

Schedule of fees and charges payable under the *Freedom of Information Act 1989*

Notes for applicants

The Superannuation Administration Corporation trading as Pillar Administration (Pillar) is the administrator of the following NSW public sector superannuation schemes: First State Super (FSS), State Superannuation Scheme (SSS), State Authorities Superannuation Scheme (SASS), State Authorities Non-contributory Superannuation Scheme (SANCS), Police Superannuation Scheme (PSS) and the Parliamentary Contributory Superannuation Scheme.

Consequently, Pillar holds records on behalf of the Trustees of those schemes, FSS Trustee Corporation, SAS Trustee Corporation and the Trustees of the Parliamentary Contributory Superannuation Fund.

A person who is a member of any one of those schemes may request from Pillar relevant documents under the provisions of the *Freedom of Information Act 1989* (the Act).

When do you pay?

- Pillar will not start work on your request until your application fee has been paid.
- Payment should accompany the request if you are paying by cheque.
- Cheques should be made payable to 'Pillar Administration'.
- You will be advised if processing charges apply in your case.

Are you entitled to a reduction?

Fees and charges can be reduced by 50% if:

- you are seeking access to your personal records and you hold a Pensioner Health Benefit Card or have an equivalent income, *or*
- you represent a non-profit organisation which can show financial hardship, *or*
- you are seeking access to non-personal records and can show that disclosure is in the public interest.

Your privacy

The information you provide in this form is collected and held for the Schemes' Trustees by Pillar in accordance with NSW and Federal privacy legislation under which you have rights of access and correction.
For further information about privacy, contact Pillar Administration by writing to PO Box 1229, Wollongong DC NSW 2500.

For further information

Further information can be obtained from Pillar's Freedom of Information Co-ordinator, telephone (02) 4253 1478.

Type of request

Request for **access to personal documents**

Request for **access to non-personal documents**

Application for **review**

Application to **amend personal records**

Request for **notation to be added to personal records**

Application fees*

\$30

\$30

\$40

No fee

No fee

Processing charges*

No charge for the first 20 hours of staff time: then \$30 per hour for any further hours

\$30 per hour

No charge

No charge

No charge

* These fees and charges may be reduced by 50% in certain circumstances (see notes above)