



ARCS: 292-30
File: CTZ-2019-98470

February 4, 2020

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 Citizens' Services. Your request is for:

A copy of all records, including but not limited to memos, briefing notes, issue notes, decision notes or other documents, and emails (sent or received, including attachments, excluding media monitoring and TNO records) regarding any policies or direction given in responding to requests for 'sent and received' emails. Restrict search to former Minister Jinny Sims, Minister's Office staff (specifically Ravi Parmar, Mindy Bansal, Shannon Russell, and Kassandra Dycke), Deputy Minister Jill Kot and Deputy Ministry Office staff, Associate Deputy Minister CJ Ritchie, Assistant Deputy Minister Kerry Pridmore, Sandra Wylie, Jackie Biggs, Chad Hoskins, and Kris Ghag. (Date Range for Record Search: From 8/1/2019 To 9/20/2019)

Please find enclosed a copy of the records located in response to your request. Some information has been withheld pursuant to section(s) 14 (Legal advice) of FOIPPA. A complete copy of FOIPPA is available online at:

http://www.bclaws.ca/civix/document/id/complete/statreg/96165_00

Your file is now closed.

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These records will be published on the BC Government's Open Information website a minimum of ten business days after release. To find out more about Open Information, please access the Open Information website at: www.gov.bc.ca/openinformation

If you have any questions regarding your request, please contact Toyoko Doyle, the analyst assigned to your request, at 778 698-2376. 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 778 698-2376.

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 cursive script, appearing to read "T. Doyle".

Toyoko Doyle, Senior FOI Analyst
On behalf of Cindy Elbahir, Manager
Central Agency 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.