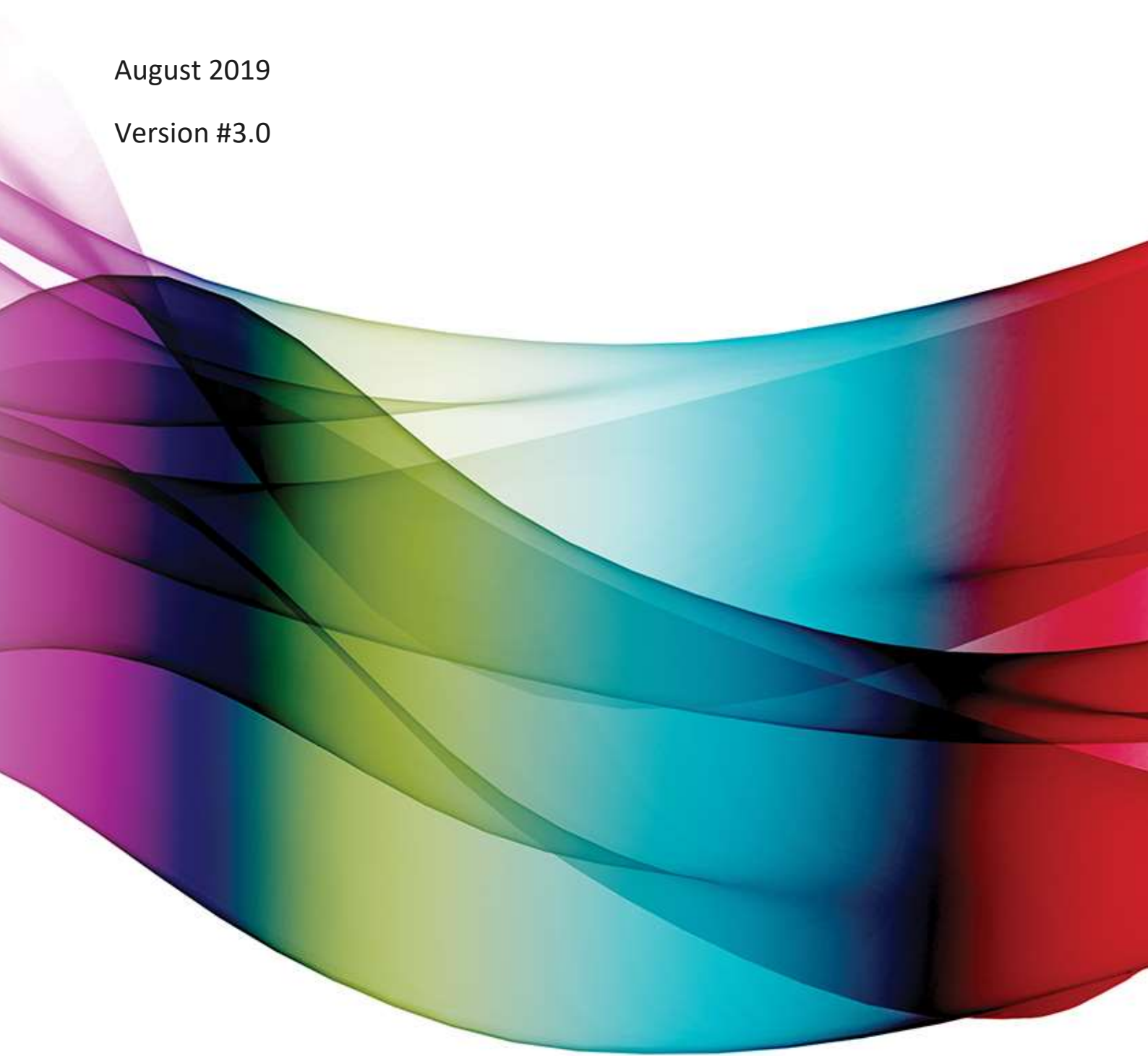


Right to Information Policy

August 2019

Version #3.0



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1. Policy Overview

This policy details TasNetworks' commitment to meeting Right to Information legislation.

The Right to Information Act 2009 (Tas) (the **Act**) provides for greater public access to information held by government entities, including state owned companies. The purpose of this policy is to outline to TasNetworks' team members the requirements of this Act and its impact on the way we work and manage information.

This policy is a Level **2** policy, see the *Policy Framework* for further information.

2. Who does this Policy apply to?

This policy applies to all TasNetworks' leaders, team members, trainees and contractors. It may also affect TasNetworks' customers and clients.

This policy also applies to companies within the TasNetworks Group, and a reference to TasNetworks in this policy includes a reference to group companies.

The TasNetworks Group means TasNetworks and its subsidiaries. TasNetworks' subsidiaries as at June 2019 are TasNetworks Holdings Pty Ltd, Fortytwo24 Pty Ltd, Marinus Link Pty Ltd and Large Scale Renewables Pty Ltd.

3. The Policy

TasNetworks, being a 'public authority' as defined in the Act, has a legal obligation to provide members of the public information as requested from TasNetworks' records (provided that the information is not deemed exempt).

The Act states that public authorities, must:

- authorise and encourage greater routine disclosure of information without the need for requests or applications;
- authorise and encourage greater active disclosure of information in response to informal requests without the need for applications;
- give members of the public an enforceable right to information held by public authorities; and
- provide that access to information held by government bodies is restricted in only limited circumstances outlined in the Act.

The Act also specifies classifications of information that may be exempt from disclosure.



TasNetworks is committed to:

- meeting all elements of the Act;
- adopting procedures that ensure a consistent approach throughout TasNetworks to all RTI issues;
- achieving efficient handling of resources to RTI applications through a centralised function;
- recording all RTI applications for reporting purposes;
- providing corporate consultation, guidelines and direction regarding rights and obligations under the Act; and
- supporting officers of the company, including Right to Information Officers and Internal Review Officers in their efforts to comply with the Act.

TasNetworks will ensure:

- ongoing awareness of its legal obligations and change to those obligations with our team members;
- a process for Right to Information requests;
- a process of ongoing monitoring of Right to Information with legal and policy obligations.

4. Roles and responsibilities

The Board has ultimate responsibility for compliance standards. Any committees formed that oversee compliance will report to The Board.

The Chief Executive Officer is the principal officer for the purposes of this Act, and may appoint delegated officers to undertake any or all of the functions under the Act.

The Leader Legal Services and **Right to Information Officer/s** (members of TasNetworks Legal Services team, following appropriate delegation from the Principal Officer) are appointed as delegated officers for certain functions under the Act.

The TasNetworks Leadership Team (TLT) is responsible for implementation, fostering and communication of this policy. The TLT must also ensure all Team Members under their control are aware of their responsibilities in relation to this policy.

The Ombudsman is an independent officer appointed by the Governor, and answerable to the Parliament. The responsibilities of the Ombudsman under the Act include issuing and maintaining guidelines, reviewing decisions made under the Act, giving directions and promoting settlement of review applications.

All TasNetworks Leaders and Team Members have a responsibility for advancing the Right to Information Policy under these existing policies and principles.



5. References

- Right to Information Act 2009 (Tas)
- Right to Information Regulations 2010 (Tas)
- Ombudsman’s Manual and Guidelines
http://www.ombudsman.tas.gov.au/right_to_information

6. Compliance

All team members are responsible for complying with this policy, and any breaches of this policy will be treated seriously and may result in disciplinary action being undertaken.

Public Interest Disclosure Statement (“Whistleblowers”)

If an individual is concerned about consequences associated with reporting a serious breach of this Policy, that individual should refer to the Public Interest Disclosure (Whistleblowers) Policy available on The Zone or talk to their Leader.

7. Need to know more or have a question?

All Team Members will have access to this policy and underpinning policies on The Zone. Support and further information is available from your Leader, People & Performance Partner or People Direct.

8. Administration of this Policy

This policy is administered by the Company Secretary and General Counsel and will be reviewed and endorsed biennially, or when there is a significant change to the legislation or the business that will impact on this Policy.

Authorisations		
Action	Name	Date
Prepared by	Mel Lawrence, People Policy and Practice Specialist	May 2014
Reviewed by	Kate Bradshaw, Corporate Counsel	June 2014
Authorised by	Phillippa Bartlett, Company Secretary and General Counsel	June 2014



Document control				
Date	Version	Description	Author	Approved by
May 2014	0.1	Draft	Mel Lawrence	Company Secretary and General Counsel
June 2014	1.0	Version for approval	Mel Lawrence	Chief Executive Officer
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