

Olson, Alisha PREM:EX

From: MacLeod, Stephanie LCTZ:EX
Sent: Friday, March 2, 2012 4:18 PM
To: Halford, Trevor M PREM:EX; Leamy, Michelle T PREM:EX; Riley, Danielle PREM:EX
Cc: Olson, Alisha PREM:EX
Subject: OOP-2012-00123 Call For Records (FOI)
Attachments: OOP-2012-123 Call For Records.docx; Fee Estimate Calculation Table.docx

Re: Correspondence and meetings with Jaspal Atwal

Hello,

The Office of the Premier has received a formal request under the *Freedom of Information and Protection of Privacy Act* (FOIPPA) for a copy of the following:

"All correspondence to, from and regarding Jaspal Atwal, records of meetings with Jaspal Atwal and reports about Jaspal Atwal, from March 14, 2011 to March 1, 2012"

Please complete the attached **Call for Records** and **Fee Calculation** forms and return to me, **Stephanie MacLeod (at 250-387-1932) by March 20, 2012.**

If the public body's total search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, we may be in a position to issue a fee estimate.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits to prove that they have conducted an adequate search for relevant records.

Please do not hesitate to contact me to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- whether staff would be available to discuss the request with the applicant, if the applicant is agreeable;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you,

Stephanie MacLeod

Information & Privacy Analyst
Central Agency Operations, Information Access Operations
Ministry of Labour, Citizens' Services & Open Government
Tel: (250) 387-1932 Fax: (250) 387-9843

Providing Services to:

The Office of the Premier
The BC Public Service Agency
Government Communications & Public Engagement
Ministry of Labour, Citizens' Services & Open Government

Olson, Alisha PREM:EX

From: Wharf, Sandy PREM:EX
Sent: Monday, March 5, 2012 9:05 AM
To: Olson, Alisha PREM:EX
Subject: RE: Call for Records OOP-2012-00123

Alisha, I have no responsive records.

From: Olson, Alisha PREM:EX
Sent: Friday, March 2, 2012 4:34 PM
To: Wharf, Sandy PREM:EX; Pink, Linda PREM:EX
Cc: Leamy, Michelle T PREM:EX
Subject: Call for Records OOP-2012-00123

Please let me know by Tuesday, March 20th whether or not you have any relevant records for the following request:

"All correspondence to, from and regarding Jaspal Atwal, records of meetings with Jaspal Atwal and reports about Jaspal Atwal, from March 14, 2011 to March 1, 2012"

If you think that the search for records will take you over 3 hour and/or the total volume of records will exceeds 200 pages, please let me know as soon as possible.

Linda, please check your DM files.

Thank you all for your assistance with this request!

Alisha

Alisha Olson

Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Phone: 250 356-2605 Fax: 250 356-7258
E-mail: Alisha.Olson@gov.bc.ca

Olson, Alisha PREM:EX

From: Leamy, Michelle T PREM:EX
Sent: Friday, March 2, 2012 4:55 PM
To: Olson, Alisha PREM:EX
Subject: RE: Call for Records OOP-2012-00123
Attachments: Call for Records OOP-2012-00123

nil response

Olson, Alisha PREM:EX

From: Pink, Linda PREM:EX
Sent: Tuesday, March 6, 2012 3:29 PM
To: Olson, Alisha PREM:EX
Subject: RE: Call for Records OOP-2012-00123

No responsive records.

Linda

From: Olson, Alisha PREM:EX
Sent: Friday, March 2, 2012 4:34 PM
To: Wharf, Sandy PREM:EX; Pink, Linda PREM:EX
Cc: Leamy, Michelle T PREM:EX
Subject: Call for Records OOP-2012-00123

Please let me know by Tuesday, March 20th whether or not you have any relevant records for the following request:

"All correspondence to, from and regarding Jaspal Atwal, records of meetings with Jaspal Atwal and reports about Jaspal Atwal, from March 14, 2011 to March 1, 2012"

If you think that the search for records will take you over 3 hour and/or the total volume of records will exceeds 200 pages, please let me know as soon as possible.

Linda, please check your DM files.

Thank you all for your assistance with this request!

Alisha

Alisha Olson

Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Phone: 250 356-2605 Fax: 250 356-7258
E-mail: Alisha.Olson@gov.bc.ca

Olson, Alisha PREM:EX

From: Halford, Trevor M PREM:EX
Sent: Tuesday, April 3, 2012 12:47 PM
To: Leamy, Michelle T PREM:EX; Olson, Alisha PREM:EX
Subject: FOI 12123

No records

Information Access Operations

Call for Records - General

FOI Request Number:	OOP-2012-00123	Applicant Type:	Media
IAO Analyst:	S. MacLeod	Received Date:	March 1, 2012
Records Due at IAO:	March 20, 2012	Legislated Due Date:	April 16, 2012

Section 7 of the *Freedom of Information and Protection of Privacy Act* places a duty on public bodies to respond to formal requests without delay and imposes a time limit of 30 working days from the date the FOI request is received, with certain specific exceptions. In an effort to ensure consistent government practice and in order to comply with current policy, ministries are required to locate and retrieve responsive records and identify potential harms that could result from their disclosure. This form will help guide this process and allow IAO staff to better understand the context of the records and make informed severing recommendations based on potential harms. Once this form has been completed, please forward to the above-noted IAO analyst. If you need assistance to complete this form, please contact your Analyst.

For Ministry Use - please ensure that any issues associated with the possible disclosure of records responsive to this request have been communicated to your Ministry Executive and/or Public Affairs Bureau Communications Office.

Search for Records	
Please describe your search for records including what records were searched (i.e. Files, email, databases, TRIM files, off-site records, etc), duration of search time, and who conducted the search for records.	<ul style="list-style-type: none"> - Electronic files (e-mail, shared drive, individual drives, CLIFF correspondence tracking system) - On-site paper files - Search time < 3 hours <p>Search conducted by Office of the Premier Executive Branch, Deputy Minister's Office</p>
Program Area Recommendations	
Document potential harms* that could result from disclosure of records gathered and/or any other concerns with disclosure and provide disclosure recommendations.	
<p>*NOTE:</p> <p>Harms – E.g. disclosure of information in the records could significantly harm law enforcement matters, relations with other governments, the Ministry's financial or negotiating position, or a third party's interests on a given topic. Please specify the types of information of concern and the potential harms associated with each type</p>	
Publication of Records on the Open Information website	
Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.	
If you have recommendations for additional explanations or context to be included in the	

Providing Responsive Records to IAO:

- Wherever possible, the ministry is required to send records electronically to the IAO analyst in either original electronic format or by scanning hard copy records and sending electronically. If volume is prohibitive for electronic submission, package or disc with scanned documents should be mailed to:

**Information Access Operations
Ministry of Citizens Services
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1**

- Please ensure the responsive records have been reviewed and approved by the applicable program area.

Olson, Alisha PREM:EX

From: MacLeod, Stephanie LCTZ:EX
Sent: Thursday, April 12, 2012 6:29 PM
To: Leamy, Michelle T PREM:EX
Cc: Olson, Alisha PREM:EX
Subject: FOI Request OOP-2012-00123 - Response from Applicant

Re: OOP-2012-00123

Hi Michelle,

For your information, I'm forwarding a response from the applicant upon receipt of the 'No Responsive Records' notice:

"This is a notice of rejection of the "no records" claim in the letter referenced below.

Mr. Atwal's attendance at the Budget speech was a major controversy and I know for a fact that records regarding Mr. Atwal were generated and held by OOP. Is OOP simply embarrassed to show me what it has?

If OOP now claims there are no records, is it in contravention of the Document Disposal Act?

Please redouble your efforts to find and disclose the records to me. "

Regards,

Stephanie MacLeod
Information & Privacy Analyst
Central Agency Operations, Information Access Operations
Ministry of Labour, Citizens' Services & Open Government
Tel: (250) 387-1932 Fax: (250) 387-9843

Providing Services to:
The Office of the Premier
The BC Public Service Agency
Government Communications & Public Engagement
Ministry of Labour, Citizens' Services & Open Government

Olson, Alisha PREM:EX

From: MacLeod, Stephanie LCTZ:EX
Sent: Friday, March 2, 2012 4:39 PM
To: Halford, Trevor M PREM:EX; Leamy, Michelle T PREM:EX; Robertson, Glenda J IGRS:EX
Cc: Olson, Alisha PREM:EX
Subject: OOP-2012-00124 Call For Records (FOI)
Attachments: OOP-2012-124 Call For Records.docx; Fee Estimate Calculation Table.docx

RE: 2012 BC Budget Invitees/Attendees

Hello,

The Office of the Premier has received a formal request under the *Freedom of Information and Protection of Privacy Act* (FOIPPA) for a copy of the following:

"The list of invitees and attendees, including a sign-in sheet (if one was used), and a copy of the invitation to observe the February 21, 2012 BC Budget in Victoria and attend any related hospitality, social or professional events"

Please complete the attached **Call for Records** and **Fee Calculation forms** and return to me, **Stephanie MacLeod (at 250-387-1932) by March 20, 2012.**

If the public body's total search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, we may be in a position to issue a fee estimate.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits to prove that they have conducted an adequate search for relevant records.

Please do not hesitate to contact me to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- whether staff would be available to discuss the request with the applicant, if the applicant is agreeable;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you,

Stephanie MacLeod
Information & Privacy Analyst
Central Agency Operations, Information Access Operations
Ministry of Labour, Citizens' Services & Open Government
Tel: (250) 387-1932 Fax: (250) 387-9843

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Ministry of Labour, Citizens' Services & Open Government

Olson, Alisha PREM:EX

From: Wharf, Sandy PREM:EX
Sent: Monday, March 5, 2012 9:05 AM
To: Olson, Alisha PREM:EX
Subject: RE: Call for Records OOP-2012-00124

Alisha, i have no responsive records.

From: Olson, Alisha PREM:EX
Sent: Monday, March 5, 2012 8:48 AM
To: Wharf, Sandy PREM:EX; Pink, Linda PREM:EX
Cc: Leamy, Michelle T PREM:EX
Subject: Call for Records OOP-2012-00124

Please let me know by Tuesday, March 20th whether or not you have any relevant records for the following request:

"The list of invitees and attendees, including a sign-in sheet (if one was used), and a copy of the invitation to observe the February 21, 2012 BC Budget in Victoria and attend any related hospitality, social or professional events"

If you think that the search for records will take you over 3 hour and/or the total volume of records will exceeds 200 pages, please let me know as soon as possible.

Linda, please check your DM files.

Thank you all for your assistance with this request!

Alisha

Alisha Olson

Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Phone: 250 356-2605 Fax: 250 356-7258
E-mail: Alisha.Olson@gov.bc.ca

Olson, Alisha PREM:EX

From: Leamy, Michelle T PREM:EX
Sent: Tuesday, March 6, 2012 1:30 PM
To: Olson, Alisha PREM:EX
Subject: RE: Call for Records OOP-2012-00124
Attachments: Call for Records OOP-2012-00124

nil response

Olson, Alisha PREM:EX

From: Pink, Linda PREM:EX
Sent: Tuesday, March 6, 2012 3:30 PM
To: Olson, Alisha PREM:EX
Subject: RE: Call for Records OOP-2012-00124

No responsive records.

Linda

From: Olson, Alisha PREM:EX
Sent: Monday, March 5, 2012 8:48 AM
To: Wharf, Sandy PREM:EX; Pink, Linda PREM:EX
Cc: Leamy, Michelle T PREM:EX
Subject: Call for Records OOP-2012-00124

Please let me know by Tuesday, March 20th whether or not you have any relevant records for the following request:

"The list of invitees and attendees, including a sign-in sheet (if one was used), and a copy of the invitation to observe the February 21, 2012 BC Budget in Victoria and attend any related hospitality, social or professional events"

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Alisha

Alisha Olson

Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Phone: 250 356-2605 Fax: 250 356-7258
E-mail: Alisha.Olson@gov.bc.ca

Olson, Alisha PREM:EX

From: Halford, Trevor M PREM:EX
Sent: Tuesday, April 3, 2012 12:46 PM
To: Leamy, Michelle T PREM:EX; Olson, Alisha PREM:EX
Subject: FOI 12124

No records

Information Access Operations

Call for Records - General

FOI Request Number:	OOP-2012-00124	Applicant Type:	Media
IAO Analyst:	S. MacLeod	Received Date:	March 1, 2012
Records Due at IAO:	March 20, 2012	Legislated Due Date:	April 16, 2012

Section 7 of the *Freedom of Information and Protection of Privacy Act* places a duty on public bodies to respond to formal requests without delay and imposes a time limit of 30 working days from the date the FOI request is received, with certain specific exceptions. In an effort to ensure consistent government practice and in order to comply with current policy, ministries are required to locate and retrieve responsive records and identify potential harms that could result from their disclosure. This form will help guide this process and allow IAO staff to better understand the context of the records and make informed severing recommendations based on potential harms. Once this form has been completed, please forward to the above-noted IAO analyst. If you need assistance to complete this form, please contact your Analyst.

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Program Area Recommendations	
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**Information Access Operations
Ministry of Citizens Services
PO Box 9569 Stn Prov Govt
Victoria BC, V8W 9K1**

- Please ensure the responsive records have been reviewed and approved by the applicable program area.

Olson, Alisha PREM:EX

From: MacLeod, Stephanie LCTZ:EX
Sent: Thursday, April 12, 2012 6:36 PM
To: Leamy, Michelle T PREM:EX
Cc: Olson, Alisha PREM:EX
Subject: FOI Request OOP-2012-00124 - Applicant's Response

Re: OOP-2012-00124

Hi Michelle,

As per OOP-2012-00124, I am forwarding the applicant's concerns for your information:

"This is simply unbelievable! Please accept this as notice of my rejection of the absurd "no records" letter. I kindly request that you redouble your efforts to find the list.

I must remind OOP of the existence of the Document Disposal Act. Staff of the Premier of B.C. wouldn't dispose of documents, would they?

I sincerely hope not."

Regards,

Stephanie MacLeod
Information & Privacy Analyst
Central Agency Operations, Information Access Operations
Ministry of Labour, Citizens' Services & Open Government
Tel: (250) 387-1932 Fax: (250) 387-9843

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