

Processing a Freedom of Information Request under FIPPA and MFIPPA (Ontario)

Fee Type	General Records	Access to Personal Info.	Correction Request
Application Fee	\$5.00	\$5.00	—
Search Fees	\$7.50 per 15 min	—	—
Preparation Fees	\$7.50 per 15 min	—	—
Computer Programming	\$15.00 per 15 min	\$15.00 per 15 min	—
Photocopying/Printing	20¢ per page	20¢ per page	—
Digital Media	\$10.00 per disc or USB	\$10.00 per disc or USB	—
Other Costs	As invoiced	As invoiced	—
Appeal Fee (IPC)	\$25.00	\$10.00	\$10.00

Timelines and Deadlines	General Records	Access to Personal Info.	Correction Request
Issue Decision Letter (Basic Deadline)	45 days	45 days	45 days (rec.)
Forward or Transfer	15 days	15 days	—
Deem Request Abandoned	30 days (rec.)	1 year (rec.)	1 year (rec.)
Receive Affected Person (AP) Reps	20 days after AP notice	20 days after AP notice	—
Issue Decision Letters (AP Process)	30 days after AP notice	30 days after AP notice	—
To Appeal / Records Holding Period	30 days after decision	30 days after decision	30 days after dec.

ALL DEADLINES ABOVE ARE IN BUSINESS DAYS AND REFLECT BILL 97 UPDATES IN EFFECT AS OF JULY 1, 2026

Steps to Consider

Acknowledgement Letter	Seek Narrowing	Assign Search to Staff	Issue Decision Letter
Clarify / Handle Defects	Time Extension	Prepare Index of Records	Affected Person Decisions
Transfer / Forward	Interim Fee Estimate	Affected Person Notices	Disclose Documents
Declare Frivolous	Staged Access Plan	Deem Abandoned	Close File



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Exemptions and Exclusions under FIPPA and MFIPPA (Ontario)

EXEMPTIONS	FIPPA	MFIPPA	Notes	EXCLUSIONS	FIPPA	MFIPPA
Draft By-Laws / Closed Municipal Meetings	—	s.6	D, N	Private Donations to Archives	s.65(1)	s.52(2)
Cabinet Records	s.12	—	M, N	Proceedings Before a Court	s.65(3)	—
Advice to Gov't / Recommendations	s.13	s.7	D, P	Quasi-Judicial Capacity	s.65(3.1)	—
Law Enforcement	s.14	s.8	D, N	Performance Evals. of Judges	s.65(4)	—
<i>Civil Remedies Act, 2001</i>	s.14.1	s.8.1	D, N	Ontario Judicial Council Records	s.65(5)	—
<i>Prohibiting Profiting from Recounting Crimes Act, 2002</i>	s.14.2	s.8.2	D, N	Investigations of Associate Judge	s.65(5.1)	—
Relations with Other Governments	s.15	s.9	*, P	Prosecution Records	s.65(5.2)	s.52(2.1)
Relations w. Aboriginal Communities	s.15.1	s.9.1	D, P	Ecclesiastical Records	s.65(5.3)	—
Defence	s.16	—	D, N	Hospital Foundation	s.65(5.4)	—
Third Party Information	s.17	s.10	M, P	Admin Records of Health Professionals	s.65(5.5)	—
Economic and Other Interests	s.18	s.11	D, P	Charitable Donations	s.65(5.6)	—
Closed Meetings of Universities, Colleges and Hospitals	s.18.1	—	D, P	Labour Relations / Employment	s.65(6)	s.52(3)
Solicitor-Client Privilege	s.19	s.12	D, N	Church/Religious Appts	s.65(6)4	—
Danger to Safety or Health	s.20	s.13	D, P	Hospital Appointments	s.65(6)5	—
Personal Privacy (Gen. Records Reqs.)	s.21	s.14	M, P	Adoptions Related	s.65(8)	—
Species at Risk	s.21.1	—	D, P	Research / Teaching Matls. (RTM)	s.65(8.1)	—
Information Soon to be Published	s.22	s.15	D, N	Peer Evaluations of RTM	s.65(10)	—
Personal Info. (Used for P.I. Requests)	s.49	s.38	D, N	Medical Assistance in Dying	s.65(11)	s.52(5)
				Services Relating to Abortion	s.65(13)	—
				Adjudicative Records	s.65(16)	—
				Queen's Park restoration records	s.65(17)	—
				Custody of a minister, etc.	s.65(18,19)	—
				Parliamentary Assistants	s.65(20)	—
				<i>Enhancing Digital Security and Trust</i>	s.65(22)	s.52(7)
				Hydro One	s.65.3(2)	s.52.1
				Other Acts, including PHIPA s.8(1)	s.67(1)	s.53

D = Discretionary, M = Mandatory
 P = Public Interest Override Applies
 N = Pub. Int. Override Does Not Apply

* Discretionary under FIPPA
 (but see s.15 for details),
 Mandatory under MFIPPA



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