

Schedule of Fees and Charges: Freedom of Information Act 2014

Section 27 of the Freedom of Information Act 2014 provides for fees and charges as follows:

Type of Request or Application	Standard Fee*	Reduced Fee**
Initial request for a record under Section 12	No charge	No charge
Internal Review by NUIM under Section 21	€30	€10
External Review by Information Commissioner under Section 22	€50	€15
Application for amendment of a record containing incorrect, incomplete or misleading personal information under Section 9	No charge	No charge
Application for reasons for a decision affecting the individual under Section 10	No charge	No charge

*Fee will not apply where a person appeals a decision to charge a fee or deposit, or a fee or deposit of a particular amount under Section 27 of the FOI Act.

**Reduced fee will apply in respect of persons covered by a medical card and third parties who appeal a decision of a public body to release their information on public interest grounds.

Charges for search, retrieval and copying of records:

Charges may be applied for the time spent finding and retrieving records, and for any copying costs incurred in providing you with the material requested:

- If the cost of search, retrieval and copying is €100 or less, no charge is applied.
- If the charge exceeds €100, full fees apply up to €500.
- If the estimated cost of search, retrieval and copying is more than €700 the University can refuse to process your request, unless you refine your request to bring the search, retrieval and copying fees below this limit.

Type of charge	Standard Charge
Search and retrieval of records	€20 per hour
Photocopying	4 cent per sheet
CD-ROM containing copy of documents	€10
Radiograph (X-ray) containing copy documents	€6