

Access to information

How do you wish to access the information?

- Be provided with a copy of the document/s Inspect the document/s
- Access in another way (please specify):

Disclosure log

If the information sought is released and would be of interest to other members of the public, details about your application (excluding your personal information) may be recorded in the disclosure log and published on our website.

Do you object to this? Yes No

Processing fee discount

You may be asked to pay a charge for processing the application (\$30 / hour). Some applicants may be entitled to a reduction in their processing charges. If you wish to apply for a discount, please indicate the reason:

- Financial hardship – please attach supporting documentation (eg a pension) AND/OR
- Special benefit to the public

Application fee

You are required to pay a \$30 application fee. Payment is being made as follows:

- Cheque / money order (payable to NSW State Emergency Service)
- Electronic funds transfer: BSB: 032-001 - Account: 206007

Name: NSW SES Operating

Reference: GIPA – [insert surname here]

Where to send your form

Email: gipa@ses.nsw.gov.au

Post: NSW SES, PO Box 6126, Wollongong, NSW 2500

Privacy statement

The NSW State Emergency Service (NSW SES) is subject to the *Privacy and Personal Information Protection Act 1998* (PIIP Act) in respect of your personal information. Your personal information is being collected to process your application for information under the *Government Information (Public Access) Act 2009*. The provision of personal information is voluntary, however if you do not provide it we may not be able to process your application.

Otherwise, NSW SES will not disclose your personal information without your consent unless authorised by law. Your personal information will be held by NSW SES at 93-99 Burelli Street, Wollongong. You have the right to access and correct the information if you believe that it is incorrect.

Applicant's signature: _____ Date: ____ / ____ / ____