

WALTON

CATHOLIC DISTRICT SCHOOL BOARD

Halton Catholic
District School Board
802 Drury Lane
Burlington, ON
L7R 4K7
Telephone: 905.335.2600
Fax: 905.335.2601
www.haltoncatholicdsb.on.ca

Privacy, Information, & Records Management

What is the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)?

The [Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)](#) is the provincial law that requires the protection of personal information, and provides individuals with a right of access to public records. *MFIPPA* has specific exemptions and limitations regarding access to personal information collected, used, retained, disclosed and disposed of by School Boards.

Guiding Principles of MFIPPA



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How do I make a formal (FOI) request under MFIPPA?

You may make a request under *MFIPPA* by completing the request form. Completed forms must include an application fee of \$5.00, which may be paid by cash or cheque, payable to the Halton Catholic District School Board. Please provide as much detail as possible about the information you are requesting. You may send the completed request form and your payment to the Freedom of Information Officer at the Board office:

Privacy, Records and Information Management Services

Halton Catholic District School Board
802 Drury Lane
Burlington, ON
L7R 2Y2

You may also reach the department by telephone at: 905-632-6300 and ask for the Manager, Privacy and RIM.

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