

**761—4.5(22) Requests for confidential treatment.**

**4.5(1)** A person may request that all or a portion of a record be confidential. The request must be submitted in writing to the custodian and:

- a.* Identify the information for which confidential treatment is sought.
- b.* Cite the legal basis that justifies confidential treatment.
- c.* Demonstrate that disclosure of the information would clearly not be in the public interest.
- d.* Give the reasons why any person or persons would be substantially and irreparably injured by disclosure of the information. The requester may be required to provide any proof necessary to support these reasons.

**4.5(2)** The custodian is to notify the requester in writing of the granting or denial of the request and, if denied, the reasons therefor.

**4.5(3)** If the request is denied, the requester may apply to the director for reconsideration of the request.

This rule is intended to implement Iowa Code sections 22.8 and 22.11.

[ARC 8778C, IAB 1/8/25, effective 2/12/25]