



Request for Information

Under a legislative authority or the *Information Privacy Act 2009*

Privacy statement: The Department of Transport and Main Roads (TMR) will not disclose personal information unless required or authorised by law or where an exception in Information Privacy Principle (IPP) 11 (1) of the Information Privacy Act 2009 (QLD) applies. The information you are requesting may be disclosed if TMR is satisfied on reasonable grounds that it is relevant and necessary for one or more of the provisions listed in IPP 11 (1) (e) (i) to (v). Each request will be assessed on a case by case basis. The information collected on this form will be used to process your request and as a record of the disclosure as required under Schedule 3, 11(2). Any information provided to you must only be used for the purpose it was requested and not for any other purpose.

Section 1 - Information Request

Video Surveillance Systems email: CCTVDownloadRequest@tmr.qld.gov.au

Go Card email: informationrequests@translink.com.au

Other

Location of incident (including street and suburb)

Date

Time

Request details

Section 2 - Legislative Authority

Please indicate the authority and Act that authorises the release of the requested information.

Alternatively, see Section 3 for requests made under IPP 11 of the Information Privacy Act.

Section 3 - Request made under IPP 11 of the Information Privacy Act

Please indicate the reason for the request with a brief explanation why the information is necessary, including the section and Act of the criminal offence or breach:

- the prevention, detection, investigation, prosecution or punishment of criminal offences or breaches of laws imposing penalties or sanctions
- the enforcement of laws relating to confiscation of proceeds of crime (please indicate below which law)
- the protection of the public revenue
- the prevention, detection, investigation or remedying of seriously improper conduct
- the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of the orders of a court or tribunal

Section 4 - Requesting Officer's Details (Requesting Officer and Senior Officer must be two separate officers)

QPS Reference (if applicable)

Department/Agency

Name

Position

Email

Phone number

Requesting officer's signature

Date

Section 5 - Senior Officer's Authorisation

Department/Agency

Name

Position

Email

Phone number

I am satisfied this information is reasonably necessary pursuant to the legislation cited in Sections 2 or 3 and that the information provided will only be used for the purpose stated in this request.

Senior officer's signature/name (Shift supervisor/Sergeant)

Date

Section 6 - TMR Use Only

Internal reference number

Date request received

Authorising officer's name and signature

A member of the QPS may apply for a release of licence/authority/card holder information if they are performing a function/s associated with the role of police officer.

Note: It is a requirement that a copy of this completed form is placed on file as a record of this disclosure under this provision of personal information.

List actions taken with downloaded image/file e.g. storage/transfer of image/file(s):

Section 7 - Information Release

QPS Officer/Applicant to complete upon receipt of footage/information

Name

Position

Signature

Date