



Policy Name: Official Information Act
Requests – Charging For
File Name: 2.4.4

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OFFICIAL INFORMATION ACT REQUESTS – CHARGING FOR

POLICY STATEMENT

It is the policy of the Bay of Plenty District Health Board (BOPDHB) to apply the “Ministry of Justice Charging Guidelines for Official Information Act Requests” when charging for staff time and resources expended to comply with requests under the Official Information Act.

Official Information is defined in section s2 of the Official Information Act 1982.

PURPOSE

To ensure that the BOPDHB is adequately and fairly compensated for resources expended in complying with Official Information Act requests.

EXCLUSIONS

There are no exclusions.

REFERENCES

- Official Information Act 1982
- [Ministry of Justice, Charging Guidelines for Official Information Act Requests, March 2002](#)

Manual Name: Organisational Policy	Page 1 of 1	NOTE: The electronic version of this document is the most current. Any printed copy can not be assumed to be the current version.
Section Name: Gen Mgt, Legal Issues	Version No: 3	
Policy Steward: GM Governance & Quality	Authorised by: Chief Executive Officer	