



THOMSON REUTERS

# Filing Instructions

**PLEASE FILE IMMEDIATELY!**

**UPDATE 206**

**APRIL 2025**

## **VICTORIAN ADMINISTRATIVE LAW**

**ATTENTION:** Before filing this update please ensure that Update 205 has been filed – check behind the tabcard Filing Instructions/Summaries at the back of Volume 2.

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## Filing Instructions

### 1. Check the currency of your Service

Ensure Update 205 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 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
<b>VOLUME 1</b>		
Half title Card	Title Page	Title Page
User's Guide	101 – 110	101 – 108
<b>VICTORIAN CIVIL &amp; ADMINISTRATIVE TRIBUNAL</b>		
VCAT Rules	1-8051 – 1-8102	1-8051 – 1-8102
	1-9201 – 1-9752	1-9201 – 1-9752
<b>VOLUME 2</b>		
<b>FREEDOM OF INFORMATION</b>		
FOI Act	2-2017 – 2-2080	2-2017 – 2-2082
	2-2701 – 2-2722	2-2701 – 2-2722
	2-2753 – 2-3512	2-2753 – 2-3514

<b>Find Tabcard</b>	<b>Discard old pages</b>	<b>Insert new pages</b>
	2-4107 – 2-4168	2-4107 – 2-4168
	2-4231 – 2-4256	2-4231 – 2-4256
<b>OMBUDSMAN</b>		
<b>Ombudsman Act</b>	2-10501 – 2-10506	2-10501 – 2-10506
	2-10517 – 2-12302	2-10517 – 2-12302
<b>INFORMATION PRIVACY</b>		
<b>Privacy and Data Protection Act</b>	2-13113 – 2-13114	2-13113 – 2-13114
	2-13423 – 2-13430	2-13423 – 2-13430
	2-13525 – 2-13526	2-13525 – 2-13526

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