



Information Sheet

Right to Information Act 2009 and Information Privacy Act 2009

Can I apply for my RTI processing file?

Under the *Right to Information Act 2009* (RTI Act), anyone can apply to access documents of Queensland government agencies. Under the *Information Privacy Act 2009* (IP Act), individuals can apply to access or amend documents that contain their personal information.

There are some limitations, however, and some documents are excluded from the Acts.

What is an RTI processing file?

When you apply to an agency under the RTI or IP Act, the agency opens a file, referred to as an RTI processing file. This file contains the documents created as part of processing your application.

Can I apply for my RTI processing file?

No. RTI processing files are excluded from the Acts¹ and cannot be applied for. This was decided by the Commissioner,² based on a Queensland Civil and Administrative Tribunal decision.³

If there was an internal review of the decision made on your application, this also applies to internal review files and they cannot be applied for.

Can I apply for someone else's RTI processing file?

No, the same rules apply to someone else's RTI processing file.

For additional information and assistance please refer to the [Applications outside the scope of the Act](#) guideline or contact the Enquiries Service on 07 3234 7373 or email enquiries@oic.qld.gov.au.

This information sheet is introductory only, and deals with issues in a general way. It is not legal advice. Additional factors may be relevant in specific circumstances. For detailed guidance, legal advice should be sought.

If you have any comments or suggestions on the content of this document, please submit them to feedback@oic.qld.gov.au.

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Changes to legislation after the update date are not included in this document

¹ Under schedule 2, part 2, item 7 of the RTI Act, which also applies to the IP Act.

² *T71 and Queensland Police Service* [2022] QICmr 10 (4 March 2022).

³ *Carmody v Information Commissioner & Ors* (5) [2018] QCATA 18, applying commentary of Hoeben J.