

Dear

I refer to your request under the *Freedom of Information Act 1989* (the Act) dated 4 April 2014 for any and all documents relating to travel proposed or mooted by Assembly members that has yet to be approved, including proposals or suggestions from Members for use of the study tour allowance.

I am authorised under section 22 of the Act to make decisions on access to documents held by the Office of the Legislative Assembly (OLA) and liability for charges

After conducting a thorough search of all relevant records held by OLA, one document was identified that falls within the ambit of your request. A schedule of that document is attached, together with a copy of that document.

### **Your right of review**

#### *Internal review*

You are entitled under s 59(1) of the Act to request a review of my decision. This right of review extends to a review of the adequacy of the search for documents undertaken by OLA. You have 28 days after receiving notice of my decision to ask for a review, or a further period, as allowed by the Clerk of the Legislative Assembly. Your request should be addressed to:

Clerk of the Legislative Assembly  
GPO Box 1020  
CANBERRA ACT 2601

#### *Complaints to the Ombudsman*

Under s. 54 of the Act you may complain to the Ombudsman about administrative matters relating to the processing of your FOI request. There is no fee for making a complaint. The Ombudsman may conduct an independent investigation into your complaint. You can contact the Ombudsman either by phone on 1300 362 072 or writing to:


Legislative Assembly for the Australian Capital Territory

Civic Square, London Circuit (GPO Box 1020) Canberra ACT 2601

T (02) 6205 0439 F (02) 6205 3109 [Esecretariat@parliament.act.gov.au](mailto:Esecretariat@parliament.act.gov.au) [www.parliament.act.gov.au](http://www.parliament.act.gov.au)

The Ombudsman  
GPO Box 442  
CANBERRA ACT 2601  
Yours sincerely

Yours sincerely

A handwritten signature in black ink, appearing to read 'M Kiermaier', with a stylized flourish at the end.

Max Kiermaier

Deputy Clerk and Serjeant-at-Arms

14 April 2014