home:

Mobile:

Email:

Public Authority or Minister applied to:

Have you submitted a similar request to any other Minister or Public Authority?

If yes please provide details:

General topic of information applied for (a brief description of information required):

Description of efforts made prior to this application to obtain this information:

Application fee (non refundable) Have you paid the application fee:

Yes

No

If you have applied for an application waiver select category below:

Member of Parliament

Financial hardship

General public interest or benefit

Additional details (optional):

Details of information sought

If there is insufficient space provided, please attach further information.

Proof of identity required

Yes

No

If the application is for the release of your personal information, you must provide proof of identity before we can release the information to you – if lodging by email or mail, you will need to provide certified copies (please indicate above if this applies to you)

Office use: Proof of identity sighted/received and acceptable: Yes/No

Applicant's signature:

Date:

Information about assessed disclosure under the Right to Information Act 2009

Object of the 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

Applications are to be addressed to:

Right to Information Officer

Port Arthur Historic Site Management Authority

Port Arthur TAS 7182

Or email: governanceandcompliance@portarthur.org.au

Applications are to be made in writing and include the information required by Regulation 4 of the Right to Information Regulations 2021.

Applications are to be accompanied by the application fee.

This fee is 25 fee units (which equates to \$49.00 as at 1 July 2026) and is indexed annually.

An applicant can apply for the application fee to be waived where the applicant is a Member of Parliament in the pursuit of their official duty; where the applicant is experiencing financial hardship; and where the information sought is intended to be used for a purpose that is of general public interest or benefit Responsibilities of the public authority.

Applicants are to be notified of the decision on an application for assessed disclosure within 20 working days of the application being accepted by the public authority.

Before the application is accepted, the public authority has a maximum of 10 working days to negotiate with the applicant to further define the application.

If a need to consult with a third party arises, a further 20 working days will be allowed in addition to the original 20 days.

If these time limits are not conformed with, the application will be deemed to be refused, and the applicant may apply to the Ombudsman for a review of that decision.