



ARCS: 292-30
File: CFD-2013-01646

December 4, 2013

Sent via email:

Dear :

Re: Request for Access to Records
Freedom of Information and Protection of Privacy Act (FOIPPA)

I am writing further to your request received by the Ministry of Children and Family Development. Your request is for:

A copy of all policy and procedure related to the assignment and collection of debts; Documents or records regarding the appeal process regarding assigned debt, including document fully explaining the appeal process. Date range is April 1, 2006 to October 28, 2013.

The Ministry wishes to advise you that the records you have requested are publicly available on the Ministry's website:

http://www.mcf.gov.bc.ca/spec_needs/policies_program_descriptions.htm). The enclosed table has been created to assist you with your research.

A complete copy of FOIPPA is available online at:

http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00

Your file with the Ministry of Children and Family Development is now closed.

If you have any questions regarding your request, please contact Donna Wilkinson, the analyst assigned to your request, at 250 387-0831. This number can be reached toll-free by calling from Vancouver, 604-660-2421, or from elsewhere in BC, 1-800-663-7867 and asking to be transferred to 250 387-0831.

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You have the right to ask the Information and Privacy Commissioner to review this decision. I have enclosed information on the review and complaint process.

Sincerely,

A handwritten signature in black ink, appearing to read "Hudson", with a stylized, flowing script.

Vicki Hudson, Manager
Justice / Social Team
Information Access Operations

Enclosure

<p>How to Request a Review with the Office of the Information and Privacy Commissioner</p>
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If you have any questions regarding your request please contact the analyst assigned to your file. The analyst's name and telephone number are listed in the attached letter.

Pursuant to section 52 of the *Freedom of Information and Protection of Privacy Act* (FOIPPA), you may ask the Office of the Information and Privacy Commissioner to review any decision, act, or failure to act with regard to your request under FOIPPA.

Please note that you have 30 business days to file your review with the Office of the Information and Privacy Commissioner. In order to request a review please write to:

Information and Privacy Commissioner
PO Box 9038 Stn Prov Govt
4th Floor, 947 Fort Street
Victoria BC V8W 9A4
Telephone 250-387-5629 Fax 250-387-1696

If you request a review, please provide the Commissioner's Office with:

1. A copy of your original request;
2. A copy of our response; and
3. The reasons or grounds upon which you are requesting the review.