



10 February 2016

FOI Coordinator
Chief Executive's Office
Canberra Institute of Technology
GPO Box 826
CANBERRA ACT 2601

Dear Sir/Madam

REQUEST UNDER THE ACT FREEDOM OF INFORMATION ACT 1989

I am writing to you to request a copy of all information and accompanying documents prepared for and/or by the ACT Government and Education and Training Directorate staff referencing, the ASQA audit of CIT Electrotechnology Group; including but not limited to, when the ASQA audit was requested and by whom it was requested; reporting dates and when the audit report was received by CIT.

This request covers but is not limited to, records of correspondence, meetings, telephone conversations, documents on file (including, but not limited to, letters, file notes, emails, minutes, briefings, submissions, tenders, approvals, contracts etc).

I make this request pursuant to section 17 and in accordance with section 14 of the Freedom of Information Act 1989 (ACT) and on public interest grounds as provided for in sections 29 and 30 of the Act. I ask that any fees and charges associated with this request be waived pursuant to sections 29 and 30 of the Act. I do so on the basis that it is in the public interest that I be given access to the documents and that there has been a long-standing convention, both at a Commonwealth, State and Territory level that members of parliament are not to be charged for access to documents requested under FOI legislation.

For any further information on this request please contact my office on .

Yours sincerely

