

# Fees and Costs for Hawaii Revised Statutes (HRS) Chapter 92F, Uniform Information Practices Act (Modified)

2/2012

(Hawaii Administrative Rules (HAR); 1973 Revised Charter of City & County of Honolulu (2000 Ed)(RCH); Revised Ordinances of Honolulu 1990 (ROH); Office of Information Practices (OIP))

type	amount	reference
<b>Fees</b>		
search	\$2.50 per 15 minutes or fraction thereof	HAR §2-71-19 and -31; OIP Guide
review/segregate	\$5 per 15 minutes or fraction thereof	HAR §2-71-19 and -31; OIP Guide
<b>Waiver applied to Fees</b>		
mandated waiver	\$30	HAR §2-71-19 and -31; OIP Guide
public interest waiver	\$60 waiver if City agency grants waiver based on determination that statement of reasons meets criteria	HAR §2-71-12 and -32; OIP Letter dated 11/30/11 to ACLU (CORR 2011-1012-10)
	\$30 waiver if City agency determines waiver request not meet criteria	HAR §2-71-32; OIP Letter dated 11/30/11 to ACLU (CORR 2011-1012-10)
<b>Costs (other lawful fees)</b>		
photocopies	\$0.50 for first page and \$0.25 per page after	HAR §2-71-19; HRS §92-21, RCH §13-105; ROH Chapter 6, Article 11
postage cost	actual cost	HAR §2-71-19; HRS §92-21, RCH §13-105; ROH Chapter 6, Article 11
other handling/transmission	actual cost	HAR §2-71-19; HRS §92-21, RCH §13-105; ROH Chapter 6, Article 11
compact disc cost	actual cost	HAR §2-71-19; HRS §92-21, RCH §13-105; ROH Chapter 6, Article 11
Exemption of ROH Costs	may exempt from payment of ROH costs if City agency makes determination: government agencies (for official purposes) and organizations with reciprocal agreements with City agency; nonprofit organizations (directly concerned with matter in record), newspapers, students (studying City operation for school assignment) (limit to one copy)	ROH Chapter 6, Article 11
<b>Prepayment of fees and costs</b>		
fees	50%	HAR §2-71-19; OIP Guide
costs	100%	HAR §2-71-19; OIP Guide
outstanding-prior requests	100%	HAR §2-71-19; OIP Guide
<b>Large or Complex Chapter 92F Record Requests</b>		
Estimate of fees and costs		HAR §2-71-14 and -19; OIP Guide
Prepayment	amount of estimate for each increment or estimate for entire request	HAR §2-71-15 and -19; OIP Guide
Incremental Disclosure	partially disclose within five business days of sending Notice or receiving prepayment with option to disclose records in increments; requester does not have right to disrupt City agency's normal functioning and require City agency personnel to immediately process a voluminous or complex request.	HAR §2-71-13 and -15; OIP Guide