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## MODEL LITIGANT GUIDELINES AND FOI: HOW TO AVOID OMBUDSMAN CRITICISM

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**The Victorian Ombudsman, in a recent report to Parliament, strongly criticized a major government agency in relation to its failure to properly apply the model litigant guidelines in how it dealt with a particular freedom of information request and VCAT proceeding.**

**The criticism was based on the perceived failure to understand and comply with the obligations of each government agency under the model litigant guidelines in the FOI context.**

To assist your agency to avoid any possible future criticism by the Ombudsman, FOI Solutions will provide a highly informative session covering:

- A detailed look at each guideline;
- Other obligations on agencies when dealing with the public;
- What the model litigant guidelines do not mean;
- Model litigant obligations in the FOI context.

**Please note that places are strictly limited to 20 people.** Get in early to avoid disappointment as the session is expected to fill fast and there are limited places.

<b>Who:</b>	This is intended for all persons making decisions under the FOI Act or who manage FOI decision makers or VCAT proceedings dealing with FOI matters. Pass this form on to any FOI colleagues in other agencies who you think might be interested.	
<b>Time:</b>	9.45am for a <b>10.00am start</b> finishing 11.30am (approx) (including questions)	
<b>Date &amp; Venue:</b>	18 April 2012	Level 2, 155 Queen Street, Melbourne
<b>Cost:</b>	\$179* \$149* per person if 3 or more persons attend from one agency (includes paper, presentation and refreshments)	

\* All amounts are GST inclusive

### Solicitors & Consultants

Level 2  
155 Queen Street  
Melbourne Victoria 3000

DX 345 Melbourne VIC  
Email [info@foisolutions.com.au](mailto:info@foisolutions.com.au)  
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## REGISTRATION FORM **Model Litigant Guidelines & FOI**

Name: ..... Position : ..... Agency: .....  
Postal or DX Address ..... Email: ..... Phone: .....  
..... Fax: .....

**I will be attending on 18 April 2012**

### **Amount Payable (tick one)**

- \$179** (inc GST)
- \$149** (inc GST) (per person, if 3 or more from one agency – please fill separate form for each)

**Payment can be made by EFT (preferred) or by cheque made payable to “FOI Solutions”.**

#### **EFT Payment Details:**

**Name:** FOI Solutions  
**Bank:** National Australia Bank  
**Branch:** Collins Street, Melbourne VIC 3000  
**BSB No:** 083 019  
**Account No:** 45 343 6667

**A tax invoice will be forwarded once the registration form is received.**

If paying by EFT, please send an email ([info@foisolutions.com.au](mailto:info@foisolutions.com.au)), fax or other remittance advice to confirm payment.

If paying by cheque, please make cheque payable to “**FOI Solutions**” and forward with this form to:  
FOI Solutions, DX 345 Melbourne Vic OR  
FOI Solutions, Level 2, 155 Queen Street, Melbourne, Vic, 3000

The ABN of FOI Solutions is 80 977 918 379. A tax invoice will be forwarded upon payment. Please keep a copy of this form for your records. All amounts are GST inclusive. You will receive confirmation of registration.

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