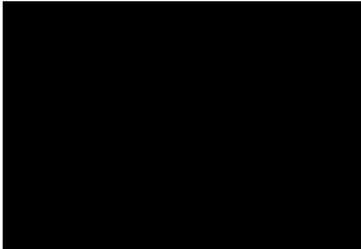


01 April 2021



Thank you for your Official Information Act 1982 (OIA) request of 29 March 2021, in which you ask:

- 1. Does your organisation have a policy or guidelines in relation to charging requestors for supplying information under the Official Information Act 1982?*
- 2. If yes, please supply a written copy of the policy/guideline, including grounds for seeking costs for supplying information, charges for photocopying, scanning or other copying of information and the hourly rate for staff time in compiling requests?*
- 3. If not, what does your organisation charge for photocopying, scanning or other copying of information and what is the hourly rate for staff time in compiling requests?*

In the 12 months from 01 January 2020 to December 31, 2020:

- 4. How many requests for information under the Official Information Act did your organisation receive?*
- 5. Of these, in how many was the requestor advised that they would incur charges for copying and staff time, or any other reason?*
- 6. In how many of these, did the requestor pay the required charge for supplying of information?*
- 7. In total, how much did your organisation receive in payments for supplying information under the OIA?*
- 8. What were the largest 10 amounts paid by requestors in charges for fulfilling OIA requests?*

In response to questions one to three we follow the guidelines of the Ombudsman and the Ministry of Justice. These guidelines can be found here [Charging: A guide to charging for official information under the OIA and LGOIMA | Ombudsman New Zealand](#) and here [Charging guidelines for OIA requests | New Zealand Ministry of Justice](#) .

These guidelines also include suggested charges; on page seven of the Ombudsman's document, and pages three and four of the Ministry of Justice's document.

For questions four to eight, in the last year calendar year 2020 we received 342 OIA requests. However, no requesters were advised that they would incur charges for their requests. Consequently, there were no charges to requesters and no money received from them.

A handwritten signature in blue ink that reads "Rachel Kelly".

Rachel Kelly
Manager, Government Relations

