



HEALTH QUALITY & SAFETY
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13 April 2021

Reference: HQSC151-2021

Dear [REDACTED]

Official information request: Charging for official information act requests

I refer to your official information request dated 29 March 2021 on the above topic. The following outline our responses to your requests for information:

Request (1): Does your organisation have a policy or guidelines in relation to charging requestors for supplying information under the Official Information Act 1982?

Response: *The Commission's operational policy and procedures for official information and proactive release of information does outline where the Commission can charge for the supply of information under the OIA - section 15 (1A) however, to date, the Commission has not charged for any official information requested.*

Request (2): If yes, please supply a written copy of the policy/guideline, including grounds for seeking costs for supplying information, charging for photocopying, scanning or other copying of information and the hourly rate for staff time in compiling requests?

Response: *A copy of our Operational policy and procedures for Official Information and Proactive release of information is attached.*

Request (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?

Response: *The Commission has not charged for photocopying, scanning or other copying of information associated to responding to an official information request.*

Request (4): How many requests for information under the Official Information Act did your organisation receive in the last 12 months from 01 January 2020 to December 31, 2020.

Response: *27 requests for information under the Official Information Act was received from 01 January 2020 to December 31, 2020.*

Request (5): Of these, in how many was the requestor advised that they would incur charges for copying and staff time, or any other reason?

Response: *None*

Request (6): In how many of these, did the requestor pay the required charge for supplying of information?

Response: *None*

Request (7): In total, how much did your organisation receive in payments for supplying information under the OIA?

Response: *No payments were received by the Commission for official information requests.*

Request (8): What were the largest 10 amounts paid by requestors in charges for fulfilling OIA requests?

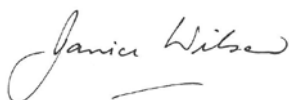
Response: *The Commission has not charged any requestors for fulfilling OIA requests.*

Please note that the Commission publishes some of its OIA responses on its website, after the response is sent to the requester. The responses published are those that are considered to have a high level of public interest. We will not publish your name, address, or contact details.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact info@hqsc.govt.nz .

Nākū nā



**Dr Janice Wilson
Chief Executive**