

**November 1, 2016**

Tuesday

10:30 AM - 11:00 AM	Karen to call Sarf
11:00 AM - 11:30 AM	Sarf to call Mike re Valleyview <small>Personal Information</small>
11:30 AM - 12:00 PM	Weekly FOI Call --
1:00 PM - 1:30 PM	May Yu to call Sarf
1:30 PM - 3:30 PM	Brian/Leslie: touch base
3:30 PM - 4:00 PM	MINISTER: courthouse remediation
4:00 PM - 4:45 PM	Capital Park

**November 2, 2016**

Wednesday

9:00 AM - 10:00 AM	Colin and Sarf bi-weeklies --
10:00 AM - 12:00 PM	MTIC ExComm
1:30 PM - 2:00 PM	Sarf and Jeannette touch base
2:15 PM - 2:30 PM	Touchbase
3:00 PM - 3:30 PM	Touchbase
4:00 PM - 4:30 PM	Valleyview PEB

**November 3, 2016**

Thursday

10:00 AM - 12:00 PM	Citizens' Experience Board presentations
1:00 PM - 1:30 PM	BC Housing
1:30 PM - 2:30 PM	DMs' Working Group on Senior Officials' Preparedness
2:45 PM - 4:00 PM	Bi-Weekly Telepresence Executive Project Board Meeting --

**November 4, 2016**

Friday

8:00 AM - 9:00 AM	Private Appointment
9:00 AM - 10:30 AM	MINISTER: roundtable (FYI for ADMs)
10:00 AM - 11:00 AM	Bobbi Plecas, Sarf Ahmed, Sandy Carroll, Kevin Brewster & Philip Steenkamp
11:00 AM - 12:00 PM	Monthly Courthouse Project Executive Board
12:30 PM - 1:00 PM	Touchbase
2:30 PM - 3:00 PM	Andy to call Sarf
2:40 PM - 3:10 PM	MINISTER: RSQ
3:30 PM - 4:30 PM	RAEG bi-weekly --
4:30 PM - 5:00 PM	Procurement
5:15 PM - 5:30 PM	Lori and Sarf -- Lori to call Sarf on cell: <small>Government Financial Informatio</small>

**November 7, 2016**

Monday

8:30 AM - 9:00 AM	Weekly touch base w/JJ, BJH, Sarf, David and Jeannette --
9:00 AM - 9:30 AM	Bette-Jo/Sarf/Ian/David & Dan re: Workstation Support Services Contract PAC Meeting Preparation
10:00 AM - 11:30 AM	DMCC
1:00 PM - 1:30 PM	Accommodation Planning
1:30 PM - 1:45 PM	Jeff Vasey re WIDC lease
2:30 PM - 3:00 PM	Brooke/Sarf: touch base
4:30 PM - 4:45 PM	BC Bid
5:30 PM - 7:00 PM	Personal Information

**November 8, 2016**

Tuesday

8:45 AM - 9:15 AM Lorne: touch base

10:30 AM - 11:00 AM Sarf to call Tracy

11:30 AM - 12:00 PM Weekly FOI Call --

12:00 PM - 12:30 PM Private Appointment

12:45 PM - 1:30 PM Wes Meet with Jim, Sarf, Rob Treloar, Lorne de Lange, Robert MacDonald - Capital Park

2:00 PM - 2:30 PM Prebrief for Nov. 15 FMC meeting

2:30 PM - 3:00 PM RPD SMT w/Sarf

3:30 PM - 4:00 PM Sarf Ahmed to call Philip Steenkamp

4:30 PM - 5:00 PM Private Appointment

**November 9, 2016**

Wednesday

1:00 PM - 1:30 PM Jericho Covenant

Security Concern

1:30 PM - 2:00 PM

6:00 PM - 9:00 PM BC Chamber of Commerce Board of Directors: Looking Forward Report

**November 10, 2016**

Thursday

8:30 AM - 9:00 AM Valleyview prebrief --

9:00 AM - 9:30 AM DM Staffing --

11:00 AM - 11:30 AM UBC discussion

11:35 AM - 11:50 AM Arts Umbrella Call

12:00 PM - 1:00 PM MCCF Signoff

**November 10, 2016 Continued**

Thursday

- 2:00 PM - 2:30 PM DMs' Working Group on Senior Officials' Preparedness
- 3:00 PM - 3:45 PM Okanagan Correctional Centre Project Executive Board
- 4:00 PM - 4:30 PM Touch Base: Sarf & Tracey Colins

**November 14, 2016**

Monday

- 9:00 AM - 9:30 AM Weekly touch base w/JJ, BJH, Sarf, David and Jeannette --
- 9:30 AM - 10:00 AM Touch base on RSQ
- 10:00 AM - 11:00 AM Routine Capital
- 1:00 PM - 1:30 PM Procurement: Sarf/David/Brooke
- 2:00 PM - 2:30 PM Sarf and Jeannette touch base
- 3:45 PM - 4:00 PM Call Nisha

**November 15, 2016**

Tuesday

- 8:00 AM - 10:00 AM DM Working Group Senior Official Preparedness
- 11:00 AM - 12:00 PM PSB Support to SPO: Sarf/David/Pelle/Mark/Tracy
- 1:00 PM - 1:30 PM Weekly FOI Call --
- 4:00 PM - 6:30 PM PECSF Event -- Security Concern

**November 16, 2016**

Wednesday

- 9:00 AM - 10:00 AM Touch base
- 10:30 AM - 10:45 AM MTIC Excom prebrief
- 1:00 PM - 3:00 PM MINISTER: Roundtable (FYI for ADMs)

**November 16, 2016 Continued**

Wednesday

3:30 PM - 4:00 PM Sarf and Jeannette touch base

**November 17, 2016**

Thursday

9:00 AM - 9:30 AM Sarf to call Bob Martin, New Brunswick

9:30 AM - 10:30 AM Colin and Sarf bi-weeklies --

11:00 AM - 11:30 AM MEETING: Kim & Sarf - touch base on various items

11:45 AM - 12:00 PM TB prep

1:00 PM - 1:30 PM Biometric costs

1:30 PM - 3:00 PM Valleyview Executive Project Board monthly meeting --

3:30 PM - 5:00 PM Bi-Weekly Telepresence Executive Project Board Meeting --

**November 18, 2016**

Friday

8:30 AM - 10:30 AM DMC (resched from Oct. 28)

11:00 AM - 11:30 AM Randy

11:30 AM - 12:00 PM Sarf and Jeannette touch base

1:00 PM - 1:30 PM Prep for Sarf's Nov. 21 procurement video

2:00 PM - 3:00 PM RAEG bi-weekly --

**November 21, 2016**

Monday

9:00 AM - 9:30 AM Weekly touch base w/JJ, BJH, Sarf, David and Jeannette --

11:30 AM - 12:30 PM Procurement video shoot

2:00 PM - 2:30 PM Embr

## November 21, 2016 Continued

Monday

2:30 PM - 2:45 PM Touchbase

4:30 PM - 5:00 PM Office space

## November 22, 2016

Tuesday

9:00 AM - 10:00 AM Sarf and Lorne bi-weeklies --

10:00 AM - 11:00 AM Sarf/David bi-weeklies --

11:30 AM - 12:00 PM Weekly FOI Call --

12:30 PM - 12:45 PM Bette-Jo/Sarf

2:00 PM - 2:30 PM BC Bid

3:30 PM - 4:00 PM Randy

4:30 PM - 4:45 PM Phone Call / Becky / Sarf

## November 23, 2016

Wednesday

9:00 AM - 9:30 AM Opening remarks: Procurement Community of Practice annual event (15 mins)

10:30 AM - 11:00 AM Sarf and Jeannette touch base

11:30 AM - 12:30 PM MINISTER: prebrief

1:30 PM - 2:30 PM Ministers Yamamoto and Virk Meeting - Via Teleconference no longer telepresence

2:45 PM - 3:00 PM Update

## November 24, 2016

Thursday

9:00 AM - 1:00 PM TB

9:30 AM - 10:00 AM Pre-Brief

## November 24, 2016 Continued

Thursday

1:00 PM - 1:30 PM	Tony Kirschner
3:30 PM - 4:30 PM	DMCSE pre-brief
4:00 PM - 6:00 PM	EY Victoria Office, launch event

## November 25, 2016

Friday

9:30 AM - 11:30 AM	Private Appointment
4:30 PM - 5:00 PM	CALL: Sarf & Dave re: Duck Is

## November 28, 2016

Monday

8:30 AM - 9:00 AM	discussion
9:00 AM - 9:30 AM	Weekly touch base w/JJ, BJH, Sarf, David and Jeannette --
9:30 AM - 10:00 AM	Asset recovery: Sarf/David
10:00 AM - 11:00 AM	RPD Amortization
11:30 AM - 12:00 PM	RSQ
1:00 PM - 1:30 PM	Prebrief for Dec. 01 JEGC
1:30 PM - 2:30 PM	Strategic Real Estate Services
3:00 PM - 3:45 PM	DMCSE

## November 29, 2016

Tuesday

9:30 AM - 10:30 AM	MTIC All Staff w/Kim Henderson
12:00 PM - 2:00 PM	Executive Luncheon
3:00 PM - 3:45 PM	Okanagan Correctional Centre Project Executive Board

**November 29, 2016 Continued**

Tuesday

4:00 PM - 4:30 PM

Weekly FOI Call --

**November 30, 2016**

Wednesday

9:00 AM - 10:00 AM

Colin and Sarf bi-weeklies --

10:00 AM - 12:15 PM

MTIC ExComm

1:00 PM - 1:30 PM

KNC touch base

2:00 PM - 2:30 PM

Sarf and Jeannette touch base

2:30 PM - 5:00 PM

Private Appointment