



File: 292-40/HTH-2017-72486

December 21, 2017

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 Health. Your request is for:

All briefing books prepared by the public service for the transition in government from the BC Liberal Party to the New Democratic Party. (Date Range for Record Search: From 01/01/2017 To 07/23/2017).

The enclosed CD is password protected due to the sensitive nature of the information contained on it. A password was mailed to you separately, including instructions about how to open your password protected file.

Please find enclosed a copy of the records located in response to your request. Some information has been withheld pursuant to section(s) 12 (Cabinet and local public body confidences), 13 (Policy advice or recommendations), 14 (Legal advice), 15 (Disclosure harmful to law enforcement), 16 (Disclosure harmful to intergovernmental relations or negotiations), 17 (Disclosure harmful to the financial or economic interests of a public body), and 22 (Disclosure harmful to personal privacy) of FOIPPA.

A complete copy of the FOIPPA is available online at the following website:

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

Your file is now closed.

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If you have any questions, please contact Melissa Boyd at 778 698-2867. 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 778 698-2867. Please provide the file number at the top right of the first page of this letter in any communications.

You have the right to ask the Information and Privacy Commissioner to review the Ministry's response to your request. I have enclosed information on the review and complaint process.

Sincerely,

A handwritten signature in dark ink that reads "Maxine Vanzetta". The signature is written in a cursive, flowing style.

Maxine Vanzetta, Manager
Health / Education Team, Information Access Operations

Enclosures

<p>How to Request a Review with the Office of the Information and Privacy Commissioner</p>

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.

December 21, 2017

Kristy Fredericks
Phoenix Strategies Inc.
7-19102 27 Avenue
Surrey BC V3Z 5T1

Dear Kristy Fredericks:

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 Health. You requested:

All briefing books prepared by the public service for the transition in government from the BC Liberal Party to the New Democratic Party. (Date Range for Record Search: From 01/01/2017 To 07/23/2017).

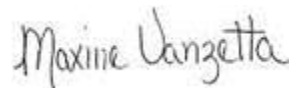
Your records have been saved to a password protected CD that was sent to you on December 21, 2017. In order to open and view your records you will need to enter the password:

tESwa8r*

Please retain this password in order to access your records on the CD.

If you have any questions regarding your request, please contact Melissa Boyd at 778 698-2867. 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 778 698-2867.

Sincerely,




Maxine Vanzetta, Manager
Health / Education Team, Information Access Operations

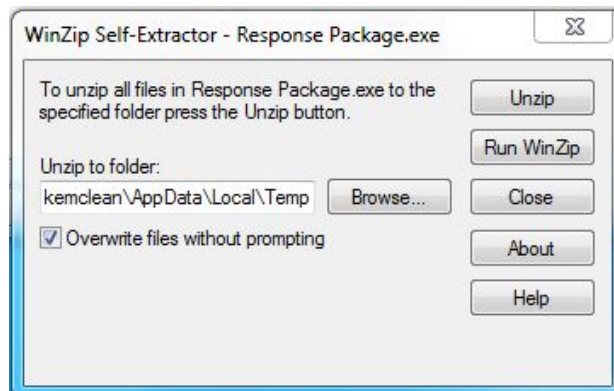
Enclosure

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How to Get Your Password Protected Records

ATTENTION: The following process results in a copy of your FOI response package being copied from the CD to the computer being used to access your response package. To ensure the protection of your privacy IAO does not recommend using a public computer to view your response package.

1. Insert the CD provided into the CD drive of your computer.
2. Select "Open folder to view files". Otherwise, navigate to your CD drive.
3. Double click on the zipped file on the CD: 
4. Click "Browse," select a location to save your file, select "Unzip".



5. You will be prompted for a password.
6. Enter the password previously provided
7. Once you have entered the password you will not have to re-enter a password for the file that has been moved from the CD to the location where you saved the file on your computer. The file on the CD will still be password protected.

**DO NOT LOSE THE PASSWORD LETTER PROVIDED AS PASSWORD RESETS
MAY NOT BE AVAILABLE**

A PDF viewer e.g., Adobe Reader is required to view your file. Adobe Reader can be downloaded for free from the following website: <https://get.adobe.com/reader/>.