

Appeal to the Designated Officer

Designated Officer,

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Public Authority :

Appeal Form

01. Name of Person Appealing :

02. Address :

03. Contact Number. (if any) :.....

04. Email Address (if any) :

05. Date request made to Information Officer and Registration Number :.....

06. Did you receive a reply from the Information Officer ? Yes/No:.....
(if Yes and you have a copy, please attach; otherwise provide details of reply)

07. Grounds for Appeal:

- i. The Information Officer refuses a request made for information
- ii. The Information Officer refuses access to the information on the ground that such information is exempted from being granted under Section 5
- iii. Non-compliance with time frames specified in the Act
- iv. The Information Officer granted incomplete, misleading or false information
- v. The Information Officer charged excessive fees
- vi. The Information Officer refused to provide information in the form requested
- vii. The requestor has reasonable grounds to believe that information has been deformed, destroyed or misplaced to prevent the requestor from having access to the information

Details:

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08. Brief description of information requested :
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09. If Appeal has not been submitted within the specified time period, cause of delay [s.31(5)]:

10. Any other details :

Date :-

Signature :-