



ARCS: 292-30  
File: FNR-2016-65257

February 27, 2017

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 Forests, Lands and Natural Resource Operations. You narrowed your request on January 26, 2017 through conversation and/or email with Dean Chan. Your request is for:

*Any records regarding strategic guidance or higher-level planning documents in relation to succession planning within the Ministry and/or by specific branches of the ministry, including documents such as workforce planning processes, human resource management plan, succession planning knowledge program, as well as any other policy, program, guideline, directive, code of conduct or any other document that contain the following information: knowledge transfer/retention planning processes, strategies and/or tools; and, any information that might relate to dealing with retirement and departures and how to train new recruits to fill these positions and make sure that knowledge/data from retiring peoples is captured. (Date Range for Record Search: From 01/01/2016 To 12/23/2016)*

Please find enclosed a copy of the records located in response to your request. Some information has been withheld pursuant to section(s) 13 (Policy advice or recommendations), 18 (Disclosure harmful to the conservation of heritage sites, etc.), and 22 (Disclosure harmful to personal privacy) of FOIPPA. A complete copy of FOIPPA is available online at:

[http://www.bclaws.ca/civix/document/id/complete/statreg/96165\\_00](http://www.bclaws.ca/civix/document/id/complete/statreg/96165_00)

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Your file is now closed.

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

If you have any questions regarding your request, please contact Dean Chan, the analyst assigned to your request, at 250 952-7969. 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 250 952-7969.

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 be 'Dean Chan', followed by a horizontal line.

Dean Chan, Freedom of Information Analyst  
On behalf of Ken Bejcek, Manager  
Resource Team, Information Access Operations

Enclosures

<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.