

SCHEDULES

SCHEDULE 1

MONETARY PENALTY NOTICES

PART 2

INFORMATION PROVISIONS

Information notices

- 13 (1) The Commissioner may by notice (an “information notice”) request any person on whom the Commissioner is considering whether to serve a Part 1 notice of intent or a Part 1 monetary penalty notice to provide such information as the Commissioner reasonably requires for the purpose of deciding whether to serve it.
- (2) Where the Commissioner requests that documents be produced, the Commissioner may take copies of, or extracts from, any document so produced.
- (3) An information notice must—
- (a) specify or describe the information to be provided,
 - (b) specify the manner in which, and the period within which, the information is to be provided,
 - (c) state that the Commissioner considers that the information is information which the Commissioner reasonably requires for the purpose of deciding whether to serve a Part 1 notice of intent or (as the case may be) a Part 1 monetary penalty notice,
 - (d) state the Commissioner’s grounds for this view, and
 - (e) provide details of the rights of appeal under paragraph 15 in respect of the information notice.
- (4) For the purposes of sub-paragraph (3)(b)—
- (a) specifying the manner in which the information is to be provided may include specifying the form in which it is to be provided, and
 - (b) the specified period within which the information is to be provided must not be less than 28 days beginning with the day after the day on which the information notice is served.