Nova Scotia Freedom of Information and Protection of Privacy Review Office

MEMORANDUM

To: All FOIPOP Administrators **Date:** September 30, 2004

From: Review Office

Subject: **Procedure for Claiming Additional Exemption Claims**

After the public body has been notified by the Review Office that a Request for Review has been received, the Public Body may claim additional exemption sections within 15 days of the review notification.

The Public Body must give written notice to the Applicant and to the Review Office of any additional exemption sections claimed. Any additional exemption sections claimed outside the 15 day period may not be considered during the review process.

Review Office