

Report Date: 08/30/2018

Time: 9:53:18 AM

Running Record**Request Information:**

Request #	: FIN-2016-61540
Action Office	: FIN
Request Type	: General
Request Owner	: Elbahir, Cindy
On Behalf Of	: -
Applicant Type	: Individual
Reference	: -
Received Mode	: Fax
Received Date	: 04/08/2016
Original Start Date	: 04/08/2016
Start Date	: 04/08/2016
Original Perfected Date	: 04/08/2016
Last Perfected Date	: 04/08/2016
Disposition Accepted Date	: 05/20/2016
Delivery Date	: -
Closed Date	: 05/20/2016
Original Due Date	: 05/20/2016
Due Date	: 05/20/2016
Estimated Delivery Date	: 05/20/2016
Total Days on Hold	: 0
Days Remaining	: N/A
Processed Days	: 30
Days Allowed	: 30
Delivery Mode	: E-mail
Priority	: Normal
Request Status	: Closed
Final Disposition	: Transferred
Method of Access	: -
Translation Requested	: No
Release Format	: -
Request Complexities	: -
Reason for Delay	: -
Continuing Request	: No
Retention Expired Date	: 05/20/2021

Custom Fields:**Open Information**

Publication Status	: Do Not Publish
Do Not Publish Reason	: Outside Scope of Publication Policy

Description of the Request :

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown

of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

Applicant Information:

Applicant Name : s.22
Job Title :
Created Date :
Applicant Login :
Default Category : Individual
Organization : s.22
Work Phone 1 :
Work Phone 2 :
Mobile :
Fax :
E-Mail :

Address:

Address 1 :
Address 2 :
City :
Province :
Country :
Postal Code :

Billing Address:

Address 1 :
Address 2 :
City :
Province :
Country :
Postal Code :

Shipping Address:

Address 1 :
Address 2 :
City :
Province :
Country :
Postal Code :

Other Address:

Name :
Organization :
Address 1 :
Address 2 :
City :
Province :
Country :
Postal Code :
Phone :
Fax :
E-Mail :

Action History :

Action	Comment	Action Taken By	Action Date/Time
Assigned		Bertucci, Jason	05/15/2018 10:23:09 AM
Assigned		Onciul-Omelus, Jamie	04/17/2018 09:35:26 AM
Assigned		Bertucci, Jason	04/06/2018 10:48:02 AM
Retention Policy	Retention expiry date is set to '05/20/2021' based on the retention policy '292-30 General FOI Requests'. (Reason: 'FIN-2016-61540' closed)	Myers, Adam	05/20/2016 05:28:31 PM
Closed	# of pages released: Generated Count [0], Adjusted Count[0] # of pages reviewed: Generated Count[0], Adjusted Count[0]	Myers, Adam	05/20/2016 05:28:30 PM
Final Disposition	Reportable Disposition has been set to 'Transferred' for the request 'FIN-2016-61540'	Myers, Adam	05/20/2016 05:28:10 PM
Final Actions		Myers, Adam	05/20/2016 05:28:10 PM
Request For Documents	Action taken on the action id '33413' from Office (s) of Primary Interest 'FIN - CFR' for the request 'FIN-2016-61540' with 'No Responsive Records' status with completed date '05/20/2016'	Myers, Adam	05/20/2016 05:27:33 PM
Correspondence	Sent correspondence letter of type Request with subject 'FOI Request FIN-2016-61540' and file(s) FOI Request FIN-2016-61540.pdf added as attachment(s) for the request 'FIN-2016-61540' to the following email address(es) s.22	Myers, Adam	05/20/2016 05:21:34 PM
Correspondence	Correspondence template of type Request for final response with subject 'A - Transfer Letter' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 05:17:39 PM
Correspondence	Correspondence template of type Request for final response with subject 'A - Transfer Letter' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 04:48:17 PM
Correspondence	Correspondence template of type Request for final response with subject 'A - Transfer Letter' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 04:43:50 PM
Correspondence	Correspondence template of type Request for final response with subject 'A - Transfer Letter' for the request 'FIN-2016-61540' saved to disk	Myers, Adam	05/20/2016 04:23:25 PM
Correspondence	Correspondence template of type Request for final response with subject 'A - Transfer Letter' for the request 'FIN-2016-61540' saved to disk	Myers, Adam	05/20/2016 04:21:07 PM
Correspondence	Correspondence template of type Request for final response with subject 'G - Response - NRR Coordinated' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 03:43:14 PM
Correspondence	Correspondence template of type Request for final response with subject 'G - Response - NRR Coordinated' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 03:37:34 PM
Correspondence	Correspondence template of type Request for final response with subject 'G - Response - NRR Coordinated' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 03:35:57 PM

Correspondence	Correspondence template of type Request for final response with subject 'G - Response - NRR Coordinated' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 03:32:32 PM
Correspondence	Sent correspondence letter of type Request with subject 'Sign Off FIN-2016-61540' and file(s) Sign Off FIN-2016-61540.pdf;G - Response - NRR Coordinated.docx added as attachment (s) for the request 'FIN-2016-61540' to the following email address(es) FOI.Coordinator@gov.bc.ca;Heather.L.Clark@gov.bc.ca	Myers, Adam	05/20/2016 02:57:24 PM
Correspondence	Correspondence template of type Request for final response with subject 'G - Response - NRR Coordinated' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 02:53:09 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 02:52:14 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'FIN-2016-61540' saved to disk	Myers, Adam	05/20/2016 02:41:05 PM
Correspondence	Sent correspondence letter of type Request with subject 'Sign Off FIN-2016-61540' and file(s) Sign Off FIN-2016-61540.pdf;G - Response - NRR Coordinated.docx added as attachment (s) for the request 'FIN-2016-61540' to the following email address(es) FOI.Coordinator@gov.bc.ca;Heather.L.Clark@gov.bc.ca	Myers, Adam	05/20/2016 02:19:44 PM
Correspondence	Correspondence template of type Request for final response with subject 'G - Response - NRR Coordinated' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 02:07:46 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'FIN-2016-61540' saved to disk	Elbahir, Cindy	05/20/2016 02:02:55 PM
Review		McCartney, Angela	05/19/2016 04:26:14 PM
Peer Review Complete		McCartney, Angela	05/19/2016 04:26:14 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'FIN-2016-61540' saved to disk	McCartney, Angela	05/19/2016 04:25:46 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'FIN-2016-61540' saved to disk	McCartney, Angela	05/19/2016 04:24:26 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'FIN-2016-61540' saved to disk	Myers, Adam	05/19/2016 02:38:56 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Confirmation - JTST has Responsive Records ' for the request 'FIN-2016-61540'	Myers, Adam	05/19/2016 02:01:01 PM
Correspondence	Correspondence template of type Request for final response with subject 'G - Response - NRR Coordinated' for the request 'FIN-2016-	Myers, Adam	05/19/2016 01:57:56 PM

	61540' saved to disk		
Review		Myers, Adam	05/19/2016 01:53:20 PM
Response - Preparing		Myers, Adam	05/19/2016 01:53:20 PM
Review		Myers, Adam	04/25/2016 08:59:45 AM
Call - CFR Sent		Myers, Adam	04/25/2016 08:59:45 AM
Request For Documents	Request for Documents Sent to Office (s) of Primary Interest 'FIN - CFR' for the request 'FIN-2016-61540' via e-mail with subject 'Call for Records FIN-2016-61540 Records Due May 2, 2016' and file(s) 'Integrated Call for Records Form.pdf' as attachment(s).	Myers, Adam	04/25/2016 08:59:27 AM
Correspondence	Sent correspondence letter of type Request with subject 'FOI Request FIN-2016-61540' and file(s) FOI Request FIN-2016-61540.pdf added as attachment(s) for the request 'FIN-2016-61540' to the following email address(es) s.22	McComb, Murray	04/11/2016 12:28:17 PM
Assigned		Sanderson, Kristen	04/11/2016 09:19:19 AM
Correspondence	Correspondence template of type Request with subject 'Intake - Acknowledgement Letter' for the request 'FIN-2016-61540' saved to disk	Margetish, Brenda	04/08/2016 10:45:26 AM
Review		Margetish, Brenda	04/08/2016 10:43:43 AM
Intake - File Assigned to Team		Margetish, Brenda	04/08/2016 10:43:43 AM
Assigned		Margetish, Brenda	04/08/2016 10:43:31 AM
Perfected		Margetish, Brenda	04/08/2016 10:43:18 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Request Description' for the request 'FIN-2016-61540'	Margetish, Brenda	04/08/2016 10:42:25 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Request Description' for the request 'FIN-2016-61540'	Margetish, Brenda	04/08/2016 10:42:24 AM
Assigned		Margetish, Brenda	04/08/2016 10:42:24 AM
Received	Request 'FIN-2016-61540' is received via 'Fax'	Margetish, Brenda	04/08/2016 10:42:24 AM

Assign :

Assigned By	Assigned Date	Assigned To (User/Group)	Action Office	Comments	Request Status
Sanderson, Kristen	05/15/2018 10:23:09 AM	Elbahir, Cindy (Primary)	IAO	-	Received
		Rolfe, Samuel	IAO		
Bertucci, Jason	04/06/2018 10:48:02 AM	Rolfe, Samuel	IAO	-	Received
Sanderson, Kristen	04/11/2016 09:19:19 AM	McCartney, Angela	IAO	-	Perfected
		Myers, Adam	IAO		
Margetish, Brenda	04/08/2016 10:43:31 AM	Queue, Central Agency Operations	IAO	-	Perfected
Margetish, Brenda	04/08/2016 10:42:24 AM	Margetish, Brenda	IAO	-	Received
		Admin	IMB		

Perfected By	: Margetish, Brenda
Original Perfected Date	: 04/08/2016
Last Perfected By	: Margetish, Brenda
Last Perfected Date	: 04/08/2016
Comments	: -

Link Requests :

Request #	Request Type	Applicant Name	Primary User	Start Date	Due Date	Request Status
No link requests found						

Extension :

ID	Reason for Extension	Days	Extended Due Date	Approval/Denial Date	Completed Date	Extension Status	Extension Note	Approval/Denial Note	Completion Note
No Extensions found.									

Notice of Affected Third Party :

Subject	Notes	Date Sent	Due Date	Completed Date	Status
No Notice of Affected Third Party found.					

Documents Details (in Request Folder):

File Cabinet Drawer	Folder Name	Disposition	Layer Name	No. of Pages	Date Added	Redaction Codes	Document Review Status
No folders have been added to this request.							

Documents Details (in Review Log):

File Cabinet Drawer	Folder Name	Disposition	Comments	No. of Pages	Date Added	Redaction Codes
No folders have been added to this request.						

Page Details:

# of pages attached to request folder	: 0
# of pages attached to request folder with partial redactions	: 0
# of pages attached to request folder with full redactions	: 0
# of pages attached to request folder without redactions	: 0
# of documents delivered	: 0
# of pages reviewed	: 0
# of pages delivered	: 0

Partially Applied Redaction Code Details:

Redaction Code	Description	No. of Pages Used
No Page with partial redactions was added to this request.		

Fully Applied Redaction Code Details:

Redaction Code	Description	No. of Pages Used
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No Page with full redactions was added to this request

Manually - Partially Applied Redaction Code Details:

Redaction Code	Description
No partially applied redaction code details found	

Manually - Fully Applied Redaction Code Details:

Redaction Code	Description
No fully applied redaction code details found	

Fee Details :

Payment Status	: No Charges
Last Invoice Amount	: \$ 0.00
Last Invoice Number	: -
Last Invoice Date	: -
Pre-Payment Amount	: \$ 0
Total Invoiced	: \$ 0
Cost Estimated	: \$ 0.00
Cost Not Charged by the Institution	: \$ 0.00
Amount Waived	: \$ 0.00
Total Amount Paid	: \$ 0.00
Balance Due	: \$ 0.00
Total Refund Amount	: \$ 0.00
Amount Applicant Agreed to Pay	: \$ 0.00
Fee Waiver Requested	: No
Fee Waiver Status	: Fee Waiver Not Requested
Fee Waiver Start Date	: -
Fee Waiver End Date	: -
Willing to Pay All Fees	: No
Application Fee	: N/A

Fee Details Description:

Fee Items	Charge Type	Unit Rate (\$)	Quantity	Extended Value (\$)
No Fee Details have been Found for this Request.				

Administrative Cost (Record Search Processing Costs) :

Office of Primary Interest	Created By	Rate	Hours	Total Cost	Comments
No Record Search Processing Cost details found					

Administrative Cost (Staff Processing Costs) :

User Name	Activity	Created By	Rate	Hours	Total Cost	Comments
No staff processing cost details found.						

Correspondence Log :

Subject	File Name	User	Status	Mode	E-mail	Date
Intake - Request	Intake - Request.pdf	Myers, Adam	Resend(Email)	E-mail	FOI.Requests@gov.bc	05/20/2018

FOI Request Transfer - FIN-2016-61540	FOI Request FIN-2016-61540.pdf	Myers, Adam	Resend(Email)	E-mail	.ca FOI.Requests@gov.bc.ca	05/20/2016
Intake - Clarification	Intake - Clarification.msg	Myers, Adam	Resend(Email)	E-mail	FOI.Requests@gov.bc.ca	05/20/2016
G - Response - NRR Coordinated	G - Response - NRR Coordinated.docx	Myers, Adam	Sent	E-mail	FOI.Coordinator@gov.bc.ca	05/20/2016
Sign Off FIN-2016-61540	Sign Off FIN-2016-61540.pdf	Myers, Adam	Sent	E-mail	FOI.Coordinator@gov.bc.ca	05/20/2016
G - Response - NRR Coordinated	G - Response - NRR Coordinated.docx	Myers, Adam	Sent	E-mail	FOI.Coordinator@gov.bc.ca	05/20/2016
FOI Request Transfer - FIN-2016-61540	FOI Request FIN-2016-61540.pdf	Myers, Adam	Resend(Email)	E-mail	FOI.Requests@gov.bc.ca	05/19/2016
Sign Off FIN-2016-61540	Sign Off FIN-2016-61540.pdf	Myers, Adam	Sent	E-mail	FOI.Coordinator@gov.bc.ca	05/19/2016
Confirmation - JTST has Responsive Records	FW Records with another Min Org.msg	Myers, Adam	Received	E-mail		05/19/2016
Integrated Call for Records Form	Integrated Call for Records Form.pdf	Myers, Adam	Req for Docs/33413	E-mail	FOI.Coordinator@gov.bc.ca;	04/25/2016
Intake - Ack Letter Sent	FOI Request FIN-2016-61540.pdf	Margetish, Brenda	Sent	E-mail	s.22	04/08/2016
Intake - Clarification	Intake - Clarification.msg	Margetish, Brenda	Received	Fax		04/08/2016
Intake - Request	Intake - Request.pdf	Margetish, Brenda	Received	Fax		04/08/2016

Consultation Review Log :

Consultation Review ID	Location(s) Referred	Due Date	Created Date	Imported Date	Disposition	Accepted Date	Status
No consultation review log records found							

Requests For Documents:

ID	Location(s) Referred	Receive Date	Due Date	Status
33413	FIN - CFR(FOI.Coordinator@gov.bc.ca;)	04/25/2016	05/09/2016	No Responsive Records



FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY REQUEST FOR ACCESS TO RECORDS

ARCS NO.
292-30/
292-40/

NAME OF PUBLIC BODY TO WHICH YOU ARE DIRECTING YOUR REQUEST			
MINISTRY OF FINANCE			
YOUR NAME			
LAST NAME s.22	FIRST NAME	MIDDLE NAME	OPTIONAL <input type="checkbox"/> MISS <input type="checkbox"/> MS <input type="checkbox"/> MRS. <input type="checkbox"/> MR. <input type="checkbox"/> OTHER:
YOUR ADDRESS			
STREET, APARTMENT NO., P.O. BOX, R.R. NO. s.22	CITY/TOWN	PROVINCE/COUNTRY	POSTAL CODE
YOUR CONTACT INFORMATION			
DAY PHONE NO. s.22	ALTERNATE PHONE NO.	E-MAIL ADDRESS	
DETAILS OF REQUESTED INFORMATION			
INFORMATION REQUESTED (PLEASE DESCRIBE THE RECORDS YOU ARE REQUESTING. BE AS SPECIFIC AS POSSIBLE, AS THIS WILL ASSIST THE REQUEST PROCESS. ATTACH A SEPARATE SHEET IF THE SPACE BELOW IS NOT SUFFICIENT.			PLEASE SPECIFY ANY REFERENCE OR FILE NUMBER(S), IF KNOWN
A DETAILED ACCOUNTING FOR ALL TRAVEL EXPENSES OF DEPUTY MINISTER OF JOBS, TOURISM, SKILLS TRAINING MS. ATHANA MENTZELOPOULOS FOR THE FISCAL YTD 2015/2016 \$41,974.03. PLEASE INCLUDE A LIST OF ALL FLIGHTS TAKEN ON CHARTER CARRIERS, INCLUDING THE DATE, ROUTES, PASSENGERS, COPIES OF APPROVED TRAVEL EXPENSE FORMS. ALSO A BREAKDOWN OF OTHER TRAVEL IN PROVINCE EXPENSES FOR FISCAL YTD 2015/2016. TIMEFRAME APR 1, 2015 - FEB 29, 2016			
ARE YOU REQUESTING ACCESS TO ANOTHER PERSON'S PERSONAL INFORMATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (IF SO, PLEASE ATTACH, AS APPROPRIATE: a) THAT PERSON'S SIGNED CONSENT FOR DISCLOSURE, OR b) PROOF OF AUTHORITY TO ACT ON THAT PERSON'S BEHALF.)			<div style="border: 2px solid black; padding: 10px; font-size: 24px; font-weight: bold;">RECEIVED</div> <div style="border: 1px solid black; padding: 5px; font-weight: bold;">APR 08 2016</div> <div style="border: 1px solid black; padding: 5px; font-weight: bold;">INFORMATION ACCESS OPERATING</div>
PREFERRED METHOD OF ACCESS TO RECORDS <input type="checkbox"/> EXAMINE ORIGINAL <input checked="" type="checkbox"/> RECEIVE COPY	YOUR SIGNATURE s.22	DATE SIGNED (YYYY MMM DD) 2016 04 07	
FOR PUBLIC BODY USE ONLY			
REQUEST NO.	REQUEST CATEGORY <input type="checkbox"/> ACCESS TO GENERAL INFORMATION (ARCS 292-30/) <input type="checkbox"/> ACCESS TO PERSONAL INFORMATION (ARCS 292-40/)		
REQUEST CODE	DATE RECEIVED (YYYY MMM DD)	NAME OF PUBLIC BODY RECEIVING REQUEST	
• YOU MAY MAKE A REQUEST FOR ACCESS TO RECORDS WITHOUT USING THIS FORM, PROVIDED YOU DO SO IN WRITING. • BIRTHDATE AND CORRECTIONS SERVICE NO. ARE REQUIRED TO VERIFY THE INDIVIDUAL REQUESTING THE INFORMATION • PERSONAL INFORMATION CONTAINED ON THIS FORM IS COLLECTED UNDER THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT AND WILL BE USED ONLY FOR THE PURPOSE OF RESPONDING TO YOUR REQUEST.			

Yonson, Neal CITZ:EX

From: s.22
Sent: Friday, April 8, 2016 10:31 AM
To: IAO Intake Team MTIC:EX
Subject: Re: Clarification of FOI Request

Perfect!

Thanks again Ms. Margetish.

Regards,
s.22

On Fri, Apr 8, 2016 at 10:28 AM, IAO Intake Team MTIC:EX <IAOIntakeTeam@gov.bc.ca> wrote:

No apologies necessary.....how about just using the time frame of April 1, 2015 – Feb 29, 2016, and still use the YTD number of \$41,974.03?

Brenda Margetish, CIAPP-C, Intake Analyst

Information Access Operations |

Ph: [250 952-0522](tel:250-952-0522) | e: Brenda.Margetish@gov.bc.ca | m: PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: s.22
Sent: Friday, April 8, 2016 10:26 AM
To: IAO Intake Team MTIC:EX
Subject: Re: Clarification of FOI Request

Dear Ms. Margetish,

My apologies. I put Feb 29, 2016 as per the expenses available online. Please change the timeframe on my request to April 1, 2015 - Mar 31, 2016. This will of course make the \$ amount on my request not match with March figures.

Thank you for your help.

Regards,

s.22

On Fri, Apr 8, 2016 at 9:33 AM, IAO Intake Team MTIC:EX <IAOIntakeTeam@gov.bc.ca> wrote:

Good mornings.22as per the attached request – you indicate a date range of fiscal YTD 2015/2016 and a timeframe of April 1, 2015 – Feb 29, 2016.

As fiscal 2015/2016 runs from April 1, 2015 to March 31, 2016, would you please clarify the date of the records you are seeking.

Thanks very much.

Brenda Margetish, CIAPP-C, Intake Analyst

Information Access Operations |

Ph: 250 952-0522 | e: Brenda.Margetish@gov.bc.ca | m: PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

Email Details Information

From Email : IAOIntakeTeam@gov.bc.ca
To Email s.22
Cc Email :
Bcc Email :
Subject : Intake - Ack Letter Sent
Email Body :

Please see the attached regarding your FOI request.

Thank you.

Information Access Operations

Ministry of Finance

PO Box 9569 Stn Prov Govt Victoria BC V8W 9K1

Phone: 250 387-1321

Fax: 250 387-9843

www.gov.bc.ca/freedomofinformation



File: 292-30/FIN-2016-61540

April 8, 2016

Sent via email: s.22

s.22

Dear s.22

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

The **Ministry of Finance** received your request for access to information under FOIPPA on April 8, 2016. We understand your request to be for:

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

FOIPPA allows 30 business days for public bodies to respond unless the nature of the request requires an extension per section 10 of FOIPPA. We will make every effort to respond to your request by **May 20, 2016**. We will notify you as soon as possible if there is a need to extend the time limit for responding to your request.

FOIPPA also allows that we may charge a fee for certain limited costs of providing you with the requested information, such as locating, retrieving and copying a large volume of records. Should this be the case, we will contact you at a later date with a fee estimate.

Please also be advised that the response to your request (subject to limited exemptions) will be published on the BC Government's Open Information website after its release to you. Your identity will be protected in the response. To find out more about Open Information please access the Open Information website at: <http://www.openinfo.gov.bc.ca/>.

Should you have any questions now or during the processing of your request please contact our office at 250 387-1321 and ask to speak with the analyst assigned to your request. Please quote the file number(s) identified at the top of this letter.

If calling from Vancouver dial 604 660-2421, or elsewhere in BC dial 1 800 663-7867, and ask to be transferred to 250 387-1321.

Regards,

Brenda Margetish
Consolidated Intake
Information Access Operations

Email Details Information

From Email : IAOCentralTeam@gov.bc.ca
To Email : FOI.Coordinator@gov.bc.ca;
Cc Email : Shelley.MacLean@gov.bc.ca;Jessica.gillies@gov.bc.ca
Bcc Email :
Subject : Integrated Call for Records Form
Email Body :

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act (FOIPPA)*:

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

Applicant Type: Individual
Cross Government Number: N/A
Request also directed to: N/A
Records Due: May 2, 2016
Legislated Due Date: May 20, 2016
IAO Contact: Adam Myers

Please complete and return the attached Call for Records form to IAOCentralTeam@gov.bc.ca.

Fee estimate instructions: (see CFR form for fee calculation information and due date)

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to the IAO by the Fee Estimate Due date noted above. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, IAO will contact you to continue the call for records process. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

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 confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact IAO to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

Thank you for your assistance,

Adam Myers

FOI Analyst
Central Agency Team
Information Access Operations

GENERAL REQUEST ☒
PERSONAL REQUEST ☐

Personal Request authorization received date: _____

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Individual	April 08, 2016	Adam Myers		May 02, 2016

REQUEST DETAILS:

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

Section 1: Initial Records Assessment

Do you hold responsive records? If no, please provide an explanation that can be given to the applicant (if applicable): YES ☐ NO ☐

Are you aware of other records that may be responsive to this request within your Ministry? YES ☐ NO ☐

Are you aware of other records that may be responsive to this request held by another public body? YES ☐ NO ☐

If yes, specify:

NO RECORDS RESPONSE APPROVAL:

Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been located.

Final Public Body Approval (Full name, Title)	Signature:	Date:

Section 2: Fee Estimate — General Request only (if this is a Personal Request skip to Section 3)

Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search
Locating/Retrieving

Tasks may include:

- Searching for hard & electronic files
- Reviewing box content lists
- Retrieving records from off site
- Retrieving email records (Outlook)

Estimated Hours

Actual Hours
Producing records

Tasks may include:

- Identifying relevant sources of data/information
- Manual time spent creating and producing records

Estimated Hours

Actual Hours
Volume
Electronic files (in pages):

*Other refers to PDF, Word, Excel, photos and any other electronic file responsive to the request

Email without attachments:

Estimated Pages Actual Pages

Email with attachments:

Estimated Pages Actual Pages

*Other documents

Estimated Pages Actual Pages
Hardcopy files (in pages):

- Average file folder = 1" and holds approximately 200 pages (single sided)
- 1 Standard Records Centre Services Box:
 - If in legal sized folders - 1,800 pages
 - If in letter sized folders - 2,200 pages

Estimated Pages Actual Pages
Preparation

Tasks may include :

- Photocopying/scanning records into electronic format (PDF)
- Ensuring completeness of responsive records
- Copying other types of media; if so please specify:

Estimated Hours Actual Hours

Section 3: Search Summary and Program Area Recommendations

Please describe the search for records including what records were searched, (eg. files, email, databases, TRIM files, off site records, etc.), duration of search time, and who concluded the search for records.

--

Could release of any/all of the responsive records potentially cause harm?

YES ☐

NO ☐

***Harm** – Disclosure of the records would significantly harm the ministry’s position, or a third party’s interests on a given topic. The harms assessment allows FOI staff to better understand the context of the records and make informed severing recommendations based on potential harms. (Issues associated with possible disclosure through the FOI process that are unrelated to the harms assessment should be communicated to your ministry executive and/or Government Communications and Public Engagement office.)

If yes which information, if released, may cause harm?

- Please reference the applicable records and information of concern, the harms, and associated page numbers below.
- If any of these records have been prepared for, or used to inform, a decision of Cabinet or any of its committees, section 12 (Cabinet confidences) may apply. Please identify the applicable records and advise: (1) what is the status of the issue? and (2) has the decision been made public or implemented?

--

(GENERAL REQUEST ONLY)-

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.

--

Section 4: Contact Information

Who completed this form? (Full Name, Title):

Phone Number:

Date:

--	--	--

Harms assessment completed by (Full Name, Title)

Program Area:

--	--

Harms assessment approved by (Full Name, Title)

--

Yonson, Neal CITZ:EX

From: IAO Business Team FIN:EX
Sent: Wednesday, May 18, 2016 3:41 PM
To: Myers, Adam FIN:EX
Subject: FW: Records with another Min/Org

Hi Adam,

JTST confirms that they have responsive records.

Thanks,

Neva Everitt | Team Lead | Information Access Operations | Ministry of Finance
Ph: 250 952-7937 | *e:* Neva.Everitt@gov.bc.ca | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Myers, Adam FIN:EX
Sent: Wednesday, May 18, 2016 11:26 AM
To: IAO Business Team FIN:EX
Subject: Records with another Min/Org

Good morning Business Team,

The Ministry of Finance would like to do a "Records with another Min/Org" (since we missed the window for a transfer) for the following request:

FIN-2016-61540:

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

Please advise if JTST would have responsive records.

Thank you,

Adam Myers | FOI Analyst, Central Agency FOI Team | Information Access Operations | Ministry of Finance
Ph: 250 952-7998 | *e:* Adam.Myers@gov.bc.ca | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

Email Details Information

From Email : IAOCentralTeam@gov.bc.ca
To Email : FOI.Coordinator@gov.bc.ca
Cc Email :
Bcc Email :
Subject : Sign Off FIN-2016-61540
Email Body :

Good afternoon,

Please see attached sign off package for public body approval.

Sign off due: May 20, 2016

Legislated due date of file: May 20, 2016

Thank you,

Adam Myers | FOI Analyst, Central Agency FOI Team | Information Access Operations | Ministry of Finance

Ph: 250 952-7998 | **e:** Adam.Myers@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

IAO - Review of Harms and Response Recommendations

Request Received: April 8, 2016 **Due Date:** May 20, 2016 **Applicant type:** Individual

Description: A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016).

Comments/Background:

- Corporate Financial and Facilities Services Branch was canvassed. Athana Mentzelopoulos was Deputy Minister, Ministry of Jobs, Tourism and Skills Training (JTST) during the date range sought.
- JTST has confirmed they hold records responsive to this request.

Recommendations:

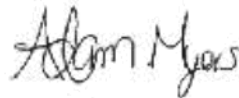
- No responsive records were located. Advise the applicant they may wish to make a new request to JTST.
- Please see the attached draft response letter for the applicant.

Publication Recommendations:

- Note that all **general FOI request records** that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#).
 - IAO recommends: Do Not Publish.
 - The reason for 'Do Not Publish' is: Outside Scope of Publication Policy.

FOI Analyst:
Adam Myers

Signature:



Date: May 19, 2016

FOI Manager:
Cindy Elbahir

Signature:



Date: May 20, 2016

Ministry - Agreement with Recommendations

Approval Authority:
Athana Mentzelopoulos
Deputy Minister

Signature:

Date:

Comments:



ARCS: 292-30
File: FIN-2016-61540

May 20, 2016

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 Finance. Your request is for:

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

The Ministry of Finance did not locate records in response to your request. Athana Mentzelopoulos was Deputy Minister, Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour during the date range sought. Your file with the Ministry of Finance is now closed.

You may wish to submit a new request directed to the Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour.

If you have any questions regarding your request, please contact Adam Myers, the analyst assigned to your request, at 250-952-7998. 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 250-952-7998.

.../2

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,

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>
--

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.

A complete copy of FOIPPA is available online at:

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

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.

From: Elbahir, Cindy CITZ:EX
To: McCartney, Angela PREM:EX
Subject: FIN-2016-61540
Date: Friday, May 20, 2016 2:54:00 PM

Hi, Angela. Adam came to me this morning about the above-noted request asking me to call Heather Clark (following contact from Michelle B. I believe) as he missed the opportunity to transfer. He then advised that Heather would be contacting me. Heather actually wanted to find out how the DM could see the records held by JTST on this matter since they would be her expense records when she was DM there. I advised JTST does not currently have the request, that there was a NRR approval (records in another org) coming their way but that we could advise the applicant to submit a request to JTST – include verbiage around why – ie date range sought wasn't when she was with FIN. She advised this was unfortunate as the request is due TODAY and that she did not know the Deputy's availability. She also said they sent 3 follow up emails after they sent the NRR on April 27 and didn't hear anything until yesterday.

I made changes to the approval slip and draft response letter and replaced your signature with mine. I have instructed Adam to send it straight away. Are you familiar with this request? Please discuss with me on Tuesday. Thanks.

CE

From: [Clark, Heather L FIN:EX](#)
To: [Elbahir, Cindy CITZ:EX](#)
Cc: [Richards, Tara R FIN:EX](#)
Subject: RE: Draft letter for NRR Response 2016-61540
Date: Friday, May 20, 2016 4:09:44 PM

I know you are reluctant to do this given the precedent it might set, but if it's couched in the context of "we made a mistake, and although the Act does not allow us to transfer after 20 days, we're going to make an exception in this case (because we made a mistake)". Athana is asking that we do this so if could make this change, that would be great. thanks Cindy.

Heather

From: Elbahir, Cindy FIN:EX
Sent: Friday, May 20, 2016 4:05 PM
To: Clark, Heather L FIN:EX
Cc: Richards, Tara R FIN:EX
Subject: RE: Draft letter for NRR Response 2016-61540

Not normal practice since the Act doesn't allow for us to transfer outside the timeline prescribed.

From: Clark, Heather L FIN:EX
Sent: Friday, May 20, 2016 4:04 PM
To: Elbahir, Cindy FIN:EX
Cc: Richards, Tara R FIN:EX
Subject: FW: Draft letter for NRR Response 2016-61540

Can we?

From: Mentzelopoulos, Athana FIN:EX
Sent: Friday, May 20, 2016 4:03 PM
To: Richards, Tara R FIN:EX
Cc: MacLean, Shelley FIN:EX; Nicholson, Riley FIN:EX; Clark, Heather L FIN:EX
Subject: Re: Draft letter for NRR Response 2016-61540

Question

Rather than inviting the applicant to submit a new request, could we instead say that normally that's what we would do but in the circumstances we will transfer it?

Sent from my iPad

On May 20, 2016, at 15:55, Richards, Tara R FIN:EX <Tara.Richards@gov.bc.ca> wrote:

Athana
for your review and approval - revised NRR response
Riley - please confirm once Athana has approved.
thanks
Tara

----- Original message -----

From: "Clark, Heather L FIN:EX"
Date: 05-20-2016 3:40 PM (GMT-08:00)
To: "Richards, Tara R FIN:EX"
Cc: "MacLean, Shelley FIN:EX"
Subject: Draft letter for NRR Response 2016-61540

Hi Tara,

Here is the letter as re-drafted by IAO as per Athana's direction. Can you please review

it, then forward on to her and let me know once she has approved?

Can you also please let Athana know that the proactive release of travel receipts is for Minister's/Premier only, not DM's. DM travel expenses will continue to be posted on Open Information at the summary level on a monthly basis, and requests for detailed receipts will continue through the FOI route.

Thanks.

Heather Clark | Director

Executive & Divisional Operations | Corporate Services Division

Ministry of Finance

Phone: 250/415-5313

MINISTRY OF FINANCE: *Trusted financial and economic leadership for a prosperous province*

Email Details Information

From Email : IAOCentralTeam@gov.bc.ca
To Email : FOI.Coordinator@gov.bc.ca
Cc Email :
Bcc Email :
Subject : Sign Off FIN-2016-61540
Email Body :

Good afternoon,

Please see attached revised sign off package for public body approval.

Sign off due: May 20, 2016

Legislated due date of file: May 20, 2016

Thank you,

Adam Myers | FOI Analyst, Central Agency FOI Team | Information Access Operations | Ministry of Finance

Ph: 250 952-7998 | **e:** Adam.Myers@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

IAO - Review of Harms and Response Recommendations

Request Received: April 8, 2016 **Due Date:** May 20, 2016 **Applicant type:** Individual

Description: A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016).

Comments/Background:

- Corporate Financial and Facilities Services Branch was canvassed. Athana Mentzelopoulos was Deputy Minister, Ministry of Jobs, Tourism and Skills Training (JTST) during the date range sought.
- JTST has confirmed they hold records responsive to this request.

Recommendations:

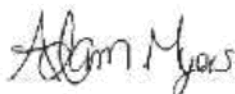
- No responsive records were located by FIN. Advise the applicant they may wish to make a new request to JTST.
- Please see the attached draft response letter for the applicant.

Publication Recommendations:

- Note that all **general FOI request records** that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#).
 - IAO recommends: Do Not Publish.
 - The reason for 'Do Not Publish' is: Outside Scope of Publication Policy.

FOI Analyst:
Adam Myers

Signature:



Date: May 20, 2016

FOI Manager:
Cindy Elbahir

Signature:



Date: May 20, 2016

Ministry - Agreement with Recommendations

Ministry Executive:

Tara Richards

Assistant Deputy Minister

Signature:

Date:

Ministry Executive

Athana Mentzelopoulos

Deputy Minister

Signature:

Date:

Comments:



ARCS: 292-30
File: FIN-2016-61540

May 20, 2016

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 Finance. Your request is for:

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

The Ministry of Finance did not locate records in response to your request. Athana Mentzelopoulos was Deputy Minister, Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour during the date range sought. Your file with the Ministry of Finance is now closed.

You may wish to submit a new request directed to the Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour.

If you have any questions regarding your request, please contact Adam Myers, the analyst assigned to your request, at 250-952-7998. 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 250-952-7998.

.../2

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,

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>
--

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.

A complete copy of FOIPPA is available online at:

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

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.

Email Details Information

From Email : IAOCentralTeam@gov.bc.ca
To Email : FOI.Requests@gov.bc.ca
Cc Email :
Bcc Email : adam.myers@gov.bc.ca
Subject : FOI Request Transfer - FIN-2016-61540
Email Body :

Hi Intake,

Please see the attached:

1. original request from applicant
2. clarification with applicant
3. the transfer letter sent to the applicant

Please contact me if you have any questions or concerns.

Thank you,

Adam Myers | FOI Analyst, Central Agency FOI Team | Information Access Operations | Ministry of Finance

Ph: 250 952-7998 | **e:** Adam.Myers@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



File: 292-30/FIN-2016-61540

May 20, 2016

Sent via email: s.22

s.22

Dear s.22

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 Finance. You requested:

A detailed accounting for all travel expenses of Deputy Minister Athana Mentzelopoulos totalling \$41,974.03 including a list of all flights taken on charter carriers indicating the date, routes, passengers; Copies of approved travel expense forms; A breakdown of other in-province travel expenses. (Date Range for Record Search: From 04/01/2015 To 02/29/2016)

Athana Mentzelopoulos was Deputy Minister with the Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour (JTST) during the date range sought therefore that public body has custody or control of the records you requested. Section 11 of FOIPPA allows the transfer of a request to another public body to occur within 20 days of a request being received. The opportunity to transfer your request within this timeline was missed as a result of an administrative oversight. We apologize for this oversight and, in this instance, are fully transferring your request to JTST outside the timeline prescribed. A copy of section 11 is provided for your reference. A complete copy of FOIPPA is available online at:

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

JTST must respond to you within 30 business days after receiving your transferred request, unless that public body extends the time limit for responding to you. You will receive a letter shortly advising of your new request number. Your request with the Ministry of Finance is now closed.

.../2

If you have any questions regarding your request, please contact Adam Myers, the analyst assigned to your request, at 250-952-7998. 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 250-952-7998.

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 'Cindy Elbahir', written in a cursive style.

Cindy Elbahir, Manager
Central Agency Team
Information Access Operations

Enclosures

cc: Consolidated Intake, Information Access Operations
Russ Fuller, Manager, Business Team, Information Access Operations

<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 for British Columbia
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.

Transferring a request

11 (1) Within 20 days after a request for access to a record is received by a public body, the head of the public body may transfer the request and, if necessary, the record to another public body if

(a) The head of the public body is satisfied that the request meets the requirements of section 5 (1), and

(b) One or more of the following applies:

(i) The record was produced by or for the other public body;

(ii) The other public body was the first to obtain the record;

(iii) The record is in the custody or under the control of the other public body.

(2) If a request is transferred under subsection (1), the head of the public body who transferred the request must notify the applicant of the transfer.

(3) If the head of the public body to which a request is transferred under subsection (1) is satisfied that the request meets the requirements of section 5 (1) (a) and (b), the head of the public body must respond to the applicant

(a) In accordance with section 8, and

(b) Not later than 30 days after the request is received by that public body, unless this time limit is extended under section 10.

From: [Everitt, Neva CITZ:EX](#)
To: [Shull, Jessie CITZ:EX](#); [Gillies, Jessica FIN:EX](#)
Cc: [MacLean, Shelley FIN:EX](#); [Elbahir, Cindy CITZ:EX](#)
Subject: FW: Sign Off FIN-2016-61540
Date: Tuesday, June 7, 2016 8:52:22 AM

Morning Jessica,

I have spoken with the ministry and have confirmed that they are in the gathering records stage. Jessie is the analyst processing the file and will provide an update once IAO receives records for review.

Thanks,

Neva Everitt | Team Lead | Information Access Operations | Ministry of Finance

Ph: 250 952-7937 | **e:** Neva.Everitt@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Elbahir, Cindy FIN:EX
Sent: Monday, June 6, 2016 4:22 PM
To: Gillies, Jessica FIN:EX; Everitt, Neva FIN:EX
Cc: MacLean, Shelley FIN:EX
Subject: RE: Sign Off FIN-2016-61540

Hi, Jessica. The file number with JTST is JTI-2016-62142. According to our tracking system it indicates they are still in the call for records stage however I have included Neva Everitt (FOI Team Lead serving JTST) on this email so that she can provide you with an update.

Thanks, Neva :0)

CE

From: Gillies, Jessica FIN:EX
Sent: Monday, June 6, 2016 4:13 PM
To: Elbahir, Cindy FIN:EX
Cc: MacLean, Shelley FIN:EX
Subject: FW: Sign Off FIN-2016-61540

Hi Cindy,

Athana would like an update on the status of this request. Can you tell us what stage it's at with JTST?

Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

[Correspondence intranet page](#)

phone 250 387-3513

*This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error **please notify the sender immediately**. Any unauthorized copying, disclosure or distribution of the e-mail or the information it contains is strictly forbidden.*

From: Clark, Heather L FIN:EX
Sent: Friday, May 20, 2016 5:08 PM
To: FOI Coordinator FIN:EX; Mulloy, Eleanor FIN:EX
Subject: RE: Sign Off FIN-2016-61540

So, to close the loop on this one, IAO transferred the file to JTST and sent a letter to the applicant to notify them of the transfer. As it's a transfer there are no approvals required from our ministry (although Athana did approve the revised letter). Whew thanks for your work on this!

Heather

From: FOI Coordinator FIN:EX
Sent: Friday, May 20, 2016 3:01 PM
To: Mulloy, Eleanor FIN:EX

Cc: Clark, Heather L FIN:EX
Subject: FW: Sign Off FIN-2016-61540
Importance: High

Hi Eleanor,

Please see attached sign off for this request.

Thanks

Michelle

From: Myers, Adam [<mailto:IAOCentralTeam@gov.bc.ca>]

Sent: Friday, May 20, 2016 2:57 PM

To: FOI Coordinator FIN:EX

Cc: Clark, Heather L FIN:EX

Subject: Sign Off FIN-2016-61540

Good afternoon,

Please see attached revised sign off package for public body approval.

Sign off due: May 20, 2016

Legislated due date of file: May 20, 2016

Thank you,

Adam Myers | FOI Analyst, Central Agency FOI Team | Information Access Operations |
Ministry of Finance

Ph: 250 952-7998 | *e:* Adam.Myers@gov.bc.ca | *m:* PO Box 9569, Stn Prov Gov, Victoria
BC V8W 9K1