

Filing Instructions

PLEASE FILE IMMEDIATELY!

UPDATE 203

DECEMBER 2023

VICTORIAN ADMINISTRATIVE LAW

ATTENTION: Before filing this update please ensure that Update 202 has been filed – check behind the tabcard Filing Instructions/Summaries at the back of Volume 2.

Material Code 42474868 Print Post Approved PP255003/00389

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Filing Instructions

1. Check the currency of your Service

Ensure Update 202 has been filed.

2. File your updating pages

To file this update, you will need to refer to the following table. In your binder, navigate to the Tabcard noted in the Find Tabcard column. Remove the pages listed in the Discard old pages column, then replace the discarded pages with the

pages listed in the Discard old pages column, then replace the discarded pages with the newly issued pages as listed in the Insert new pages column. Ensure that you follow one Filing Instruction row at a time.

Find Tabcard	Discard old pages	Insert new pages
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VICTORIAN CIVIL & ADMINISTRATIVE TRIBUNAL		
Sections 1-58	1-1651 – 1-1666	1-1651 – 1-1668
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VCAT Rules	1-9601 – 1-9604	1-9601 – 1-9604
VOLUME 2		
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FOI Regulation	2-5061 – 2-5288	2-5061 – 2-5282
FOI Practice Notes		2-5501 – 2-5552

Find Tabcard	Discard old pages	Insert new pages
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OMBUDSMAN		
Ombudsman Act	2-11951 – 2-11958	2-11951 – 2-11958
	2-12301 – 2-12302	2-12301 – 2-12302
INFORMATION PRIVACY		
Privacy and Data Protection Act	2-13381 – 2-13390	2-13381 – 2-13390
Charter		
Charter Regulations	2-24073 – 2-24074	2-24073 – 2-24152
Charter Practice Notes	C-5501 – 1C-25104	C-5501 – 1C-25104

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