

IAO - Review of Harms and Response Recommendations

Request Received: December 15, 2017 **Due Date:** May 26, 2021 **Applicant type:** Researcher

Description: *A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*

History:

- This request was originally received in 2017, directed at all ministries plus the Office of the Premier. A separate FOI request was opened with each public body resulting in 21 requests in total.
- In 2017, government issued a coordinated response to all 21 requests. The response was that the requested records were not currently in existence and that government believed Section 6 of FOIPPA did not require the records to be created in response to the request.
- The applicant requested an OIPC review of that decision. On February 17, 2021, the OIPC issued Order F21-07 which found that the public bodies are obligated to create the requested records under Section 6 of FOIPPA.

Background:

- To respond to the FOI requests in a manner consistent with the OIPC order, a decision was made that the Office of the Chief Information Officer (OCIO), within the Ministry of Citizens' Services, would create the responsive records on behalf of all ministries. The OCIO would accomplish this through the creation of custom computer programs designed to generate file/folder lists from electronic devices assigned to ministers.
- On March 8, 2021 a fee estimate of \$2,700 was issued to the applicant for the cost of having OCIO create the computer programs needed to respond to the request. Full payment was received from the applicant on March 17, 2021. The OCIO proceeded to produce records on behalf of all ministries.
- Due to the centralized production of records, it was also decided that the Ministry of Citizens' Services would process the records within a single FOI request on behalf of all ministries, rather than the previous approach of having 21 separate requests. Each ministry was consulted individually on its own ministerial records, summarized below.
- An extension under section 10 of FOIPPA was taken for consultation with a third party or other public body on April 12, 2021.

Consultations:

- IAO conducted an initial review of the records and applied some suggested severing under S.15 to information around IDIRs and file paths and S.22 to items that were clearly personal in nature. All ministries were sent a redlined version of the records associated with its minister (and minister of state, if applicable) for identification of any further potential harms.
- Unless noted below, most ministries responded by approving the redline as proposed with no additional harms to note.
 - AED, EDU and MAG identified additional S.22 harms. Severing has been applied to all the identified harms.
 - FIN identified additional S.12 harms. Severing has been applied to all the identified harms.
 - FNR noted that some material in Minister Conroy's records appeared to relate to her previous role as Minister of CFD and requested that CFD review those portions. CFD reviewed and found no additional harms.

- CTZ identified additional harms under S.17 and S.22 to device numbers (e.g. NC056045, NC056537, ND050012, etc.). IAO recommends against applying this severing as it would create inconsistency within the file; device numbers are being released in the records of all other ministries.

Recommendations:

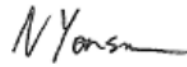
- Withhold portions of the records pursuant to sections, 12 (Cabinet and local public body confidences), 15 (Disclosure harmful to law enforcement) and 22 (Disclosure harmful to personal privacy) of FOIPPA.
- Information considered to form the substance of Cabinet deliberations must be withheld pursuant to section 12 (Cabinet confidences) of FOIPPA.
- 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 in [Ministerial Directive 02-2018](#) and in the [Open Information and Open Data Policy](#).
- **Effective October 1, 2016** records (or portions of records) unable to be published due to federal copyright legislation will be redacted prior to publication by the Open Information team.
 - IAO recommends: **Publish**

Team Lead: Neal Yonson

Signature:



Date: May 13, 2021

Ministry - Agreement with Recommendations

Ministry Executive
Name:

Signature:

Date:

Ministry Executive
Name:

Signature:

Date:

Ministry Executive
Name:

Signature:

Date:

Comments:

Exercise of Discretion:

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

Factors relevant to the exercise of discretion include:

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;

- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

IAO - Review of Harms and Response Recommendations

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Recommendations:

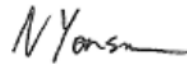
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Team Lead: Neal Yonson

Signature:



Date: May 13, 2021

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Ministry Executive
Name:

Signature:

Date:

Ministry Executive
Name:

Signature:

Date:

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Name:

Signature:

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Comments:

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- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;

- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

New submission from FOI Request

From: govwordpress@gov.bc.ca, Wordpress Development GCPE:EX
: <govwordpress@gov.bc.ca>
To: FOI.Requests@gov.bc.ca, FOI Requests CITZ:EX <FOI.Requests@gov.bc.ca>
Sent: December 15, 2017 7:29:04 AM PST

Request Records

Specific Records Requested:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State

From:

12/15/2017

To:

12/15/2017

Preferred method of access to records:

Via Email

Ministry or Agency

Select Ministry or Agency

- Advanced Education, Skills and Training
- Agriculture
- Attorney General
- Children and Family Development
- Citizens' Services
- Education
- Energy, Mines and Petroleum Resources
- Environment and Climate Change Strategy
- Finance
- Forests, Lands, Natural Resource Operations and Rural Development
- Health
- Indigenous Relations and Reconciliation
- Jobs, Trade and Technology
- Labour
- Mental Health and Addictions
- Municipal Affairs and Housing
- Office of the Premier
- Public Safety and Solicitor General
- Social Development and Poverty Reduction
- Tourism, Arts and Culture
- Transportation and Infrastructure

Your Contact Information

Name

s.22

Mailing Address

s.22

Mailing Address 2

s.22

City

s.22

State / Province / Region

s.22

Country

Canada

ZIP / Postal Code

s.22

Email

s.22

Day Phone

s.22

Other Phone

s.22

Call for Records CTZ-2017-74572 Due: January 15, 2018

From: Yonson, Neal CITZ:EX^{s.15}
s.15

To: CITZ FOI Requests CITZ:EX <MTIC.FOIRequests@gov.bc.ca>
Sent: December 29, 2017 1:48:17 PM PST
Attachments: Call for Records CTZ-2017-74572.pdf, File List Capture Instructions.docx

Hello,

Government (all Ministries) has received a FOI request for the following records.

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State

In the attached document, you will find instructions for how to create the requested records from your desktop and other electronic devices.

When the records have been created, please conduct a harms assessment and provide to IAO for processing.

I have been designated as the single point of contact/analyst for these requests, please reach out to me directly for any questions you might have. Please note that^{s.22} - please reach

out to Matthew Prodan (250-387-3411)^{s.22} if your question can not wait^{s.22} .

Thank you,

Neal Yonson | FOI Specialist

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

GENERAL REQUEST ☒

PERSONAL REQUEST ☐

Personal Request authorization received date: _____

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Researcher	December 15, 2017	Neal Yonson		January 15, 2018

REQUEST DETAILS:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

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 <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request within your Ministry?		YES <input type="radio"/>	NO <input type="radio"/>
Are you aware of other records that may be responsive to this request held by another public body?		YES <input type="radio"/>	NO <input type="radio"/>
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:

Email with attachments:

*Other documents

Estimated Pages Actual Pages

Estimated Pages Actual Pages

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.

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Section 4: Contact Information

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

Phone Number:

Date:

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Harms assessment completed by (Full Name, Title)

Program Area:

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Harms assessment approved by (Full Name, Title)

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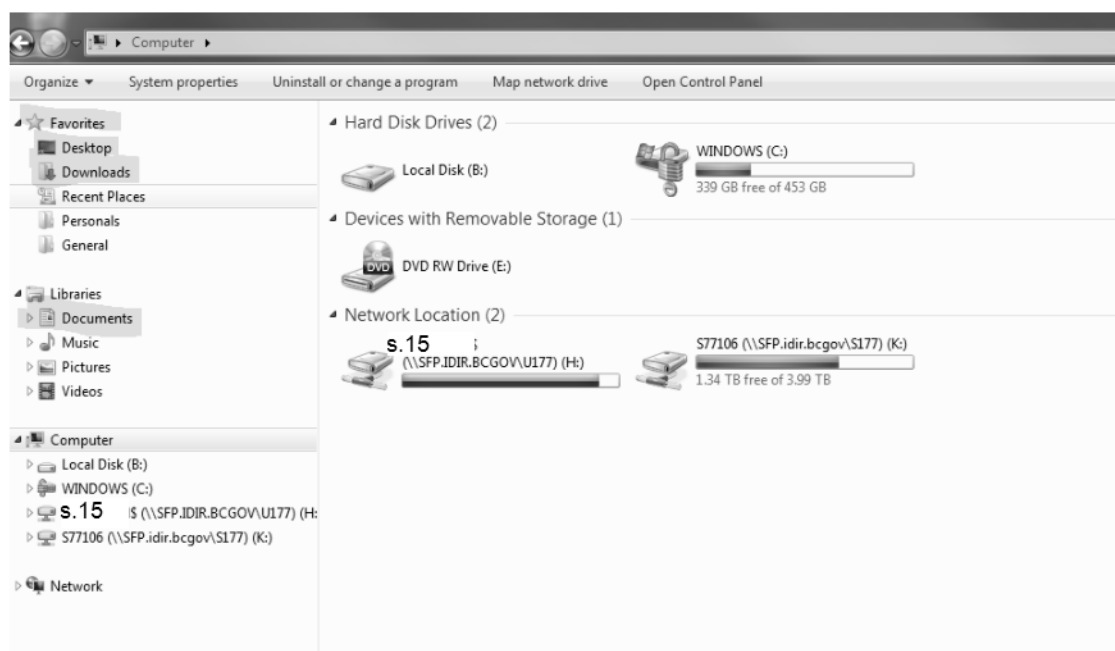
File List Capture Instructions

What you will need:

- 1) Determine which devices your Minister is currently using – you will need to capture the contents of the specified folders on each device including the desktop computer.
- 2) Microsoft Snipping Tool for easy desktop production of lists (If you're not sure where to find this – go to the start menu and start typing "Snipping Tool" into the search bar, it should show up as a program)

Instructions for capturing folder contents – Desktop Computers

- 1) Open Windows Explorer (My Computer) – The 4 folder's contents that you will need to screenshot are highlighted below*:



- a. To start – click on desktop to have your desktop show up in the windowed folder
- b. Using the "Snipping Tool" capture the portion of your folder that will show all of the files – if you have many files to capture, it may require multiple screenshots.
- c. After you've made your capture, it will show up in the snipping tool window. From here you can copy the screenshot, and paste it into a word document.
- d. Repeat the steps above for the "downloads" "documents" and "favourites" folder highlighted above.

****If Desktop or downloads are not visible as noted above (favourites and Documents library should be by default), you can find those folders by going to the following locations.

Desktop:

- Under My Computer – select the network drive that has your IDIR in front of it.
- From there, open the “Profile” folder
- You should see a “Desktop” folder – that will be the correct folder which will display your current desktop

Downloads

- Under My Computer – select the “Windows (C:)”
- Open the “Users” folder
- Find the folder that has the name of your IDIR and open it
- Open the “Downloads” folder, and capture its contents as noted above

Other Electronic Devices

Since devices will vary from office to office, IAO recommends a preliminary search is conducted on electronic devices used by the Minister. The applicant has requested file lists from the following folders “Desktop, My Documents, My Downloads, and Favourites”

It is recommended that **if these specific folders are present** on other devices, then screenshots should be taken of their contents. Instructions for producing a screenshot will vary from device to device:

Apple

Android

Windows Phone

Blackberry

Windows Surface/Tablets – these have a snipping tool built into it (follow instructions above for desktop)

As above, depending on how many files are found in each folder, this may require multiple screenshots.

After a screenshot is taken, the simplest way to produce it would be to attach it to an email to send to you. For most devices, a “share” option will come up after taking a screenshot which should allow you to easily send the screenshot to a mailbox of your choosing.

Consolidating all Screenshots

When all screenshots have been produced, you should be able to convert the records to PDF. Please provide to IAO one marked up copy with a harms assessment, and a clean copy for processing.

If you have any questions or concerns, please contact Neal Yonson, the analyst assigned to your request at 778-698-2378

RESPONSIVE RECORDS: Call for Records CTZ-2017-74572 Due: January 15, 2018

From: CITZ FOI Requests CITZ:EX <MTIC.FOIRequests@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: January 17, 2018 3:35:22 PM PST
Attachments: Call for Records CTZ-2017-74572.pdf, CTZ-2017-74572 s.13
s.13
s.13 Call for Records CTZ-2017-74572.pdf, File
List Capture Instructions.docx

Hello Neal,

Please find attached s.13

CFR for the above quoted FOI request.

s.13

If you have any questions please let me know.

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services
Ph: 250 387-2675 | e: MTIC.FOIRequests@gov.bc.ca | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

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Withheld pursuant to/removed as

s.13



GENERAL REQUEST ☐

PERSONAL REQUEST ☐

Personal Request authorization received date: _____

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Researcher	December 15, 2017	Neal Yonson		January 15, 2018

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If yes, specify:			

NO RECORDS RESPONSE APPROVAL:

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

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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.

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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.)

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(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.

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Section 4: Contact Information

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

Phone Number:

Date:

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Harms assessment completed by (Full Name, Title)

Program Area:

--	--

Harms assessment approved by (Full Name, Title)

--



ARCS: 292-30
File: CTZ-2017-74572

January 18, 2018

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 Citizens' Services. Your request is for:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

s.13

s.13 Your file is now closed.

s.13

If you have any questions regarding your request, please contact Neal Yonson, the analyst assigned to your request, at 778 698-2378. 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 778 698-2378.

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.

.../2

Ministry of Citizens' Services Information Access Operations

Mailing Address:
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:
www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

Sincerely,

On behalf of Cindy Elbahir, Manager
Central Agency 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.

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Withheld pursuant to/removed as

s.13

RE: RESPONSIVE RECORDS: Call for Records CTZ-2017-74572 Due: January 15, 2018

From: Yonson, Neal CITZ:EX^{s.15}
:

To: CITZ FOI Requests CITZ:EX <MTIC.FOIRequests@gov.bc.ca>
Sent: January 22, 2018 3:40:08 PM PST

Jenn,

Please disregard this earlier email; ^{s.13}

issue a corporate response under Section 6 of FOIPPA to these requests.

Government is intending to

Neal Yonson | FOI Specialist

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: Monday, January 22, 2018 1:20 PM

To: CITZ FOI Requests CITZ:EX

Subject: RE: RESPONSIVE RECORDS: Call for Records CTZ-2017-74572 Due: January 15, 2018

Hi Jenn,

I've been getting caught up on these files ^{s.13}

^{s.13}

Neal Yonson | FOI Specialist

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: CITZ FOI Requests CITZ:EX

Sent: Wednesday, January 17, 2018 3:35 PM

To: IAO CentralTeam CITZ:EX

Subject: RESPONSIVE RECORDS: Call for Records CTZ-2017-74572 Due: January 15, 2018

Hello Neal,

Please find attached ^{s.13}

CFR for the above quoted FOI request.

^{s.13}

If you have any questions please let me know.

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services

Ph: 250 387-2675 | e: MTIC.FOIRequests@gov.bc.ca | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

Sign Off CTZ-2017-74572

From: Yonson, Neal CITZ:EX^{s.15}
s.15

To: CITZ FOI Requests CITZ:EX <MTIC.FOIRequests@gov.bc.ca>
Sent: January 24, 2018 10:16:38 AM PST
Attachments: G - Sign Form.docx, G - Response - NRR.docx

Please see attached sign off package for public body approval.

Sign off due: January 29, 2018

Legislated due date of file: January 31, 2018

Thank you,

Neal Yonson | FOI Specialist
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

IAO - Review of Harms and Response Recommendations

Request Received: December 15, 2017 **Due Date:** January 31, 2018 **Applicant type:** Researcher

Description: A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Comments/Background:

- The request was sent to all ministries and the Office of the Premier. All public bodies will be issuing the same response to this request.

Recommendations:

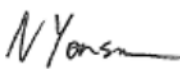
- No responsive records were located. Pursuant to Section 6(2) of FOIPPA, the ministry is not required to create a record and has fulfilled its duty to assist.
- Please see the attached draft response letter for the applicant.

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 3 of [Ministerial Directive 06-2016](#) and on page 11 of the [Open Information and Open Data Policy](#).
- Effective October 1, 2016** records (or portions of records) unable to be published due to federal copyright legislation will be redacted prior to publication by the Open Information team.
 - IAO recommends: **Do Not Publish**.
 - The reason for 'Do Not Publish' is: **Outside Scope of Publication Policy**.

FOI Analyst: Neal Yonson

Signature:



Date: January 24, 2018

Team Lead: Dwayne McCowan

Signature:



Date: January 24, 2018

Ministry - Agreement with Recommendations

Approval Authority

Name: **Shannon Russell, Senior Ministerial Assistant, MO**

Signature:

Date:

Ministry Executive

Name: **Sarf Ahmed, Associate Deputy Minister**

Signature:

Date:

Comments:

Exercise of Discretion:

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

Factors relevant to the exercise of discretion include:

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.



ARCS: 292-30/see file list below

January 24, 2018

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 for:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

This request was directed to multiple public bodies. A full list of requests can be found below in Appendix A.

Please be advised that the records you requested cannot be created from a machine readable record in the custody or under the control of the public body using its normal computer hardware and software and technical expertise.

Pursuant to section 6(2) of FOIPPA, the Ministry has fulfilled its duty to assist and is not required to create a record in response to your request. A complete copy of FOIPPA is available online at:

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

Your file is now closed.

If you have any questions regarding your request, please contact Neal Yonson, the analyst assigned to your request, at 778 698-2378. 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 778 698-2378.

.../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,

A handwritten signature in black ink, appearing to read "Dwayne MZ", with a stylized flourish at the end.

On behalf of Cindy Elbahir, Manager
Central Agency Team, Information Access Operations

Enclosures

Appendix A: List of Requests

Ministry	File Number
Ministry of Advanced Education, Skills and Training	292-30/AED-2017-74568
Ministry of Agriculture	292-30/AGR-2017-74569
Ministry of Attorney General	292-30/MAG-2017-74570
Ministry of Children and Family Development	292-30/CFD-2017-74571
Ministry of Citizens' Services	292-30/CTZ-2017-74572
Ministry of Education	292-30/EDU-2017-74573
Ministry of Energy, Mines and Petroleum Resources	292-30/EMP-2017-74574
Ministry of Environment and Climate Change Strategy	292-30/MOE-2017-74575
Ministry of Finance	292-30/FIN-2017-74576
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	292-30/FNR-2017-74577
Ministry of Health	292-30/HTH-2017-74578
Ministry of Indigenous Relations and Reconciliation	292-30/IRR-2017-74579
Ministry of Jobs, Trade and Technology	292-30/JTT-2017-74580
Ministry of Labour	292-30/LBR-2017-74581
Ministry of Mental Health and Addictions	292-30/MHA-2017-74582
Ministry of Municipal Affairs and Housing	292-30/MAH-2017-74583
Office of the Premier	292-30/OOP-2017-74584
Ministry of Public Safety and Solicitor General and Emergency Management BC	292-30/PSS-2017-74585
Ministry of Social Development and Poverty Reduction	292-30/MSD-2017-74586
Ministry of Tourism, Arts and Culture	292-30/TAC-2017-74587
Ministry of Transportation and Infrastructure	292-30/TRA-2017-74588

How to Request a Review with the
Office of the Information and Privacy Commissioner

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.

FOI Requests seeking file/folder names

From: Yonson, Neal CITZ:EX^{s.15}
s.15

To: s.22

Sent: January 31, 2018 4:25:38 PM PST

Attachments: Final Response Letter.pdf

Hi^{s.22}

Please see the attached letter regarding your requests seeking *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Cheers,

Neal Yonson | FOI Specialist

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378



ARCS: 292-30/see file list below

January 31, 2018

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 for:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

This request was directed to multiple public bodies. A full list of requests can be found below in Appendix A.

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Pursuant to section 6(2) of FOIPPA, the Ministry has fulfilled its duty to assist and is not required to create a record in response to your request. A complete copy of FOIPPA is available online at:

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

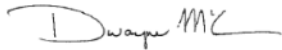
Your file is now closed.

.../2

If you have any questions regarding your request, please contact Neal Yonson, the analyst assigned to your request, at 778 698-2378. 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 778 698-2378.

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" with a stylized flourish at the end.

On behalf of Cindy Elbahir, Manager
Central Agency Team, Information Access Operations

Enclosures

Appendix A: List of Requests

Ministry	File Number
Ministry of Advanced Education, Skills and Training	292-30/AED-2017-74568
Ministry of Agriculture	292-30/AGR-2017-74569
Ministry of Attorney General	292-30/MAG-2017-74570
Ministry of Children and Family Development	292-30/CFD-2017-74571
Ministry of Citizens' Services	292-30/CTZ-2017-74572
Ministry of Education	292-30/EDU-2017-74573
Ministry of Energy, Mines and Petroleum Resources	292-30/EMP-2017-74574
Ministry of Environment and Climate Change Strategy	292-30/MOE-2017-74575
Ministry of Finance	292-30/FIN-2017-74576
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	292-30/FNR-2017-74577
Ministry of Health	292-30/HTH-2017-74578
Ministry of Indigenous Relations and Reconciliation	292-30/IRR-2017-74579
Ministry of Jobs, Trade and Technology	292-30/JTT-2017-74580
Ministry of Labour	292-30/LBR-2017-74581
Ministry of Mental Health and Addictions	292-30/MHA-2017-74582
Ministry of Municipal Affairs and Housing	292-30/MAH-2017-74583
Office of the Premier	292-30/OOP-2017-74584
Ministry of Public Safety and Solicitor General and Emergency Management BC	292-30/PSS-2017-74585
Ministry of Social Development and Poverty Reduction	292-30/MSD-2017-74586
Ministry of Tourism, Arts and Culture	292-30/TAC-2017-74587
Ministry of Transportation and Infrastructure	292-30/TRA-2017-74588

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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.

Re: SIGN OFF: CTZ-2017-74572 Due today JAN 31, 2018

From: Kot, Jill CITZ:EX <Jill.Kot@gov.bc.ca>
To: Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca>
Cc: Peddle, Jennifer CITZ:EX <Jennifer.Peddle@gov.bc.ca>, Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>, Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>
Sent: January 31, 2018 5:18:40 PM PST

Yes approved thanks

Sent from my iPhone

On Jan 31, 2018, at 4:18 PM, Molyneux, Jennifer CITZ:EX <Jennifer.Molyneux@gov.bc.ca> wrote:

Hi Jenn, Neal:
Jill has reviewed and verbally approved this FOI request.
Thanks.

From: Molyneux, Jennifer CITZ:EX
Sent: Wednesday, January 31, 2018 3:51 PM
To: Kot, Jill CITZ:EX
Cc: Cook, Jeannette CITZ:EX; Peddle, Jennifer CITZ:EX
Subject: FW: SIGN OFF: CTZ-2017-74572 Due today JAN 31, 2018
Importance: High

Hi Jill,
eApprovals is down and this is due today, so I'm sending via email. For your review/approval.
Thanks.

From: Peddle, Jennifer CITZ:EX
Sent: Wednesday, January 31, 2018 3:46 PM
To: Molyneux, Jennifer CITZ:EX
Subject: SIGN OFF: CTZ-2017-74572 Due today JAN 31, 2018
Importance: High

FOI REQUEST For review/approval

s.13

Legislated due date January 31, 2018

s.13

reviewed/approved by Shannon Russell, approval attached.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services

Ph: 250 387-2675 | e: MTIC.FOIRequests@gov.bc.ca | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

Re: FOI Requests seeking file/folder names

From: s.22
To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: February 2, 2018 11:28:52 AM PST

Hi Neal,
Thanks for the clarification.
Have a great weekend,

s.22

From: Yonson, Neal CITZ:EX
Sent: February 2, 2018 2:27 PM
To: s.22
Subject: RE: FOI Requests seeking file/folder names

s.22

Thanks for your questions. The computers themselves are not outside the scope of the Act. Our response was referencing the section of the legislation that sets out criteria for creating records where no records exist. In this case, Ministries would need to create records to respond fully to your request. In our view, Section 6(2) of the Act does not require the Ministry to create the requested records.

Cheers,
Neal Yonson | FOI Specialist
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: s.22
Sent: Thursday, February 1, 2018 11:26 AM
To: Yonson, Neal CITZ:EX
Subject: Re: FOI Requests seeking file/folder names

Hi Neal,
Thanks for following up on this.
Just curious - for this part of the response:
Please be advised that the records you requested cannot be created from a machine readable record in the custody or under the control of the public body using its normal computer hardware and software and technical expertise.
Is it because the computers themselves are considered outside the scope? Because it seems to be most computers have a "Print Screen" button/function, that would make this a pretty simple request to fulfill, at least from a technical point of view.
Or am I missing something here?

Thanks,

s.22

From: Yonson, Neal CITZ:EX
Sent: January 31, 2018 7:25 PM
To: s.22
Subject: FOI Requests seeking file/folder names
Hi s.22

Please see the attached letter regarding your requests seeking "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

Cheers,
Neal Yonson | FOI Specialist
Central Team, Information Access Operations

Page 041 of 234

Withheld pursuant to/removed as

s.13 ; s.14

FW: complaint to OIPC on x-gov request that my team processed on behalf of all public bodies

From: Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
To: Courcy, Danny CITZ:EX <Danny.Courcy@gov.bc.ca>
Cc: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: July 26, 2018 1:50:37 PM PDT
Attachments: Complaint - attachment includes all file numbers.pdf

Hi Danny. This email and attachment should be filed in the CL of each complaint file. Thanks!
CE

From: Elbahir, Cindy CITZ:EX
Sent: Thursday, July 26, 2018 1:46 PM
To: Vanzetta, Maxine CITZ:EX; Kane, Meghan M CITZ:EX; Bejcek, Ken CITZ:EX; Kukucska, Cindy L CITZ:EX; Onciul-Omelus, Jamie CITZ:EX
Cc: Hoskins, Chad CITZ:EX; Ghag, Kris CITZ:EX; Prodan, Matthew CITZ:EX; Yonson, Neal CITZ:EX
Subject: complaint to OIPC on x-gov request that my team processed on behalf of all public bodies
Hi everyone. You may have received questions from your clients about a complaint that appeared recently on their exec report. I apologize for not making you aware of it recently being entered into AXIS. The attached is a revised notice of complaint from the OIPC – **it includes all the file numbers.**

In short, this pertains to a x-gov (XGR-2017-74562) request received from a researcher back in December 2017. The request was for:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

You may recall that Neal Yonson on my team processed all of the associated requests. On January 31, 2018 the applicant was advised that the records he requested cannot be created from a machine readable record in the custody or under the control of the public body using its normal computer hardware and software and technical expertise. Pursuant to section 6(2) of FOIPPA, the Ministry had fulfilled its duty to assist and is not required to create a record in response to his request. The file was closed.

Subsequently the applicant complained (s.6 duty complaint) about that response to the OIPC – they consider the complaints opened on March 27th however IAO did not receive written correspondence from the OIPC until May I believe. Neal then had some back and forth with the OIPC about a couple of matters and on July 20th we received the attached letter.

As an Investigator has now been assigned, we are awaiting contact from her. Please let me know if you have any questions. **Neal will continue to be the point person, handling these complaints x-gov.** We will keep you posted as things progress.

Cindy

FW: complaint to OIPC on x-gov request that my team processed on behalf of all public bodies

From: Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
To: CITZ FOI Requests CITZ:EX <MTIC.FOIRequests@gov.bc.ca>, OOP FOI PREM:EX <OOP.FOI@gov.bc.ca>, FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
Cc: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>, Courcy, Danny CITZ:EX <Danny.Courcy@gov.bc.ca>
Sent: July 26, 2018 2:00:51 PM PDT

Hi Jennifer, Jackie and Jessica (my J gals!). FYI - please see below – you will note that I haven't included the attachment referenced below as it identifies the applicant. Apologies for not writing to you ahead of the complaint appearing on your exec report.

Danny – please file this email **only on the complaint files for:** CTZ-2017-74572, OOP-2017-74584 and FIN-2017-74576. Thanks!!!!

CE

From: Elbahir, Cindy CITZ:EX

Sent: Thursday, July 26, 2018 1:46 PM

To: Vanzetta, Maxine CITZ:EX; Kane, Meghan M CITZ:EX; Bejcek, Ken CITZ:EX; Kukucska, Cindy L CITZ:EX; Onciul-Omelus, Jamie CITZ:EX

Cc: Hoskins, Chad CITZ:EX; Ghag, Kris CITZ:EX; Prodan, Matthew CITZ:EX; Yonson, Neal CITZ:EX

Subject: complaint to OIPC on x-gov request that my team processed on behalf of all public bodies

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As an Investigator has now been assigned, we are awaiting contact from her. Please let me know if you have any questions. **Neal will continue to be the point person, handling these complaints x-gov.** We will keep you posted as things progress.

Cindy

From: [Ritchie, CJ CITZ:EX](#)
To: [Ryan, Louise CITZ:EX](#)
Cc: [Lee, Nicola CITZ:EX](#)
Subject: Re: for your 10:15 call with Kerry ACTION FOR GCIO eApprovals item 10465 DM DN SCREENSHOT
Date: Friday, April 26, 2019 9:09:19 AM

I am good with this

Sent from my iPhone
CJ Ritchie
Associate Deputy Minister and Government Chief Information Officer
Ministry of Citizens' Services

On Apr 26, 2019, at 9:07 AM, Ryan, Louise CITZ:EX <Louise.Ryan@gov.bc.ca> wrote:

Putting this top of the box for a quick prebrief call with Kerry , for your review / for approval of this note before it goes to DM , please note 3 options ../ ramifications etc ..

Louise

From: Ryan, Louise CITZ:EX
Sent: Thursday, April 25, 2019 10:50 AM
To: Ritchie, CJ CITZ:EX <CJ.Ritchie@gov.bc.ca>
Cc: Lee, Nicola CITZ:EX <Nicola.Lee@gov.bc.ca>
Subject: ACTION FOR GCIO eApprovals item 10465 DM DN SCREENSHOT

FOR REVIEW FOR APPROVAL, I WILL PRINT FOR MEETING

DECISION NOTE Advice to Deputy Minister

DATE: April 25, 2019

CLIFF#: XXXXX

ISSUE: Freedom of Information Requests for Screenshots of File Lists

BACKGROUND:

-
On December 15, 2017, all ministries received identical access to information requests for *"a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Lists of files located in these locations do not exist. The *Freedom of Information and Protection of Privacy Act* (the Act) requires a ministry to take all reasonable steps to

respond to an applicant, fully, accurately, and without delay. In certain situations, the Act requires a ministry to create a record for an applicant.

A ministry is not required to create a record to satisfy a request unless all of the following criteria are met:

1. The record can be created “from a machine readable record in the custody or control” of the ministry.
2. This can be done using the ministry’s “normal computer hardware and software and technical expertise”.
3. Doing so would not unreasonably interfere with ministry operations.

A ministry is not required to acquire equipment or software, or seek the expertise of an outside body or person to create a record from a machine readable record in its custody or under its control.

On January 31, 2018, ministries responded that records did not exist and would not be created to respond to these requests. This is consistent with responses to several other similar requests.

On March 27, 2018, the applicant complained to the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts have been unsuccessful and the next step in the OIPC complaint process would involve an inquiry with submissions made by both parties.

DISCUSSION:

Information Access Operations has been advised that it is not possible to create “lists” of the file names and folder names at these locations, using tools that currently exist on government devices. However, it may be possible to create such lists, using third-party software not currently available to ministries.

s.13

s.14

s.13

There are many other requests where ministries have created records, as required by the duty to assist provisions of the Act. These responses often involve compiling data that is available within a database into a record that can be provided to an applicant.

OPTIONS:

Option 1: Continue with the complaint process and proceed to inquiry.

Implications:
s.13

<!--[if !supportLists]-->• <!--[endif]-->s.14
s.14

s.13; s.14

RECOMMENDATION:

Option 1: Continue with the complaint process and proceed to inquiry.

_____/_____ _____ DECISION and SIGNATURE	_____ DATE SIGNED
Jill Kot Deputy Minister Ministry of Citizens' Services	

Contact: Kerry Pridmore, Assistant Deputy Minister and Chief Records Officer – 778-698-1591

From: MTIC eApprovals <DoNotReply@SP2010.gov.bc.ca>
Sent: Wednesday, April 24, 2019 3:31 PM
To: Ryan, Louise CITZ:EX <Louise.Ryan@gov.bc.ca>
Subject: *ALERT: Incoming Assignment - eApprovals item 10465

You have been sent an eApprovals Item by Van El, Wendy M CITZ:EX.

Cliff Number:
Other Number:
TRIM Number:

Topic: DN - Screenshot Inquiry
Date Final Due: 5/3/2019 12:00:00 AM
Last Action: Item Sent To

Comments:

For approval prior going to the DMO. Thanks Wendy

eApprovals Link:

<https://mticeapprovals.gov.bc.ca/prod/SitePages/activeItems.aspx>

Super User Link:

<https://mticeapprovals.gov.bc.ca/prod/SitePages/superUser.aspx>

Cliff Link:

<10465 DN DM SCREENSHOT INQUIRY.docx>

DECISION NOTE

Advice to Deputy Minister

DATE: May 7, 2019

CLIFF#: 111509

ISSUE: Freedom of Information Requests for Screenshots of File Lists

BACKGROUND:

On December 15, 2017, all ministries received identical access to information requests for *"a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Lists of files located in these locations do not exist. The *Freedom of Information and Protection of Privacy Act* (the Act) requires a ministry to take all reasonable steps to respond to an applicant, fully, accurately, and without delay. In certain situations, the Act requires a ministry to create a record for an applicant.

A ministry is not required to create a record to satisfy a request unless all of the following criteria are met:

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A ministry is not required to acquire equipment or software, or seek the expertise of an outside body or person to create a record from a machine readable record in its custody or under its control.

On January 31, 2018, ministries responded that records did not exist and would not be created to respond to these requests. This is consistent with responses to several other similar requests.

On March 27, 2018, the applicant complained to the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts have been unsuccessful and the next step in the OIPC complaint process would involve an inquiry with submissions made by both parties.

DISCUSSION:

Information Access Operations has been advised that it is not possible to create "lists" of the file names and folder names at these locations, using tools that currently exist on government devices. However, it may be possible to create such lists, using third-party software not currently available to ministries.

s.13

s.14

s.13

There are many other requests where ministries have created records, as required by the duty to assist provisions of the Act. These responses often involve compiling data that is available within a database into a record that can be provided to an applicant.

OPTIONS:

Option 1: Continue with the complaint process and proceed to inquiry.

Implications:
s.13

- s.14

s.13; s.14

s.13; s.14

RECOMMENDATION:

Option 1: Continue with the complaint process and proceed to inquiry.

Approved



May 7, 2019

DECISION and SIGNATURE

Jill Kot, Deputy Minister

DATE SIGNED

Contact: Kerry Pridmore, Assistant Deputy Minister and Chief Records Officer – 778-698-1591



File: 292-30/CTZ-2017-74572

March 17, 2021

Sent via email: s.22

s.22

s.22
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Further to our letter dated March 8, 2021, we estimated the cost to be \$ 2700. This is to acknowledge receipt of your payment in the amount of \$ 2700 received. We will now continue processing your request.

Your new due date is April 13, 2021.

If you have any questions regarding your request, please contact Neal Yonson, the analyst assigned to your request, at 778 698-2378. 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 778 698-2378.

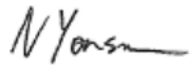
.../2

Ministry of Citizens' Services Information Access Operations

Mailing Address:
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:
www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

Sincerely,

A handwritten signature in black ink, appearing to read "N Yonson", with a stylized flourish at the end.

Neal Yonson, Team Lead
On behalf of Cindy Elbahir, Manager
Central Agency Team, Information Access Operations



File: 292-30/CTZ-2017-74572

April 12, 2021

s.22
Sent via email:

s.22

s.22
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. You requested:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Please be advised we normally respond to a request within 30 business days after its receipt. However, in limited circumstances this time limit may be extended under section 10 of FOIPPA, a copy of which is enclosed. A complete copy of FOIPPA is available online at:

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

Your request requires consultation with a third party or other public body. We are extending the legislated due date by an additional 30 business days which will allow the Ministry to provide you with a complete response to your request. Therefore, the new response due date is now May 26, 2021. We will respond sooner if possible.

If you have any questions regarding your request, please contact Neal Yonson, the analyst assigned to your request, at 778 698-2378. 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 778 698-2378.

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.

.../2

Ministry of Citizens' Services

Information Access Operations

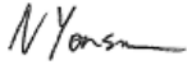
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Neal Yonson, Team Lead
On behalf of Cindy Elbahir, Manager
Central Agency Team, Information Access Operations

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.

Extending the time limit for responding

10 (1) The head of a public body may extend the time for responding to a request for up to 30 days if one or more of the following apply:

- (a) the applicant does not give enough detail to enable the public body to identify a requested record;
- (b) a large number of records are requested or must be searched and meeting the time limit would unreasonably interfere with the operations of the public body;
- (c) more time is needed to consult with a third party or other public body before the head can decide whether or not to give the applicant access to a requested record.
- (d) the applicant has consented, in the prescribed manner, to the extension.

(2) In addition to the authority under subsection (1), with the permission of the commissioner, the head of a public body may extend the time for responding to a request as follows:

- (a) if one or more of the circumstances described in subsection (1) (a) to (d) apply, for a period of longer than the 30 days permitted under that subsection;
- (b) if the commissioner otherwise considers that it is fair and reasonable to do so, as the commissioner considers appropriate.

(3) If the time for responding to a request is extended under this section, the head of the public body must tell the applicant

- (a) the reason for the extension,
- (b) when a response can be expected, and
- (c) in the case of an extension under subsection (1) (a) to (c), that the applicant may complain about the extension under section 42 (2) (b) or 60 (1) (a).



File: 292-30/CTZ-2017-74572

March 8, 2021

s.22

Sent via email:

s.22

Dear^{s.22}

Re: Request for Access to Records – Fee Estimate
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Pursuant to OIPC order F21-07, issued February 17, 2021, the OIPC has determined that government is required to create the requested records. Although your request was directed to multiple public bodies (see list in Appendix A), the Ministry of Citizens' Services, through the Office of the Chief Information Officer (OCIO), would be in a position to produce records on behalf of the public bodies to which this request was directed. Therefore, the requests have been amalgamated to be responded to under this one request number.

Due to the need for the OCIO to create these records, the Ministry has estimated a fee of \$2700, calculated as per the attached Fee Summary. The fee is comprised of an estimated 90 hours for the technical development work required to create two programs, one to produce lists from network drives, and another to produce lists from devices.

Your request has been placed on hold; you have **20 business days** to respond to this letter. If we do not hear from you by **April 7, 2021**, we will consider your request abandoned and close the file.

.../2

Ministry of Citizens' Services

Information Access Operations

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PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:

www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

Section 75(1) of FOIPPA provides that we may charge a fee for certain limited costs of processing your request. However, the first three hours to search for records and any time spent reviewing and/or severing information from the records is not charged to you. A copy of section 75 is enclosed for your reference. A complete copy of FOIPPA is available online at:

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

There are three options to respond, detailed below.

1 - NARROW YOUR REQUEST TO REDUCE FEES

Restricting the scope of the request only to certain types of electronic devices may result in a reduced fee estimate.

2 - PAY THE FEE ESTIMATE

Due to the amount of the estimate, we will require a deposit in the amount of \$1350.00. Where a balance of fees is owed, payment must be received prior to the release of the records. We will notify you if a balance is due. Your request will be placed on hold pending receipt of final payment.

Please send a cheque or money order made payable to the Minister of Finance, quote your file number and mail it to:

Attn: Neal Yonson
Information Access Operations
Ministry of Citizens' Services
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

To pay by credit card, please call 250 387-1321. VISA, Master Card and Amex are accepted. You will need to have your request number and payment amount ready. Credit card payments will appear on your statement as "QP Bookstore". If applicable, fee refunds are paid by cheque and are not credited back to the payment card.

Upon receipt of payment, we will resume processing your request. All reasonable efforts have been made to generate an accurate estimate.

You will be required to pay the actual cost whether it is higher or lower than the estimate. If it appears that the actual cost of processing the request will be different than the original fee estimate, we may issue a revised estimate.

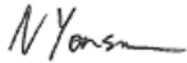
3 - REQUEST A FEE WAIVER

In certain circumstances fees may be partially or entirely waived. We have enclosed a Fee Waiver Information Sheet for your convenience.

If you have any questions regarding your request, please contact Neal Yonson at 778 698-2378. 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 778 698-2378.

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 'N Yonson'.

Neal Yonson, Team Lead
On behalf of Cindy Elbahir , Manager
Central Agency Team, Information Access Operations

Enclosures

Appendix A: List of Requests

Ministry	File Number
Ministry of Advanced Education, Skills and Training	292-30/AED-2017-74568
Ministry of Agriculture	292-30/AGR-2017-74569
Ministry of Attorney General	292-30/MAG-2017-74570
Ministry of Children and Family Development	292-30/CFD-2017-74571
Ministry of Citizens' Services	292-30/CTZ-2017-74572
Ministry of Education	292-30/EDU-2017-74573
Ministry of Energy, Mines and Petroleum Resources	292-30/EMP-2017-74574
Ministry of Environment and Climate Change Strategy	292-30/MOE-2017-74575
Ministry of Finance	292-30/FIN-2017-74576
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	292-30/FNR-2017-74577
Ministry of Health	292-30/HTH-2017-74578
Ministry of Indigenous Relations and Reconciliation	292-30/IRR-2017-74579
Ministry of Jobs, Trade and Technology	292-30/JTT-2017-74580
Ministry of Labour	292-30/LBR-2017-74581
Ministry of Mental Health and Addictions	292-30/MHA-2017-74582
Ministry of Municipal Affairs and Housing	292-30/MAH-2017-74583
Office of the Premier	292-30/OOP-2017-74584
Ministry of Public Safety and Solicitor General and Emergency Management BC	292-30/PSS-2017-74585
Ministry of Social Development and Poverty Reduction	292-30/MSD-2017-74586
Ministry of Tourism, Arts and Culture	292-30/TAC-2017-74587
Ministry of Transportation and Infrastructure	292-30/TRA-2017-74588

Fees

75 (1) The head of a public body may require an applicant who makes a request under section 5 to pay to the public body fees for the following services:

- (a) locating, retrieving and producing the record;
- (b) preparing the record for disclosure;
- (c) shipping and handling the record;
- (d) providing a copy of the record.

(2) An applicant must not be required under subsection (1) to pay a fee for

- (a) the first 3 hours spent locating and retrieving a record, or
- (b) time spent severing information from a record.

(3) Subsection (1) does not apply to a request for the applicant's own personal information.

(4) If an applicant is required to pay a fee for services under subsection (1), the head of the public body

- (a) must give the applicant a written estimate of the total fee before providing the service, and
- (b) may require the applicant to pay a deposit in the amount set by the head of the public body.

(5) If the head of a public body receives an applicant's written request to be excused from paying all or part of the fees for services, the head may excuse the applicant if, in the head's opinion,

- (a) the applicant cannot afford the payment or for any other reason it is fair to excuse payment, or
- (b) the record relates to a matter of public interest, including the environment or public health or safety.

(5.1) The head of a public body must respond under subsection (5) in writing and within 20 days after receiving the request.

(6) The fees that prescribed categories of applicants are required to pay for services under subsection (1) may differ from the fees other applicants are required to pay for them, but may not be greater than the actual costs of the services.

Fee Waiver Information Sheet

You have the right to request a fee waiver. Section 75(5) of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) sets out the rules regarding when a fee waiver may be granted by a public body. If you decide to request a fee waiver, you bear the burden of proof to establish that a waiver should be granted. You must demonstrate that:

- You cannot afford the payment or for any other reason it is fair to excuse payment, or
- The record relates to a matter of public interest, including the environment or public health or safety.

Please send your fee waiver request in writing and provide detailed evidence and reasons to support your case. You may mail or email this information to the analyst processing your request. Their contact information is provided in the body of the letter.

The Ministry will consider these factors when assessing whether or not to grant a fee waiver request:

1. Inability to pay:

In order for the head of a public body to consider waiving or reducing the fee for reasons of inability to pay, you must provide sufficient evidence to allow the public body to make a fair determination. Sufficient evidence could include a financial statement, pay stub, bank statement or Canada Revenue Agency Notice of Assessment. (Commissioner's Order 79-1996 and 2001-04).

2. Public Interest:

In order for the head of a public body to consider waiving or reducing the fee because the records relate to a matter of public interest, you must provide sufficient evidence in support of the following factors:

- Has the information been the subject of recent public debate?
- Does the subject matter of the record relate directly to the environment, public health, or safety?
- Would dissemination of the information yield a public benefit by
 - Disclosing an environmental, public health or safety concern
 - Contributing meaningfully to the development or understanding of an important environmental, health, or safety issue, or
 - Assisting public understanding of an important policy, law, program, or service?
- Do the records show how the public body is allocating financial or other resources?

If the head decides that the records do relate to a matter of public interest, then he or she must then determine whether you should be excused from paying all or part of the estimated fees. Factors that should be considered would include:

- Is your primary purpose to disseminate information in a way that could reasonably be expected to benefit the public, or to serve a private interest?
- Are you able to disseminate the information to the public?

If your primary purpose is to serve a private interest, then the head may be justified in refusing to waive fees, even where he or she is of the opinion that the records do relate to a matter of public interest. (Commissioner's Order 155-1997).

<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.



File: 292-30/CTZ-2017-74572

May 26, 2021

Sent via email: s.22

s.22

s.22
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Some information has been withheld pursuant to sections 12 (Cabinet and local public body confidences), 15 (Disclosure harmful to law enforcement), 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

Your file is now closed.

The records located in response to your request will be delivered through the BC Secure File Transfer Service. Separate emails will follow from the BC SFT Notification Service directing you how to set up an account and where to obtain your records. A guide for using the SFTS is enclosed for your convenience.

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

.../2

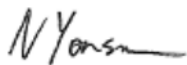
Ministry of Citizens' Services Information Access Operations Mailing Address:
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If you have any questions regarding your request, please contact Neal Yonson, the analyst assigned to your request, at 778 698-2378. This number can be reached toll-free by calling from Vancouver, 604 660-2421, or from elsewhere in BC, 1 800 663-7867 and asking to be transferred to 778 698-2378.

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 'N Yonson'.

Neal Yonson, Team Lead
On behalf of Cindy Elbahir, Manager
Central Agency Team, Information Access Operations

Enclosures

BC Government Secure File Transfer Service

Information Access Operations Ad-Hoc User Guide

Returning Users

If you are a returning user, please use your existing username and password. Passwords expire after 90 days. You can update your password at anytime.

New Users

Your records are provided to you via the Secure File Transfer Service (SFTS). You will need to setup a User Account to access to the STFS site.

You must log in to your temporary SFTS account within 7 days. After 7 days, your temporary SFTS account will expire and will no longer be accessible. If you are no longer able to access your account or records, please contact the FOI Analyst identified in your Response Letter for assistance.

Email Communication

1. The first email has your Response Letter attached.
 - This email is from the FOI Analyst at Information Access Operations who processed your file.
 - If your records are password protected, the response letter will contain your **password to open your records**.
2. The second email is the *New Package is Waiting* notification email.
 - This email will be received at the same time as the third email.
 - A hyperlink to the SFTS is contained in this email.
3. The third email is the *New User Account for the BC Secure File Transfer Service*
 - This email is sent only to users who are required to setup a STFS User Account.
 - If you are an existing user and your account is still active, you will not receive this email.
 - This email contains the following:
 - a **Hyperlink** to the SFTS site
 - a **Username** to access the SFTS site
 - a **temporary Password** to access the SFTS site
 - If you are unable to locate this email, please check your junk/spam folder. It is from BC Secure File Transfer Notification Service <DONOTREPLY>@gov.bc.ca.

Accessing Your Records

1. Setup your SFTS account.
 - Click on the URL hyperlink provided in your third email.
 - You will be redirected to the SFTS site.
 - If you are not redirected to SFTS site, it is accessible at: filetransfer.gov.bc.ca.

2. Enter your *Username* and *Password*.
 - These are provided in your third email.
3. Change your SFTS account password.
 - You will be required to do this as soon as you login.
 - Follow the instructions provided to you after you login to SFTS for the first time.
 - After you change your password, select "Finish." This will redirect you to your STFS Inbox.
4. Your records are now accessible.
 - Records will be available in SFTS for 35 days.
 - You can download your records up to 5 times.
 - To download your records:
 - Click on the records package
 - Click on the *Download* button beside the file(s)
 - If your records are password protected, you will require a password to open the pdf document.
 - *The password to open the pdf is located in your first email's Response Letter.*
 - It is recommended that you download and save your records so you do not have to return to the SFTS each time to view.
5. If your records are password protected, please consult your .pdf software's user manual on how to remove the password/encryption.

Troubleshooting

- If the hyperlink to the SFTS site does not open, try to access the site on a different web browser such as Chrome, or Firefox or Safari.
- Your temporary SFTS account expires after 7 days unless the account is logged into again or receives a new package. Your account will be deleted 7 days after it has been marked as expired. Once it is deleted, you will need to have a new ad-hoc account created - contact the FOI Analyst identified in the response letter.
- If you have forgotten your password but your account is still active:
 - You can use the "Request a password change" link on the Login page.
 - An email will be sent to you providing you the URL to confirm the password change.
 - Passwords expire after 90 days.
- If you encounter technical issues, please call the technical support line at 250-387-7000 and select option 3. You will need to advise the representative that you are requesting assistance as an ad-hoc user of the BC Secure File Transfer Service.

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File: 292-30/CTZ-2017-74572

DATE

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.../2

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On behalf of Cindy Elbahir, Manager
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Enclosures

BC Government Secure File Transfer Service

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 - Click on the *Download* button beside the file(s)
 - If your records are password protected, you will require a password to open the pdf document.
 - *The password to open the pdf is located in your first email's Response Letter.*
 - It is recommended that you download and save your records so you do not have to return to the SFTS each time to view.
5. If your records are password protected, please consult your .pdf software's user manual on how to remove the password/encryption.

Troubleshooting

- If the hyperlink to the SFTS site does not open, try to access the site on a different web browser such as Chrome, or Firefox or Safari.
- Your temporary SFTS account expires after 7 days unless the account is logged into again or receives a new package. Your account will be deleted 7 days after it has been marked as expired. Once it is deleted, you will need to have a new ad-hoc account created - contact the FOI Analyst identified in the response letter.
- If you have forgotten your password but your account is still active:
 - You can use the "Request a password change" link on the Login page.
 - An email will be sent to you providing you the URL to confirm the password change.
 - Passwords expire after 90 days.
- If you encounter technical issues, please call the technical support line at 250-387-7000 and select option 3. You will need to advise the representative that you are requesting assistance as an ad-hoc user of the BC Secure File Transfer Service.

<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.

Fw: Your FOI Requests re: File/Folder Lists

From: s.22
To: Neal.Yonson@gov.bc.ca, Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: March 1, 2021 10:34:28 AM PST
Attachments: image001.jpg

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Neal,
I'm thinking Matthew has moved on
Any idea who I should talk to about these requests now that the Commissioner has ruled?
Thanks,
s.22

From: s.22
Sent: February 25, 2021 1:04 PM
To: Prodan, Matthew CITZ:EX
Subject: Re: Your FOI Requests re: File/Folder Lists

Hi Matthew,
Not sure this is even your department any more - it's been a while
Anyways, you may be aware, the Commissioner issued a ruling on these
Was wondering if you might have any idea of who I could ask about what the next step would be?
Thanks,
s.22

From: Prodan, Matthew CITZ:EX
Sent: January 31, 2018 7:39 PM
To: s.22
Subject: Your FOI Requests re: File/Folder Lists

Hi s.22

Thanks for your time on the phone earlier today.

I understand that you should have now received the formal response to the following FOI request directed to all Ministries:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State

In addition to this request, you submitted 3 additional requests to all Ministries for (originals attached):

- 1) A list of all applications downloaded to all electronic devices used by the Premier/Minister/Minister of State
- 2) A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Deputy Minister
- 3) A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Assistant Deputy Minister (if such a position exists)

As discussed – the response to these 3 requests will be the same as the original request you submitted in December - specifically that no records exist, and that there is no obligation to create such a record.

Can you confirm that you agree to cancel the above 3 requests?

Thanks,

Matt

Matthew Prodan | A/Manager Consolidated Intake and Open Information | Information Access Operations | **Ph:** (250) 387-3411
| **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



INFORMATION
ACCESS OPERATIONS
MINISTRY OF FINANCE



INFORMATION
ACCESS OPERATIONS
MINISTRY OF FINANCE

RE: DM DN - FOI Requests for Lists of Files on Electronic Devices

From: Jeannette.Cook@gov.bc.ca
To: Garneau, Tanya CITZ:EX <Tanya.Garneau@gov.bc.ca>
Cc: Pridmore, Kerry CITZ:EX <Kerry.Pridmore@gov.bc.ca>
Sent: March 4, 2021 1:28:29 PM PST

Hi - I don't know if Shauna saw it, she made no mention. I have sent to CJ for approval.

Thanks for flagging.
JC

From: Garneau, Tanya CITZ:EX <Tanya.Garneau@gov.bc.ca>
Sent: March 4, 2021 1:20 PM
To: Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>
Cc: Pridmore, Kerry CITZ:EX <Kerry.Pridmore@gov.bc.ca>
Subject: DM DN - FOI Requests for Lists of Files on Electronic Devices
Importance: High

Hi Jeannette – we are wondering ^{s.22} if CJ is able to approve the [DM Decision note on FOI Requests for Lists of Files on Electronic Devices](#) on Shauna's behalf?
It is of time-sensitive nature, so we are hoping it can be approved if possible.

Know that Kerry sent the note to Shauna on Monday via email as requested by her, so she did get a chance to see the note ^{s.22}

Tanya Garneau
Manager of Divisional Operations
Citizens' Services – CIRMO
(250)880-3469

DECISION NOTE

Advice to Deputy Minister

DATE: March 1, 2021

CLIFF#: 114737

ISSUE: Freedom of Information Requests for Lists of Files on Electronic Devices

BACKGROUND:

On December 15, 2017, all ministries received identical access to information requests for *"a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Lists of files located in these locations do not exist. The *Freedom of Information and Protection of Privacy Act* (the Act) requires a ministry to take all reasonable steps to respond to an applicant, fully, accurately, and without delay. In certain situations, the Act's duty to assist requires a ministry to create a record for an applicant.

On January 31, 2018, ministries responded that records did not exist and would not be created to respond to these requests. This was consistent with responses to several other similar requests.

On March 27, 2018, the applicant complained to the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts were unsuccessful, so the matter proceeded to a formal Inquiry. The resulting OIPC order, issued February 17, 2021, requires all ministries to create the records requested by the applicant.

DISCUSSION:

s.14

s.13; s.14

s.13; s.14

s.13

OPTIONS:

Option 1: Charge a fee as permitted by the Act and the requests will be put on-hold while the applicant considers whether to pay, ask for a fee waiver in the public interest, or complain to the OIPC.

s.13

RECOMMENDATION:

Option 1: IAO will charge a fee as permitted by the Act and the requests will be put on-hold while the applicant considers whether to pay, ask for a fee waiver in the public interest, or complain to the OIPC

(please circle)

APPROVED

NOT APPROVED

OPTION 1



CJ Ritchie
A/Deputy Minister

March 4, 2021

Date

Attachment: OIPC Order F21-07

Contact: Kerry Pridmore, Assistant Deputy Minister and Chief Records Officer, 778-698-1591

RE: FOI Requests seeking file/folder names

From: Neal.Yonson@gov.bc.ca
To: s.22
Sent: March 4, 2021 4:19:30 PM PST
Hi s.22

Not sure yet myself but I'll ask around s.14 . I did read the order though and also didn't come away with total clarity about what to do - what is your interpretation of what the Commissioner's office intended to happen next?

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: s.22
Sent: March 3, 2021 9:24 AM
To: Yonson, Neal CITZ:EX
Subject: Re: FOI Requests seeking file/folder names

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Neal,

As you're probably aware, the Commissioner's office issued a ruling on this one.

Can I ask what the next steps will be now to proceed with the requests?

Thanks,

s.22

From: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: January 31, 2018 7:25 PM
To: s.22
Subject: FOI Requests seeking file/folder names

Hi s.22

Please see the attached letter regarding your requests seeking "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

Cheers,
Neal Yonson | FOI Specialist
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

RE: CTZ-2017-74572 draft fee letter

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Cc: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 1:50:26 PM PST
Attachments: CTZ-2017-74572 Fee estimate Draft.docx

Thanks again for the chat earlier about the letter Neal.

We've made some additional revisions based on your feedback – please see attached.

The fee is approved to be issued – if you can get this out before end of day that would be great.

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Prodan, Matthew CITZ:EX
Sent: March 8, 2021 10:21 AM
To: Yonson, Neal CITZ:EX
Cc: Kukucska, Cindy L CITZ:EX
Subject: RE: CTZ-2017-74572 draft fee letter

Hi Neal,

Attached is the letter with our edits. Once the dates are filled in this should be good to go, if we can get this out later this morning that would be great.

Thanks for your help on this!

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: March 5, 2021 3:27 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: CTZ-2017-74572 draft fee letter

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378



File: 292-30/CTZ-2017-74572

DATE

Sent via email: s.22

s.22

s.22
Dear

Re: Request for Access to Records – Fee Estimate
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Pursuant to OIPC order F21-07, issued February 17, 2021, the OIPC has determined that government is required to create the requested records. Although your request was directed to multiple public bodies (see list in Appendix A), the Ministry of Citizens' Services, through the Office of the Chief Information Officer (OCIO), would be in a position to produce records on behalf of the public bodies to which this request was directed. Therefore, the requests have been amalgamated to be responded to under this one request number.

Due to the need for the OCIO to create these records, the Ministry has estimated a fee of \$2700, calculated as per the attached Fee Summary. The fee is comprised of an estimated 90 hours for the technical development work required to create two programs, one to produce lists from network drives, and another to produce lists from devices.

Your request has been placed on hold; you have **20 business days** to respond to this letter. If we do not hear from you by **Date**, we will consider your request abandoned and close the file.

.../2

Ministry of Citizens' Services

Information Access Operations

Mailing Address:

PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:

www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

Section 75(1) of FOIPPA provides that we may charge a fee for certain limited costs of processing your request. However, the first three hours to search for records and any time spent reviewing and/or severing information from the records is not charged to you. A copy of section 75 is enclosed for your reference. A complete copy of FOIPPA is available online at:

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

There are three options to respond, detailed below.

1 - NARROW YOUR REQUEST TO REDUCE FEES

Restricting the scope of the request only to certain types of electronic devices may result in a reduced fee estimate.

2 - PAY THE FEE ESTIMATE

Due to the amount of the estimate, we will require a deposit in the amount of \$1350.00. Where a balance of fees is owed, payment must be received prior to the release of the records. We will notify you if a balance is due. Your request will be placed on hold pending receipt of final payment.

Please send a cheque or money order made payable to the Minister of Finance, quote your file number and mail it to:

Attn: Neal Yonson
Information Access Operations
Ministry of Citizens' Services
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

To pay by credit card, please call 250 387-1321. VISA, Master Card and Amex are accepted. You will need to have your request number and payment amount ready. Credit card payments will appear on your statement as "QP Bookstore". If applicable, fee refunds are paid by cheque and are not credited back to the payment card.

Upon receipt of payment, we will resume processing your request. All reasonable efforts have been made to generate an accurate estimate.

You will be required to pay the actual cost whether it is higher or lower than the estimate. If it appears that the actual cost of processing the request will be different than the original fee estimate, we may issue a revised estimate.

3 - REQUEST A FEE WAIVER

In certain circumstances fees may be partially or entirely waived. We have enclosed a Fee Waiver Information Sheet for your convenience.

If you have any questions regarding your request, please contact Neal Yonson at 778 698-2378. 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 778 698-2378.

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,

Neal Yonson, Team Lead
On behalf of Cindy Elbahir , Manager
Central Agency Team, Information Access Operations

Enclosures

Appendix A: List of Requests

Ministry	File Number
Ministry of Advanced Education, Skills and Training	292-30/AED-2017-74568
Ministry of Agriculture	292-30/AGR-2017-74569
Ministry of Attorney General	292-30/MAG-2017-74570
Ministry of Children and Family Development	292-30/CFD-2017-74571
Ministry of Citizens' Services	292-30/CTZ-2017-74572
Ministry of Education	292-30/EDU-2017-74573
Ministry of Energy, Mines and Petroleum Resources	292-30/EMP-2017-74574
Ministry of Environment and Climate Change Strategy	292-30/MOE-2017-74575
Ministry of Finance	292-30/FIN-2017-74576
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	292-30/FNR-2017-74577
Ministry of Health	292-30/HTH-2017-74578
Ministry of Indigenous Relations and Reconciliation	292-30/IRR-2017-74579
Ministry of Jobs, Trade and Technology	292-30/JTT-2017-74580
Ministry of Labour	292-30/LBR-2017-74581
Ministry of Mental Health and Addictions	292-30/MHA-2017-74582
Ministry of Municipal Affairs and Housing	292-30/MAH-2017-74583
Office of the Premier	292-30/OOP-2017-74584
Ministry of Public Safety and Solicitor General and Emergency Management BC	292-30/PSS-2017-74585
Ministry of Social Development and Poverty Reduction	292-30/MSD-2017-74586
Ministry of Tourism, Arts and Culture	292-30/TAC-2017-74587
Ministry of Transportation and Infrastructure	292-30/TRA-2017-74588

Fees

75 (1) The head of a public body may require an applicant who makes a request under section 5 to pay to the public body fees for the following services:

- (a) locating, retrieving and producing the record;
- (b) preparing the record for disclosure;
- (c) shipping and handling the record;
- (d) providing a copy of the record.

(2) An applicant must not be required under subsection (1) to pay a fee for

- (a) the first 3 hours spent locating and retrieving a record, or
- (b) time spent severing information from a record.

(3) Subsection (1) does not apply to a request for the applicant's own personal information.

(4) If an applicant is required to pay a fee for services under subsection (1), the head of the public body

- (a) must give the applicant a written estimate of the total fee before providing the service, and
- (b) may require the applicant to pay a deposit in the amount set by the head of the public body.

(5) If the head of a public body receives an applicant's written request to be excused from paying all or part of the fees for services, the head may excuse the applicant if, in the head's opinion,

- (a) the applicant cannot afford the payment or for any other reason it is fair to excuse payment, or
- (b) the record relates to a matter of public interest, including the environment or public health or safety.

(5.1) The head of a public body must respond under subsection (5) in writing and within 20 days after receiving the request.

(6) The fees that prescribed categories of applicants are required to pay for services under subsection (1) may differ from the fees other applicants are required to pay for them, but may not be greater than the actual costs of the services.

Fee Waiver Information Sheet

You have the right to request a fee waiver. Section 75(5) of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) sets out the rules regarding when a fee waiver may be granted by a public body. If you decide to request a fee waiver, you bear the burden of proof to establish that a waiver should be granted. You must demonstrate that:

- You cannot afford the payment or for any other reason it is fair to excuse payment, or
- The record relates to a matter of public interest, including the environment or public health or safety.

Please send your fee waiver request in writing and provide detailed evidence and reasons to support your case. You may mail or email this information to the analyst processing your request. Their contact information is provided in the body of the letter.

The Ministry will consider these factors when assessing whether or not to grant a fee waiver request:

1. Inability to pay:

In order for the head of a public body to consider waiving or reducing the fee for reasons of inability to pay, you must provide sufficient evidence to allow the public body to make a fair determination. Sufficient evidence could include a financial statement, pay stub, bank statement or Canada Revenue Agency Notice of Assessment. (Commissioner's Order 79-1996 and 2001-04).

2. Public Interest:

In order for the head of a public body to consider waiving or reducing the fee because the records relate to a matter of public interest, you must provide sufficient evidence in support of the following factors:

- Has the information been the subject of recent public debate?
- Does the subject matter of the record relate directly to the environment, public health, or safety?
- Would dissemination of the information yield a public benefit by
 - Disclosing an environmental, public health or safety concern
 - Contributing meaningfully to the development or understanding of an important environmental, health, or safety issue, or
 - Assisting public understanding of an important policy, law, program, or service?
- Do the records show how the public body is allocating financial or other resources?

If the head decides that the records do relate to a matter of public interest, then he or she must then determine whether you should be excused from paying all or part of the estimated fees. Factors that should be considered would include:

- Is your primary purpose to disseminate information in a way that could reasonably be expected to benefit the public, or to serve a private interest?
- Are you able to disseminate the information to the public?

If your primary purpose is to serve a private interest, then the head may be justified in refusing to waive fees, even where he or she is of the opinion that the records do relate to a matter of public interest. (Commissioner's Order 155-1997).

<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.

Fee Summary



PO Box 9569 STN PROV GOVT
Victoria, BC V8W 9K1

Requester Details

s.22

Requester Invoice

Request No : CTZ-2017-74572
Invoice No : 00000005716
Invoice Date : 03/08/2021
Requester Name s.22

Fee Item	Quantity	Unit (\$)	Extended (\$)	Auto Waived	Waived Value	Charged (\$)
				(\$)	(\$)	
Producing a Record	90.00	\$30.00	\$2,700.00	\$0.00	\$0.00	\$2,700.00
Total Amount						\$2,700.00
Amount Paid						\$0.00
Balance Due						\$2,700.00

Request Description

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Invoice Memo

You have 20 business days to respond to this fee statement or your file will be closed as Abandoned.
If the total estimate is over \$200 you are only required to pay a 50% deposit, otherwise you are required to pay the full amount.



Memorandum

Ministry of Citizens' Services

Ref: 114829
Date: March 15, 2021
To: All Ministers
cc: Deputy Ministers
Re: FOI Request for Ministers' File Folders

I am writing to provide you an update on a Freedom of Information (FOI) request for "*a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

This request was received by government in 2017 and ministries originally responded that records did not exist and would not be created to respond to these requests. This was consistent with responses to several other similar requests.

On March 27, 2018, the applicant contacted the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts were unsuccessful, and the matter proceeded to a formal Inquiry. The resulting OIPC order, issued February 17, 2021, requires all ministries to create the records requested by the applicant.

This work will require some technical effort, and as permitted under the *Freedom of Information and Protection of Privacy Act* (FOIPPA) a fee estimate has been issued to the applicant. The request will not proceed until the estimate has been paid, though the records must still be created to be compliant with the order.

In an effort to reduce the impact on individual offices, Citizens' Services will develop a process that will compile this information from the primary device for each Minister and Minister of State. This is consistent with the approach outlined in government's submission to the OIPC and the basis for the fee estimate sent to the applicant.

Should the request proceed, the records will be reviewed to ensure that confidential information, including personal information is withheld. There will be an opportunity for each ministry to review their records before they are released.

.../2

I will keep you informed as this request proceeds and if you have any questions, please feel free to reach out Shauna Brouwer (Shauna.Brouwer@gov.bc.ca), Deputy Minister for Citizens' Services.

Thank you,

Lisa Beare
Minister

Credit Card Payment Authorization

Please send completed forms securely to finance as per PCI standards

1A0

Customer Number	Order Number	Order Date
		Jan 14

Billing Document(s) - Finance

CTZ-2017-74572

QUEENS PRINTER BOOK ST
563 SUPERIOR ST. V8W9V7
VICTORIA BC
22108928
GH2210892802

Name as it appears on Card / Customer's Name if different

s.22

**** PURCHASE ****

03-17-2021 09:28:51

Acct # s.22

Card Type MC

Phone Number where the card holder can be reached / fax number if available

Trace # 3872

Inv. # 4253

Auth # 097623

RRN 001733001

CVD Resp Y

Total \$2,700.00

Email address if available

(001) APPROVED-THANK YOU

FOI Requests@ gov. bc. ca

Retain this copy for your records
Customer copy

Please bill my:

Visa

☐

Mastercard

☒

Amex

☐

Total Amount \$

2,700.00

Staff Signature

CTB

Date Processed

Jan 17

Please send receipt by:

Fax

☐

Email

☒

Mail

☐

Fees Paid (CTZ-2017-74572)

From: Richard.Webster@gov.bc.ca
To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: March 17, 2021 10:33:24 AM PDT

Fees in the amount of 2700.00 rec'd on 03/17/2021 via CC

Richard Webster

Personals Intake | Information Access Operations | Ministry of Citizens' Services

Ph: 778-698-5939 | **e:** richard.webster@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

CTZ-2017-74572 - Fees paid, request re-activated

From: Neal.Yonson@gov.bc.ca
To: CITZ FOI Requests CITZ:EX <CITZ.FOIRequests@gov.bc.ca>
Sent: March 17, 2021 12:40:34 PM PDT

Hello,

Please be aware that fees of \$2,700 have been paid in connection with this request. The file has therefore been taken off hold and the revised LDD is **April 13, 2021**. I believe the next steps are for the OCIO to generate records on behalf of all ministries.

Cheers,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

MIN Memo

From: Holly.Hubley@gov.bc.ca
To: Minister, EMLI EMLI:EX <EMLI.Minister@gov.bc.ca>, Minister, LBR LBR:EX <LBR.Minister@gov.bc.ca>, Minister, SDPR SDPR:EX <SDPR.Minister@gov.bc.ca>, Transportation, Minister TRAN:EX <Minister.Transportation@gov.bc.ca>, Minister, TACS TACS:EX <TACS.Minister@gov.bc.ca>, Minister, MUNI MUNI:EX <MUNI.Minister@gov.bc.ca>, Minister, PSSG PSSG:EX <PSSG.Minister@gov.bc.ca>, Minister, MMHA MMHA:EX <MMHA.Minister@gov.bc.ca>, Health, HLTH HLTH:EX <HLTH.Health@gov.bc.ca>, Minister, JERI JERI:EX <JERI.Minister@gov.bc.ca>, Minister, TRD JERI:EX <trd.minister@gov.bc.ca>, Minister, IRR IRR:EX <IRR.Minister@gov.bc.ca>, Minister, FIN FIN:EX <FIN.Minister@gov.bc.ca>, Minister, FLNR FLNR:EX <FLNR.Minister@gov.bc.ca>, Minister, ENV ENV:EX <ENV.Minister@gov.bc.ca>, Minister, AG AG:EX <AG.Minister@gov.bc.ca>, CC Minister MCF:EX <CC.Minister@gov.bc.ca>, Minister, EDUC EDUC:EX <EDUC.Minister@gov.bc.ca>, Minister, MCF MCF:EX <MCF.Minister@gov.bc.ca>, Minister, AEST AEST:EX <AEST.Minister@gov.bc.ca>, Minister, AFF AFF:EX <AFF.Minister@gov.bc.ca>, OfficeofthePremier, Office PREM:EX <Premier@gov.bc.ca>
Cc: BCPSA Agency DMC Admin & Operational Support <PSADMAS@Victoria1.gov.bc.ca>, BCPSA Agency DMC List <PSADM@Victoria1.gov.bc.ca>
Sent: March 18, 2021 3:15:56 PM PDT
Attachments: MIN Memo - FOI Request for File Lists.docx

Good afternoon,

Please find attached a letter from Minister Lisa Beare.

Thank you.

Honourable Lisa Beare's Office | Minister of Citizens' Services
Parliament Buildings
Ph: 250-387-9699

*As of May 4, 2020 amendments to the Lobbyists Transparency Act has come into force. **You must ensure that you are in compliance with the registration requirements under the Act.** The Office of the Registrar of Lobbyists can assist you to determine if you are in compliance, please contact the Office of the Registrar of Lobbyists at <https://www.lobbyistsregistrar.bc.ca/>*

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Memorandum

Ministry of Citizens' Services

Ref: 114829
Date: March 18, 2021
To: All Ministers
CC: All Deputy Ministers
Re: FOI Request for Ministers' File Folders

I am writing to provide you an update on a Freedom of Information (FOI) request for "*a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

This request was received by government in 2017 and ministries originally responded that records did not exist and would not be created to respond to these requests. This was consistent with responses to several other similar requests.

On March 27, 2018, the applicant contacted the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts were unsuccessful, and the matter proceeded to a formal Inquiry. The resulting OIPC order, issued February 17, 2021, requires all ministries to create the records requested by the applicant.

This work will require some technical effort, and as permitted under the *Freedom of Information and Protection of Privacy Act* (FOIPPA) a fee estimate has been issued to the applicant. The request will not proceed until the estimate has been paid, though the records must still be created to be compliant with the order.

In an effort to reduce the impact on individual offices, Citizens' Services will develop a process that will compile this information from the primary device for each Minister and Minister of State. This is consistent with the approach outlined in government's submission to the OIPC and the basis for the fee estimate sent to the applicant.

Should the request proceed, the records will be reviewed to ensure that confidential information, including personal information is withheld. There will be an opportunity for each ministry to review their records before they are released.

.../2

All Ministers
Page 2

I will keep you informed as this request proceeds and if you have any questions, please feel free to reach out Shauna Brouwer (Shauna.Brouwer@gov.bc.ca), Deputy Minister for Citizens' Services.

Thank you,

A handwritten signature in black ink, appearing to read "Lisa Beare". The signature is fluid and cursive, with the first name "Lisa" and last name "Beare" clearly distinguishable.

Lisa Beare
Minister

RE: MIN MLB - FOI Request for File Lists

From: Jeannette.Cook@gov.bc.ca
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>, Brouwer, Shauna CITZ:EX <Shauna.Brouwer@gov.bc.ca>
Cc: MacLennan, Alex CITZ:EX <Alex.MacLennan@gov.bc.ca>, Stewart, Courtney GCPE:EX <Courtney.Stewart@gov.bc.ca>, Pridmore, Kerry CITZ:EX <Kerry.Pridmore@gov.bc.ca>
Sent: March 18, 2021 4:36:33 PM PDT
FYI – the memo went out this afternoon.

JC

From: Brouwer, Shauna CITZ:EX <Shauna.Brouwer@gov.bc.ca>
Sent: March 17, 2021 6:32 PM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Pridmore, Kerry CITZ:EX <Kerry.Pridmore@gov.bc.ca>; Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>; MacLennan, Alex CITZ:EX <Alex.MacLennan@gov.bc.ca>; Stewart, Courtney GCPE:EX <Courtney.Stewart@gov.bc.ca>
Subject: Re: MIN MLB - FOI Request for File Lists

Thx Chad.
I believe the letter to the Ministers has or is about to go out.
Shauna

Sent from my iPhone

On Mar 17, 2021, at 3:05 PM, Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca> wrote:

Hi Shauna,

I am aware that this request was raised by the opposition in Question Period today. Courtenay and I have chatted and we can provide any further information as needed.

One update on this file, the fee estimate was paid by the applicant this morning. We will now work to develop next steps on how the request will be processed after Alex's team has had a chance to develop the program to create the records.

If you have any questions about it, please feel free to give me a call.

Thanks, Chad

Chad Hoskins | Executive Director, Access and Open Information | Information Access Operations | Ministry of Citizens' Services
d: 250.356.7343 **m:** 250.516.5181 | **e:** chad.hoskins@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

From: Pridmore, Kerry CITZ:EX <Kerry.Pridmore@gov.bc.ca>
Sent: March 12, 2021 5:31 PM
To: Brouwer, Shauna CITZ:EX <Shauna.Brouwer@gov.bc.ca>
Cc: Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>; MacLennan, Alex CITZ:EX

<Alex.MacLennan@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>

Subject: MIN MLB - FOI Request for File Lists

Hi Shauna:

Enclosed for you review is draft correspondence from Minister Beare to her colleagues on the 'screenshot' FOI request outlining the process for Minister's Offices. The process for this request will be unusual but CITZ is providing the most central support to avoid considerable administration. Big thanks to Alex and team for the work on this.

I am emailing the draft it as it is somewhat time sensitive and wondering if you would like to reference this correspondence at next weeks roundtable with Minister.

FYI, Chad is a/ADM next week for CIRMO^{s.22} .

Many thanks

Kerry Pridmore | Assistant Deputy Minister |
Corporate Information and Records Management Office |
Ministry of Citizen Services |
Cell: 250-507-1485 |

FOI - Requests for File Lists

From: Jeannette.Cook@gov.bc.ca
To: Lawal, Kassandra CITZ:EX <Kassandra.Lawal@gov.bc.ca>
Cc: Scott, Samantha CITZ:EX <Samantha.Scott@gov.bc.ca>, Brouwer, Shauna CITZ:EX <Shauna.Brouwer@gov.bc.ca>
Sent: March 22, 2021 5:24:32 PM PDT
Attachments: Requests for File Lists.docx

Hi Kass,

As discussed this morning, attached is the information you were looking for.

Thanks.

JC

Jeannette Cook | Director, Executive Operations
Deputy Minister's Office | Ministry of Citizens' Services
Ph: 250 387-8817 | *e:* jeannette.cook@gov.bc.ca

Request for File Folders on Ministers/Ministers of State Devices

Original Request Wording: *A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*

Requirement to create records in response to this request issued by the Office of the Information and Privacy Commissioner (OIPC) on February 17, 2021.

Fee Rationale: Due to the need for the OCIO to create these records, the Ministry has estimated a fee of \$2,700. The fee is comprised of an estimated 90 hours for the technical development work required to create two programs, one to produce lists from network drives, and another to produce lists from devices.

New Requests Received March 17th, 2021

Directed to: Office of the Premier

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Jon Robinson. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Don Bain. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by George Smith. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Amber Hockin. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Geoff Meggs. (Date Range for Record Search: March 17, 2017)

CTZ-2017-74572 - Records Ready

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Cc: Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
Sent: April 1, 2021 4:26:24 PM PDT

Hi Neal,

As discussed yesterday, you will find a link to the folder [here](#) on the Central Team LAN Folder.

To give you a breakdown of the records, there are two types – in the main folder is an excel spreadsheet. This is a pull of the requested file paths that exist on the network^{s.15} of the specified Ministers. Each tab corresponds to a Minister, you will notice Ministers Ma and Kahlon are missing.

There is another folder called Device Pulls – inside is a folder corresponding to each Minister, and there are one or more notepad files.

As I mentioned on our call, this pulls the remaining requested folders, with one caveat – it pulls the file paths for *any user that has ever used the device* – so you will find some that contain multiple IDIRs. Since these are produced records, we should delete the non-relevant information as it pertains to other individuals. It is OK to keep the top line indicating when the program was run. In addition to this, this program also pulls more information than requested, meaning it also pulls the contents of subfolders in the target folder paths. Since this is non-responsive it should also be removed from the produced record prior to loading it for severing.

For both Ministers Ma and Kahlon, there is an extra device pull notepad file where I've noted it as a desktop pull.

This fills in those missing filepaths from the excel tab – we had to pull those specific file paths a different way.

s.13

Because IDIRs are the only way to really know which file lists are being seen, we are asking that we include a blank cover page to indicate which Minister the lists belong to. I will leave it to you to determine the best way to include that. Even if it's just adding a line to the top of the notepad file, I'd be OK with that.

As we also discussed, consults will be required, but please await further direction as we work out communications and potential points of contact for the consultations, in the meantime, feel free to begin reviewing the records and putting an initial redline on the file paths, and any potential file types you notice.

Thanks Neal – I'll get Kris up to speed on this one when he is s.22 . he'll take over point on this from me.

Have a great weekend!

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

Extension - CTZ-2017-74572

From: Neal.Yonson@gov.bc.ca
To: CITZ FOI Requests CITZ:EX <CITZ.FOIRequests@gov.bc.ca>
Sent: April 12, 2021 8:47:58 AM PDT

Hello,

This file has been extended by 30 days. New LDD of May 26, 2021

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - AED

From: Neal.Yonson@gov.bc.ca
To: AEST FOI Coordinator AEST:EX <AEST.FOICoordinator@gov.bc.ca>
Sent: April 19, 2021 2:03:01 PM PDT
Attachments: AED - Kang.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Section 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - AGR

From: Neal.Yonson@gov.bc.ca
To: AFF FOI AFF:EX <FOI.Agriculture@gov.bc.ca>
Sent: April 19, 2021 2:04:43 PM PDT
Attachments: AGR - Popham.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - CTZ

From: Neal.Yonson@gov.bc.ca
To: CITZ FOI Requests CITZ:EX <CITZ.FOIRequests@gov.bc.ca>
Sent: April 19, 2021 2:08:23 PM PDT
Attachments: CTZ - Beare.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - EDU

From: Neal.Yonson@gov.bc.ca
To: EDUC FOI EDUC:EX <EDUC.FOI@gov.bc.ca>
Sent: April 19, 2021 2:09:36 PM PDT
Attachments: EDU - Whiteside.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - EML

From: Neal.Yonson@gov.bc.ca
To: EMLI FOI EMLI:EX <MEM.FOI@gov.bc.ca>
Sent: April 19, 2021 2:11:24 PM PDT
Attachments: EML - Ralston.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - FIN

From: Neal.Yonson@gov.bc.ca
To: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
Sent: April 19, 2021 2:12:18 PM PDT
Attachments: FIN - Robinson.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - FNR

From: Neal.Yonson@gov.bc.ca
To: FLNR FOI FLNR:EX <flnr.foi@gov.bc.ca>
Sent: April 19, 2021 2:13:22 PM PDT
Attachments: FNR - Cullen.pdf, FNR - Conroy.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - HTH

From: Neal.Yonson@gov.bc.ca
To: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
Sent: April 19, 2021 2:13:57 PM PDT
Attachments: HTH - Dix.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - IRR

From: Neal.Yonson@gov.bc.ca
To: IRR FOI IRR:EX <IRRFOI@gov.bc.ca>
Sent: April 19, 2021 2:15:24 PM PDT
Attachments: IRR - Rankin.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - JER

From: Neal.Yonson@gov.bc.ca
To: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 19, 2021 2:16:23 PM PDT
Attachments: JER - Chow.pdf, JER - Kahlon.pdf

Hello JERI,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - LBR

From: Neal.Yonson@gov.bc.ca
To: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 19, 2021 2:17:19 PM PDT
Attachments: LBR - Bains.pdf

Hello LBR,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - MAG

From: Neal.Yonson@gov.bc.ca
To: AG PSSG FOI AG:EX <AGPSSG.FOI@gov.bc.ca>
Sent: April 19, 2021 2:18:54 PM PDT
Attachments: MAG - Eby.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - MHA

From: Neal.Yonson@gov.bc.ca
To: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
Sent: April 19, 2021 2:19:37 PM PDT
Attachments: MHA - Malcolmson.pdf

Hello MHA,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - MMA

From: Neal.Yonson@gov.bc.ca
To: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 19, 2021 2:20:14 PM PDT
Attachments: MMA - Osborne.pdf

Hello MMA,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - MOE

From: Neal.Yonson@gov.bc.ca
To: ENV Information Management Team ENV:EX <ENV.DMO.IRM@gov.bc.ca>
Sent: April 19, 2021 2:20:58 PM PDT
Attachments: MOE - Heyman.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - OOP

From: Neal.Yonson@gov.bc.ca
To: OOP FOI PREM:EX <OOP.FOI@gov.bc.ca>
Sent: April 19, 2021 2:22:53 PM PDT
Attachments: OOP - Horgan.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; the records associated with the Premier are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - PSS

From: Neal.Yonson@gov.bc.ca
To: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
Sent: April 19, 2021 2:24:48 PM PDT
Attachments: PSS - Farnworth.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - TAC

From: Neal.Yonson@gov.bc.ca
To: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 19, 2021 2:25:40 PM PDT
Attachments: TAC - Mark.pdf

Hello TAC,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - TRA

From: Neal.Yonson@gov.bc.ca
To: MTI FOI REQUESTS TRAN:EX <mtifoirequests@gov.bc.ca>
Sent: April 19, 2021 2:26:20 PM PDT
Attachments: TRA - Fleming.pdf, TRA - Ma.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

RE: FOI Consultation - Ministerial file/folder lists - EML

From: EMLI FOI EMLI:EX <MEM.FOI@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: April 20, 2021 8:23:44 AM PDT

Hi Neal,

Our delegated authority agrees with IAO's harms and approves the release of these records with those harms included.

Thanks,

Janine Crockett | FOI Analyst | Business Operations Branch, Deputy Minister's Office | Phone: 778 698 7245
Ministry of Energy, Mines and Low Carbon Innovation

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:11 PM
To: EMLI FOI EMLI:EX
Subject: FOI Consultation - Ministerial file/folder lists - EML

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "*A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

Attn: Neal | : FOI Consultation - Ministerial file/folder lists - FNR

From: FLNR FOI FLNR:EX <flnr.foi@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>, FLNR FOI FLNR:EX <flnr.foi@gov.bc.ca>
Sent: April 21, 2021 11:18:58 AM PDT

Hi Neal,

The delegated authority notes no harms but did note that in Minister Conroy's screenshot looked like they were from her time with MCFD. He wanted to make sure that MCFD needs to be consulted on this.

Tami Balsom

FOI Coordinator | DMO

PH: 250-645-9452

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:13 PM

To: FLNR FOI FLNR:EX

Subject: FOI Consultation - Ministerial file/folder lists - FNR

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

CONSULTATION COMPLETE: TAC MINISTERIAL FILE FOLDER LISTS. - 3 PAGES.

From: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>, FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 21, 2021 2:04:31 PM PDT
Attachments: TAC - Mark.pdf

Hello,

Thank you for consulting with the Ministry of Tourism, Arts and Culture. No additional harms are identified in this package.

This has been reviewed and approved by our executive.

Thanks.

Tara MacNair

*Senior FOI Analyst, Information Management and Strategic Initiatives
Management Services*

T: 778-698-2331, E: Tara.MacNair@gov.bc.ca

Providing services to:

Ministry of Municipal Affairs

Ministry of Jobs, Economic Recovery and Innovation

Ministry of Tourism, Arts, Culture and Sport

Ministry of Labour

MMHA NO HARMS: FOI Consultation - Ministerial file/folder lists - MHA - due April 30, 2021

From: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
Sent: April 22, 2021 3:07:21 PM PDT

Hi Neal,

I have received No Harms from MMHA. Please provide signoff when ready. Thanks!

Lorina Bell | Project Assistant | FOI, Litigation and Reporting |

Corporate Issues and Client Relations Branch | Ministry of Health | 236 478-0321

From: Newhook, Kelly MMHA:EX

Sent: April 21, 2021 9:51 AM

To: HLTH FOI Operations HLTH:EX ; Barrett, Andrew MMHA:EX

Cc: Casanova, Tamara MMHA:EX ; Murphy, Kayla MMHA:EX

Subject: RE: FOI Consultation - Ministerial file/folder lists - MHA - due April 30, 2021

No Harms.

From: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>

Sent: April 21, 2021 8:52 AM

To: Barrett, Andrew MMHA:EX <Andrew.Barrett@gov.bc.ca>

Cc: Newhook, Kelly MMHA:EX <Kelly.Newhook@gov.bc.ca>; Casanova, Tamara MMHA:EX

<Tamara.Casanova@gov.bc.ca>; Murphy, Kayla MMHA:EX <Kayla.Murphy@gov.bc.ca>; HLTH FOI Operations

HLTH:EX <HLTH.FOIOperations@gov.bc.ca>

Subject: New: FOI Consultation - Ministerial file/folder lists - MHA - due April 30, 2021

Importance: High

Hi Andrew,

This Consult is an unusual one and does not have a FOI number as it is going to be handled at IAO and they will be processing this request on behalf of the Ministries, however they do need the MO's approved harms by **April 30, 2021** or sooner.


Please read through IAO's email below and add any additional harms you have with your explanation/reasons for them to attached document.

Thank you so much.

Darlene Grieve | FOI Analyst | FOI, Litigation and Reporting |

Corporate Issues and Client Relations Branch | Ministry of Health | 250.952-1509 | email:

HLTH.FOIOperations@gov.bc.ca

 Please consider the environment before printing this email

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: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>

Sent: April 19, 2021 2:20 PM

To: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>

Subject: FOI Consultation - Ministerial file/folder lists - MHA

Hello MHA,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this

topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.

- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - CFD Part 2

From: Neal.Yonson@gov.bc.ca
To: Bathea, Kenna MCF:EX <Kenna.Bathea@gov.bc.ca>
Sent: April 23, 2021 1:37:42 PM PDT
Attachments: CFD - Chen.pdf

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; **the records associated with Minister of State Chen are attached**. The records associated with Minister Dean were previously provided for review on April 19, 2021.

IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

CONSULTATION COMPLETE: JTT FILE FOLDER LISTS - 3 PAGES - DUE APRIL 30TH.

From: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>, FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 28, 2021 4:26:28 PM PDT
Attachments: JER - Kahlon.pdf, JER - Chow.pdf

Hello,

Thank you for consulting with the Ministry of Jobs, Economic Recovery and Innovation.

There are no additional harms on these records.

This has been reviewed and approved by our executive.

Thank you.

Tara MacNair

*Senior FOI Analyst, Information Management and Strategic Initiatives
Management Services*

T: 778-698-2331, E: Tara.MacNair@gov.bc.ca

Providing services to:

Ministry of Municipal Affairs

Ministry of Jobs, Economic Recovery and Innovation

Ministry of Tourism, Arts, Culture and Sport

Ministry of Labour

CONSULTATION COMPLETE: MMA - MINISER'S FOLDER LIST - 2 PAGES.
Response due by April 30th.

From: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>, FOI Economy Sector
MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 29, 2021 8:40:29 AM PDT
Attachments: MMA - Osborne.pdf

Hello,

Thank you for consulting with the Ministry of Municipal Affairs on the above records. There are no additional harms to note.

This has been reviewed and approved by our executive.

Thanks.

Tara MacNair

*Senior FOI Analyst, Information Management and Strategic Initiatives
Management Services*

T: 778-698-2331, E: Tara.MacNair@gov.bc.ca

Providing services to:

Ministry of Municipal Affairs

Ministry of Jobs, Economic Recovery and Innovation

Ministry of Tourism, Arts, Culture and Sport

Ministry of Labour

Approved | FOI Consultation - Ministerial file/folder lists - AGR

From: AFF FOI AFF:EX <FOI.Agriculture@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>, AFF FOI AFF:EX <FOI.Agriculture@gov.bc.ca>
Sent: April 30, 2021 11:04:18 AM PDT
Attachments: Consult AGR-2017-74569C DM Approved eApproval History.pdf, image001.jpg, AGR - Popham.pdf

Good Morning,

Please see the attached DM approval for the consult. No additional harms were noted in the records provided. Both the MO and the DMO reviewed the records.

If you have any further questions please do not hesitate to let me know.



Holly Skogstad

Information Analyst
Deputy Minister's Office
Ministry of Agriculture, Food and Fisheries
☎ 778-698-3889 | ✉ holly.skogstad@gov.bc.ca

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:05 PM
To: AFF FOI AFF:EX
Subject: FOI Consultation - Ministerial file/folder lists - AGR

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

ID: 2846, Title: Consult for OIPC File - AGR-2017-74569C**Approval Route:** DM**Assigned To:** Skogstad, Holly **Rush:** No **Category:** FOI - Consultation **Signature:** Deputy Minister**Branch:** Deputy Minister's Office **Other Number:** 75469C **Link:**

Due Date	Date	IAO	Legislated	Scope:	Stage:	Applicant	Record
Date:	Completed:	Initiated:	Due	Due Date:		Type:	Summary:
2021-04-30	N/A	2021-04-29	2021-04-30	2021-04-30	Final Approval	Political	
				<p>The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking:</p> <p>"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favorites folders from all electronic devices used by the Premier/Minister/Minister of State." Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.</p>			

Title	Comments	Date
Evers, Charlene AGRI:EX [Assignee] forwarded an eApprovals item to Skogstad, Holly for action	DM approved	2021-04-30 9:00:52 AM
Ethier, Tom [Assignee] approved the item and forwarded it to Evers, Charlene AGRI:EX for action	No Comment	2021-04-30 4:58:52 AM
Skogstad, Holly [Assignee] forwarded an eApprovals item to Ethier, Tom for action		2021-04-29 11:41:10 AM
Skogstad, Holly created this item	Please review the attached Consult for MAFF. The Records were generated from Citizen Services for all Ministries. The MO has reviewed and approved this consult. No additional harms have been noted by MAFF. Please review and approve as delegated head. Due April 30, 2021	2021-04-29 11:40:57 AM
Skogstad, Holly added a document: AGR-2017-74569C AGR - Popham.pdf		2021-04-29 11:40:57 AM



RE: FOI Consultation - Ministerial file/folder lists - MSD

From: Milne, Karen SDPR:EX <Karen.Milne@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: Kerr, Christie SDPR:EX <Christie.Kerr@gov.bc.ca>, McArthur, Karen SDPR:EX <Karen.McArthur@gov.bc.ca>, Green, Jessie M SDPR:EX <Jessie.Green@gov.bc.ca>
Sent: April 30, 2021 11:54:28 AM PDT
Attachments: MSD - Simons.pdf

This is approved as is for release. Thank you

Karen Milne

Director, Executive Operations

Deputy Minister's Office

Ministry of Social Development and

Poverty Reduction

778-698-7601

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:22 PM

To: Milne, Karen SDPR:EX

Cc: Kerr, Christie SDPR:EX ; McArthur, Karen SDPR:EX ; Green, Jessie M SDPR:EX

Subject: FOI Consultation - Ministerial file/folder lists - MSD

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "*A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

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Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

CONSULTATION COMPLETE: LBR MINISTERIAL FILE/FOLDER -

From: FOI Economy Sector MUNI:EX <FOI.Inbox@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>, FOI Economy Sector
MUNI:EX <FOI.Inbox@gov.bc.ca>
Sent: April 30, 2021 4:27:01 PM PDT
Attachments: LBR - Bains.pdf

Hello,

Thank you for consulting with the Ministry of Labour.

There are no additional harms identified.

This has been reviewed by executive.

Thanks.

Tara MacNair

*Senior FOI Analyst, Information Management and Strategic Initiatives
Management Services*

T: 778-698-2331, E: Tara.MacNair@gov.bc.ca

Providing services to:

Ministry of Municipal Affairs

Ministry of Jobs, Economic Recovery and Innovation

Ministry of Tourism, Arts, Culture and Sport

Ministry of Labour

FW: FOI Consultation - Ministerial file/folder lists - CFD Part 1

From: Neal.Yonson@gov.bc.ca
To: Bathea, Kenna MCF:EX <Kenna.Bathea@gov.bc.ca>
Sent: May 3, 2021 10:52:26 AM PDT
Attachments: CFD - Dean.pdf, CFD - Chen.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Ministers Dean and Chen. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:07 PM
To: Bathea, Kenna MCF:EX
Subject: FOI Consultation - Ministerial file/folder lists - CFD Part 1

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; the records associated with Minister Dean are attached. **The records associated with Minister of State Chen are still pending and will be sent for consultation at a later date.**

IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reminder: FOI Consultation - Ministerial file/folder lists - EDU

From: Neal.Yonson@gov.bc.ca
To: EDUC FOI EDUC:EX <EDUC.FOI@gov.bc.ca>
Sent: May 3, 2021 10:53:43 AM PDT
Attachments: EDU - Whiteside.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Whiteside. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:10 PM

To: EDUC FOI EDUC:EX

Subject: FOI Consultation - Ministerial file/folder lists - EDU

Hello,

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reminder: FOI Consultation - Ministerial file/folder lists - HTH

From: Neal.Yonson@gov.bc.ca
To: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
Sent: May 3, 2021 10:56:15 AM PDT
Attachments: HTH - Dix.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Dix. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:14 PM

To: HLTH FOI Operations HLTH:EX

Subject: FOI Consultation - Ministerial file/folder lists - HTH

Hello,

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reminder: FOI Consultation - Ministerial file/folder lists - IRR

From: Neal.Yonson@gov.bc.ca
To: IRR FOI IRR:EX <IRRFOI@gov.bc.ca>
Sent: May 3, 2021 10:57:21 AM PDT
Attachments: IRR - Rankin.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Rankin. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:15 PM

To: IRR FOI IRR:EX

Subject: FOI Consultation - Ministerial file/folder lists - IRR

Hello,

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Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reminder: FOI Consultation - Ministerial file/folder lists - MAG

From: Neal.Yonson@gov.bc.ca
To: AG PSSG FOI AG:EX <AGPSSG.FOI@gov.bc.ca>
Sent: May 3, 2021 10:58:34 AM PDT
Attachments: MAG - Eby.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Eby. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:19 PM

To: AG PSSG FOI AG:EX

Subject: FOI Consultation - Ministerial file/folder lists - MAG

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Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reminder: FOI Consultation - Ministerial file/folder lists - MOE

From: Neal.Yonson@gov.bc.ca
To: ENV Information Management Team ENV:EX <ENV.DMO.IRM@gov.bc.ca>
Sent: May 3, 2021 10:59:33 AM PDT
Attachments: MOE - Heyman.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Heyman. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:21 PM

To: ENV Information Management Team ENV:EX

Subject: FOI Consultation - Ministerial file/folder lists - MOE

Hello,

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Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reminder: FOI Consultation - Ministerial file/folder lists - OOP

From: Neal.Yonson@gov.bc.ca
To: OOP FOI PREM:EX <OOP.FOI@gov.bc.ca>
Sent: May 3, 2021 11:00:20 AM PDT
Attachments: OOP - Horgan.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Premier Horgan. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:23 PM

To: OOP FOI PREM:EX

Subject: FOI Consultation - Ministerial file/folder lists - OOP

Hello,

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Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reminder: FOI Consultation - Ministerial file/folder lists - PSS

From: Neal.Yonson@gov.bc.ca
To: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
Sent: May 3, 2021 11:01:10 AM PDT
Attachments: PSS - Farnworth.pdf

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Farnworth. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:25 PM

To: Hunt, Charlotte PSSG:EX

Subject: FOI Consultation - Ministerial file/folder lists - PSS

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

RE: FOI Consultation - Ministerial file/folder lists - CTZ

From: IAOCentralTeam@gov.bc.ca
To: CITZ FOI Requests CITZ:EX <CITZ.FOIRequests@gov.bc.ca>
Sent: May 3, 2021 1:01:45 PM PDT

Hi Jackie,

CTZ is of course in the unique position that this file will go through the ministry again during sign off, but letting you know now that ^{s.13}

s.13

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: CITZ FOI Requests CITZ:EX
Sent: April 26, 2021 1:05 PM
To: IAO CentralTeam CITZ:EX
Cc: CITZ FOI Requests CITZ:EX
Subject: RE: FOI Consultation - Ministerial file/folder lists - CTZ

Hi Neal,

Completed harms from the MO attached.

Let me know if you have any questions.

Jackie

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: April 19, 2021 2:08 PM
To: CITZ FOI Requests CITZ:EX <CITZ.FOIRequests@gov.bc.ca>
Subject: FOI Consultation - Ministerial file/folder lists - CTZ

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

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Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

FW: Reminder: FOI Consultation - Ministerial file/folder lists - PSS

From: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: May 3, 2021 1:23:32 PM PDT
Attachments: image001.png

Good afternoon Neal,
No harms have been identified & this is good to release.
Thanks,



Charlotte Hunt

*Senior Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

From: Maartman, William PSSG:EX
Sent: May 3, 2021 11:41 AM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Reminder: FOI Consultation - Ministerial file/folder lists - PSS
Morning Char ☺
Yes, good for signature.

From: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
Sent: May 3, 2021 11:35 AM
To: Maartman, William PSSG:EX <William.Maartman@gov.bc.ca>
Subject: FW: Reminder: FOI Consultation - Ministerial file/folder lists - PSS
Good morning Will,
Can you let me know if this is approved for sign off.
Thanks, Charlotte

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 3, 2021 11:01 AM
To: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
Subject: Reminder: FOI Consultation - Ministerial file/folder lists - PSS
Good morning,
This is a reminder about an outstanding FOI consultation on records regarding Minister Farnworth. Please provide a response as soon as possible.
Thanks,
Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:25 PM
To: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
Subject: FOI Consultation - Ministerial file/folder lists - PSS
Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378



RE: FOI Consultation - Ministerial file/folder lists - CFD Part 2

From: Bathea, Kenna MCF:EX <Kenna.Bathea@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 4, 2021 8:02:53 AM PDT

Hello!

This is now approved, as is. No additional harms.

Apologies for the delay & thank you very much!

Kenna Bathea

A/Information and Privacy Coordinator

Deputy Minister's Office – Ministry of Children and Family Development

She/Her/Hers

Please call me via skype

From: IAO CentralTeam CITZ:EX
Sent: April 23, 2021 1:38 PM
To: Bathea, Kenna MCF:EX
Subject: FOI Consultation - Ministerial file/folder lists - CFD Part 2

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; **the records associated with Minister of State Chen are attached**. The records associated with Minister Dean were previously provided for review on April 19, 2021.

IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

RE: FOI Consultation - Ministerial file/folder lists - CFD Part 1

From: Bathea, Kenna MCF:EX <Kenna.Bathea@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 4, 2021 8:13:39 AM PDT

Good morning!

This is approved as is, no additional harms.

Thank you & apologies for the delay!

Kenna

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:07 PM
To: Bathea, Kenna MCF:EX
Subject: FOI Consultation - Ministerial file/folder lists - CFD Part 1

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "*A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

Citizens' Services has generated responsive records for all Ministers across government; the records associated with Minister Dean are attached. **The records associated with Minister of State Chen are still pending and will be sent for consultation at a later date.**

IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Reply to Consultation - Ministerial file/folder lists - TRA CTZ-2017-74572

From: MTI FOI REQUESTS TRAN:EX <mtifoirequests@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: MTI FOI REQUESTS TRAN:EX <mtifoirequests@gov.bc.ca>
Sent: May 4, 2021 10:24:47 AM PDT
Attachments: TRA - Fleming.pdf, TRA - Ma.pdf

Good morning Neal,

Thank you for consulting with the Ministry of Transportation and Infrastructure. The program area has reviewed the attached records and have no additional harms concerns with the release of the information authored by this ministry.

A formal sign off is not required.

Thank you,

Alyssa Tepper | Information Analyst
Information Management & Privacy
Information Management Branch
Ministry of Transportation & Infrastructure
5B 940 Blanshard Street
Victoria BC V8W 9T5
(778) 698-1590
Visit our website at [FOI TRANnet](#)

From: MTI FOI REQUESTS TRAN:EX
Sent: April 30, 2021 2:51 PM
To: IAO CentralTeam CITZ:EX
Cc: MTI FOI REQUESTS TRAN:EX
Subject: RE: FOI Consultation - Ministerial file/folder lists - TRA

Good afternoon Neal,

Our Executive has advised that they require a bit more time to review this consultation and that they will provide a response by end of Monday.

Apologies for the delay.

Thank you,

Alyssa Tepper | Information Analyst
Information Management & Privacy
Information Management Branch
Ministry of Transportation & Infrastructure
5B 940 Blanshard Street
Victoria BC V8W 9T5
(778) 698-1590
Visit our website at [FOI TRANnet](#)

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: April 19, 2021 2:26 PM
To: MTI FOI REQUESTS TRAN:EX <mtifoirequests@gov.bc.ca>
Subject: FOI Consultation - Ministerial file/folder lists - TRA

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Ministers are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this

topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.

- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

RE: memos

From: Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>
To: Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>
Sent: May 4, 2021 12:16:26 PM PDT
Attachments: 114829 MIN Memo - FOI request for file lists - Signed.pdf

Yes, sorry about that!

Lindsay Jarmson | Administrative Coordinator
Deputy Minister's Office | Ministry of Citizens' Services
Ph: 250-978-9741 | e: lindsay.jarmson@gov.bc.ca <mailto:lindsay.jarmson@gov.bc.ca>

From: Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>
Sent: May 4, 2021 12:09 PM
To: Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>
Subject: FW: memos

Hmmm, okay, maybe there wasn't a DM memo. I know Shauna mentioned it at a DMC meeting. Do we have a copy of the signed memo that MLB sent out?

Thx.

From: Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca>
Sent: May 4, 2021 11:52 AM
To: Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>
Subject: RE: memos

Hi Jeannette, << File: 114829 MIN Memo - FOI Request for File Lists.pdf >> << File: 114751 DM DN - FOI Requests for File Lists Signed.pdf >>

Please see the above PDFs – let me know if these are the ones you were looking for.

As for the memo sent by Shauna, the only item I could find was a DN on the same subject? I'll keep look for a memo.

Thanks!

Lindsay Jarmson | Administrative Coordinator
Deputy Minister's Office | Ministry of Citizens' Services
Ph: 250-978-9741 | e: lindsay.jarmson@gov.bc.ca <mailto:lindsay.jarmson@gov.bc.ca>

From: Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca <mailto:Jeannette.Cook@gov.bc.ca> >
Sent: May 4, 2021 11:33 AM
To: Jarmson, Lindsay CITZ:EX <Lindsay.Jarmson@gov.bc.ca <mailto:Lindsay.Jarmson@gov.bc.ca> >
Subject: memos

Hi Lindsay,

I'm looking for two pieces of correspondence for Shauna:

- 1) Minister Beare sent a memo to her colleagues about an FOI request.
- 2) Shauna sent a memo out to her colleagues about the same FOI request.

Within the last 6 weeks I believe. Can you send me the electronic copies.

Thanks.

JC

Jeannette Cook | Director, Executive Operations

Deputy Minister's Office | Ministry of Citizens' Services

Ph: 250 387-8817 | e: jeannette.cook@gov.bc.ca <<mailto:jeannette.cook@gov.bc.ca>>

Memorandum

Ministry of Citizens' Services

Ref: 114829
Date: March 18, 2021
To: All Ministers
CC: All Deputy Ministers
Re: FOI Request for Ministers' File Folders

I am writing to provide you an update on a Freedom of Information (FOI) request for "*a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

This request was received by government in 2017 and ministries originally responded that records did not exist and would not be created to respond to these requests. This was consistent with responses to several other similar requests.

On March 27, 2018, the applicant contacted the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts were unsuccessful, and the matter proceeded to a formal Inquiry. The resulting OIPC order, issued February 17, 2021, requires all ministries to create the records requested by the applicant.

This work will require some technical effort, and as permitted under the *Freedom of Information and Protection of Privacy Act* (FOIPPA) a fee estimate has been issued to the applicant. The request will not proceed until the estimate has been paid, though the records must still be created to be compliant with the order.

In an effort to reduce the impact on individual offices, Citizens' Services will develop a process that will compile this information from the primary device for each Minister and Minister of State. This is consistent with the approach outlined in government's submission to the OIPC and the basis for the fee estimate sent to the applicant.

Should the request proceed, the records will be reviewed to ensure that confidential information, including personal information is withheld. There will be an opportunity for each ministry to review their records before they are released.

.../2

All Ministers
Page 2

I will keep you informed as this request proceeds and if you have any questions, please feel free to reach out Shauna Brouwer (Shauna.Brouwer@gov.bc.ca), Deputy Minister for Citizens' Services.

Thank you,

A handwritten signature in black ink, appearing to read "Lisa Beare". The signature is fluid and cursive, with the first name "Lisa" and last name "Beare" clearly distinguishable.

Lisa Beare
Minister

FW: FOI Consultation - Ministerial file/folder lists - FIN

From: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
Sent: May 5, 2021 9:06:25 AM PDT
Attachments: FIN-2017-74576-C - FIN Consult - Harms.pdf

Hi Neal,

Additional harms were identified by the MO per their attached comment; approved by the DM.
Thank you,

Anne

From: FOI Coordinator FIN:EX
Sent: May 4, 2021 11:34 AM
To: IAO CentralTeam CITZ:EX
Cc: FOI Coordinator FIN:EX
Subject: RE: FOI Consultation - Ministerial file/folder lists - FOICU review due: Apr 26
Hi Neal,
To clarify, I'm seeking DM approval on the harms and should have that to you soon.

Anne

From: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
Sent: May 3, 2021 4:16 PM
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>; FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
Subject: RE: FOI Consultation - Ministerial file/folder lists - FOICU review due: Apr 26
Okay, thanks Neal. Having some of the file path severed would be an extra precaution, however for consistency we can just leave as-is for now and revisit at sign-off if necessary.

Melissa Morgan
Manager, FOI & Correspondence Unit
Office of the Deputy Minister | Ministry of Finance
Tel: 778.698-5775

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 3, 2021 4:00 PM
To: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>; IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Subject: RE: FOI Consultation - Ministerial file/folder lists - FOICU review due: Apr 26
Hi Anne,

My recommendations were already reflected in the version of the records that were sent for consult. The severing being proposed here does not reflect IAO's advice and based on the consult responses received so far, it's not likely to be consistent with other portions of the file.

Neal Yonson | Team Lead

Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
Sent: April 29, 2021 9:31 AM
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>
Subject: FW: FOI Consultation - Ministerial file/folder lists - FOICU review due: Apr 26

Hi Neal,

IMB took a look and said that the zoom file name does not appear to be a standard .exe installer, and may be linked to a specific meeting. Before I send this to the DM, could you advise if IAO would be in agreement with leaving zoom and .exe visible but severing the other parts to err on the side of caution?

Thanks,

Anne

From: Morgan, Melissa FIN:EX <Melissa.Morgan@gov.bc.ca>
Sent: April 26, 2021 11:10 AM

To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>; FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>

Subject: FW: FOI Consultation - Ministerial file/folder lists - FOICU review due: Apr 26

....on second look, maybe it's not a link, however would release of that Zoom info allow someone to access any Zoom related activity/info?

Melissa Morgan
Manager, FOI & Correspondence Unit
Office of the Deputy Minister | Ministry of Finance
Tel: 778.698-5775

From: Morgan, Melissa FIN:EX

Sent: April 26, 2021 11:08 AM

To: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>; IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>

Subject: FW: FOI Consultation - Ministerial file/folder lists - FOICU review due: Apr 26

Hi Neal/Anne, wondering if the Zoom link on the first page should be severed?

Melissa Morgan
Manager, FOI & Correspondence Unit
Office of the Deputy Minister | Ministry of Finance
Tel: 778.698-5775

From: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>

Sent: April 20, 2021 12:07 PM

To: Morgan, Melissa FIN:EX <Melissa.Morgan@gov.bc.ca>

Cc: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>

Subject: FW: FOI Consultation - Ministerial file/folder lists - FOICU review due: Apr 26

Hi Melissa,

If you recall, CTZ is coordinating this cross-government FOI on behalf of all ministries following an OIPC ruling:

"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

CTZ generated responsive records for Minister Robinson; IAO provided a first pass at the severing - marking IDIRs and file paths – and the MO has added harms to one file name.

Would you kindly review the attached 2-page internal consult before I send it on for DM approval?

If possible, please review by **April 26, 2021**.

Thank you,

Anne Sum

FOI Analyst | FOI & Correspondence Unit
Deputy Minister's Office | Ministry of Finance
FIN FOI SharePoint site | Tel. (778) 698-9014

From: Ashbourne, Jade FIN:EX <Jade.Ashbourne@gov.bc.ca>

Sent: April 20, 2021 8:51 AM

To: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>; Lawson, Liam FIN:EX <Liam.Lawson@gov.bc.ca>

Cc: Larson, Lori FIN:EX <Lori.Larson@gov.bc.ca>; White, Christine FIN:EX <Christine.White@gov.bc.ca>

Subject: RE: FOI Consultation - Ministerial file/folder lists - MO review due: Apr 26

Approved with one harm – see attached.

J

Jade Ashbourne (they/them)

Senior Ministerial Advisor

Minister of Finance

C: 250-213-3187

E: jade.ashbourne@gov.bc.ca

From: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>

Sent: April 20, 2021 8:44 AM

To: Ashbourne, Jade FIN:EX <Jade.Ashbourne@gov.bc.ca>; Lawson, Liam FIN:EX <Liam.Lawson@gov.bc.ca>

Cc: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>; Larson, Lori FIN:EX <Lori.Larson@gov.bc.ca>; White, Christine FIN:EX <Christine.White@gov.bc.ca>

Subject: FW: FOI Consultation - Ministerial file/folder lists - MO review due: Apr 26

Hi Liam & Jade,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking:

"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

CTZ generated responsive records for all Ministers across government; please find Minister Robinson's 2 page record attached. IAO has done a first pass at marking harms (IDIR and file paths). Please review the records and indicate whether the MO has any additional harms to identify. FOICU Manager will review afterwards.

FYI - IAO's email below outlines the rationale for why, in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

Please provide Sr. MA approval on the harms assessment; due back **April 26, 2021**.

Thank you,

Anne Sum

FOI Analyst | FOI & Correspondence Unit
Deputy Minister's Office | Ministry of Finance
[FIN FOI SharePoint site](#) | Tel. (778) 698-9014

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>

Sent: April 19, 2021 2:12 PM

To: FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>

Subject: FOI Consultation - Ministerial file/folder lists - FIN

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "*A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

RE: Reminder: FOI Consultation - Ministerial file/folder lists - MOE

From: ENV Information Management Team ENV:EX <ENV.DMO.IRM@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 5, 2021 9:14:58 AM PDT

Good morning Neal,

Apologies for the delay. There are no harms from an MOE perspective with the disclosure of these records.

Thank you,

Julia Figueiredo

Information & Privacy Analyst | Information & Records Management Team
Deputy Minister's Office | Ministry of Environment & Climate Change Strategy
778-698-4841

From: IAO CentralTeam CITZ:EX
Sent: May 3, 2021 11:00 AM
To: ENV Information Management Team ENV:EX
Subject: Reminder: FOI Consultation - Ministerial file/folder lists - MOE

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Heyman. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:21 PM
To: ENV Information Management Team ENV:EX
Subject: FOI Consultation - Ministerial file/folder lists - MOE

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

RE: Reminder: FOI Consultation - Ministerial file/folder lists - OOP

From: OOP FOI PREM:EX <OOP.FOI@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 5, 2021 2:30:00 PM PDT

Hi Neal,
OOP has no concerns with the release of the attached with it's current severing.
Thank you,
Brittany

From: IAO CentralTeam CITZ:EX
Sent: May 3, 2021 11:00 AM
To: OOP FOI PREM:EX
Subject: Reminder: FOI Consultation - Ministerial file/folder lists - OOP

Good morning,
This is a reminder about an outstanding FOI consultation on records regarding Premier Horgan. Please provide a response as soon as possible.

Thanks,
Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:23 PM
To: OOP FOI PREM:EX <OOP.FOI@gov.bc.ca>
Subject: FOI Consultation - Ministerial file/folder lists - OOP

Hello,
The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "*A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"
Citizens' Services has generated responsive records for all Ministers across government; the records associated with the Premier are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.
While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

RE: FOI Consultation - Ministerial file/folder lists - AED

From: IAOCentralTeam@gov.bc.ca
To: AEST FOI Coordinator AEST:EX <AEST.FOICoordinator@gov.bc.ca>
Sent: May 5, 2021 2:32:15 PM PDT

Thanks Jeremy,

Just a note to hopefully close this loop on this and not leave it ambiguous: the additional severing suggested by AvEd will be applied to the records before it goes for final CTZ approval.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: AEST FOI Coordinator AEST:EX

Sent: April 30, 2021 11:01 AM

To: IAO CentralTeam CITZ:EX

Cc: AEST FOI Coordinator AEST:EX

Subject: RE: FOI Consultation - Ministerial file/folder lists - AED

Good morning,

The harms identified in the attachment have been approved by the Deputy Minister, if severed accordingly no further sign off is required (including the additional severing we have identified with highlights in the attachment).

The highlighted information consists of s.22

s.22 . They should be severed pursuant to S22.

Jeremy Oaten, MA, CIAPP-C

Manager, Business Services & Ministerial Correspondence and Research Unit

Office of the Deputy Minister

Ministry of Advanced Education, Skills and Training

T: 250 356-7966

F: 250 356-5468

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>

Sent: April 19, 2021 2:03 PM

To: AEST FOI Coordinator AEST:EX <AEST.FOICoordinator@gov.bc.ca>

Subject: FOI Consultation - Ministerial file/folder lists - AED

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.

While conducting the review please note that in most cases, Section 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.
- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

EDUC Final Review | FOI Consultation CTZ-2017-74572 - Ministerial file/folder lists - EDU

From: EDUC FOI EDUC:EX <EDUC.FOI@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: EDUC FOI EDUC:EX <EDUC.FOI@gov.bc.ca>, Leslie, Sean GCPE:EX <Sean.Leslie@gov.bc.ca>, Burton, Meribeth GCPE:EX <Meribeth.Burton@gov.bc.ca>
Sent: May 6, 2021 8:46:57 AM PDT
Attachments: Records for Review EDU - Whiteside-ms.pdf

Hi Neal

Please see the attached pdf with additional harms marked by Melanie Sanderson, Senior Ministerial Assistant.

GCPE – no action required.

Thx.

Carrie

From: IAO CentralTeam CITZ:EX

Sent: April 19, 2021 2:10 PM

To: EDUC FOI EDUC:EX

Subject: FOI Consultation - Ministerial file/folder lists - EDU

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "*A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

FW: FOI Consultation - Ministerial file/folder lists - MAG

From: AG PSSG FOI AG:EX <AGPSSG.FOI@gov.bc.ca>
To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Cc: AG PSSG FOI AG:EX <AGPSSG.FOI@gov.bc.ca>
Sent: May 7, 2021 4:33:40 PM PDT
Attachments: MAG - Eby.pdf

Hi Neal—I received the file list from the MO with a couple titles flagged.
I have already let them know that they may not meet the criteria for redaction.
Thanks- Teresa
FOI & Records Analyst | Deputy Ministers' Office
AGPSSG.FOI@gov.bc.ca

From: Dowler, Thea AG:EX
Sent: Friday, May 7, 2021 4:23 PM
To: AG PSSG FOI AG:EX ; Harder, Derrick AG:EX
Subject: RE: FOI Consultation - Ministerial file/folder lists - MAG
Attached is the Minister's review of the file list.
Théa Dowler (*she/her*)
Executive Assistant to the Honourable David Eby
Attorney General and Minister Responsible for Housing
604-250-9054

From: AG PSSG FOI AG:EX <AGPSSG.FOI@gov.bc.ca>
Sent: May 6, 2021 1:43 PM
To: Harder, Derrick AG:EX <Derrick.Harder@gov.bc.ca>; Dowler, Thea AG:EX <Thea.Dowler@gov.bc.ca>
Cc: AG PSSG FOI AG:EX <AGPSSG.FOI@gov.bc.ca>
Subject: FW: FOI Consultation - Ministerial file/folder lists - MAG
Derrick and Thea,

We have received the consult for file list generated by CTZ; some harms have been proactively applied by IAO before each Minister's consult was mailed out. They have included some cautionary notes on how/why s12 and s13 are allowed to be applied. I have included the full note for you below.
I have reviewed the list and do not find any other harms to recommend, however, I feel that the MO needs to review the content to be certain.
Thank you, Teresa

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: Monday, April 19, 2021 2:19 PM
To: AG PSSG FOI AG:EX <AGPSSG.FOI@gov.bc.ca>
Subject: FOI Consultation - Ministerial file/folder lists - MAG
Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "*A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.*"
Citizens' Services has generated responsive records for all Ministers across government; the records associated with your Minister are attached. IAO has already conducted an initial review of the records and made severing recommendations as shown by the red boxes on the records. Please review the records and indicate whether the ministry has any additional harms to identify.
While conducting the review please note that in most cases, Sections 12 and 13 of FOIPPA cannot appropriately be applied to file names.

- Section 12 (Cabinet Confidences) - When applying this section, it is not enough to say that the information is related to a cabinet submission. It must also reveal, or allow someone to accurately infer, some substance about what was discussed by the Executive Council. Both the OIPC and judicial reviews of OIPC orders on this topic have held that disclosing the mere topic of conversation does not amount to revealing the substance of deliberations.

- Section 13 (Advice/Recommendations) – Similar to above, although a file name may reveal the topic of discussion, it is unlikely to reveal substantive arguments or significant considerations about the topic and would therefore not meet the definition of advice or recommendations.

The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Second Reminder: FOI Consultation - Ministerial file/folder lists - IRR

From: Neal.Yonson@gov.bc.ca
To: IRR FOI IRR:EX <IRRF@gov.bc.ca>
Sent: May 10, 2021 12:47:08 PM PDT
Attachments: IRR - Rankin.pdf

Hi again,

Following up once more on this consultation which is now more than a week past due. This is a high profile FOI request which **must** meet its due date. IRR is one of only two ministries in government that have yet to respond so a prompt reply is required as IAO is unable to move forward until all ministries have responded.

Thank you,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: May 3, 2021 10:57 AM
To: IRR FOI IRR:EX
Subject: Reminder: FOI Consultation - Ministerial file/folder lists - IRR

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Rankin. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:15 PM
To: IRR FOI IRR:EX
Subject: FOI Consultation - Ministerial file/folder lists - IRR

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

Second Reminder: FOI Consultation - Ministerial file/folder lists - HTH

From: Neal.Yonson@gov.bc.ca
To: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
Sent: May 10, 2021 12:52:57 PM PDT
Attachments: HTH - Dix.pdf

Hello,

Following up once more on this consultation which is now more than a week past due. This is a high profile FOI request which **must** meet its due date. HTH is one of only two ministries in government that have yet to respond so a prompt reply is required as IAO is unable to move forward until all ministries have responded.

Thank you,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: May 3, 2021 10:56 AM
To: HLTH FOI Operations HLTH:EX
Subject: Reminder: FOI Consultation - Ministerial file/folder lists - HTH

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Dix. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:14 PM
To: HLTH FOI Operations HLTH:EX
Subject: FOI Consultation - Ministerial file/folder lists - HTH

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

FOI Consultation - Ministerial file/folder lists - IRR

From: IRR FOI IRR:EX <IRRFOI@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: IRR FOI IRR:EX <IRRFOI@gov.bc.ca>
Sent: May 12, 2021 8:46:55 AM PDT

Hello IAO,

Our Executive have reviewed and approved this consultation package.

If you have any questions, please let me know.

Thank you,

ANGELA INES

A/FOI Analyst
Deputy Minister's Office
Ministry of Indigenous Relations and Reconciliation
Phone: (236) 478-0605 | Email: Angela.Ines@gov.bc.ca

I acknowledge with gratitude that I am privileged to live, work, and play on many unceded territories, particularly the lands of the ɫəᑭʷəŋən peoples.

From: IAO CentralTeam CITZ:EX
Sent: Monday, May 10, 2021 12:47 PM
To: IRR FOI IRR:EX
Subject: Second Reminder: FOI Consultation - Ministerial file/folder lists - IRR
Importance: High

Hi again,

Following up once more on this consultation which is now more than a week past due. This is a high profile FOI request which **must** meet its due date. IRR is one of only two ministries in government that have yet to respond so a prompt reply is required as IAO is unable to move forward until all ministries have responded.

Thank you,

Neal Yonson | Team Lead

Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: May 3, 2021 10:57 AM
To: IRR FOI IRR:EX <IRRFOI@gov.bc.ca>
Subject: Reminder: FOI Consultation - Ministerial file/folder lists - IRR

Good morning,

This is a reminder about an outstanding FOI consultation on records regarding Minister Rankin. Please provide a response as soon as possible.

Thanks,

Neal Yonson | Team Lead

Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:15 PM
To: IRR FOI IRR:EX
Subject: FOI Consultation - Ministerial file/folder lists - IRR

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

RE: Follow-up consult - FOI request for ministerial file/folder lists

From: Bathea, Kenna MCF:EX <Kenna.Bathea@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 13, 2021 3:25:19 PM PDT

Hi Neal!

No concerns from us. Good to release as is 😊

Thanks!

Kenna

From: IAO CentralTeam CITZ:EX
Sent: May 13, 2021 2:14 PM
To: Bathea, Kenna MCF:EX
Subject: Follow-up consult - FOI request for ministerial file/folder lists
Importance: High

Hi Kenna,

As discussed over the phone today, I've got one quick follow up on FOI request CTZ-2017-74572 seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."* I've received CFD's responses regarding Ministers Dean and Chen, so thank you for that.

The follow up is in regards to the records associated with Minister Katrine Conroy. Since she is currently the Minister at FLNR, her records were sent to that ministry for consultation. However, in their response FLNR had noted that: "The delegated authority notes no harms but did note that in Minister Conroy's screenshot looked like they were from her time with MCFD. He wanted to make sure that MCFD needs to be consulted on this."

I've attached the one page of records that has content that is potentially linked to CFD. If you are able to have someone review this one page ASAP, that would be greatly appreciated. This is a high-profile FOI request that needs to meet its due date.

Thank you!

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378

RE: FOI Consultation - Ministerial file/folder lists - HTH

From: HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>, HLTH FOI Operations HLTH:EX <HLTH.FOIOperations@gov.bc.ca>
Sent: May 13, 2021 3:30:08 PM PDT
Attachments: HTH-2021-CITZ Consult - DM Approval.pdf

Good Afternoon,
Please find attached DM approval of this consultation.
Thank you,
Susan

From: IAO CentralTeam CITZ:EX
Sent: April 19, 2021 2:14 PM
To: HLTH FOI Operations HLTH:EX
Subject: FOI Consultation - Ministerial file/folder lists - HTH

Hello,

The Ministry of Citizens' Services is currently processing a FOI request on behalf of all ministries that is seeking: *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

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The deadline for your response is **April 30, 2021**. Please contact me directly if there are any questions.

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378



IAO - Review of Harms and Response Recommendations

Request Received: December 15, 2017 Due Date: May 26, 2021 Applicant type: Researcher

Ministry of Health Consultation on CTZ-2017-74572: "A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Background:

- This request was originally received in 2017 and was opened as cross government request with every single ministry, plus the Office of the Premier. The relevant Ministry of Health file was HTH-2017-74578.
- In 2017, government issued a coordinated response to all the requests. The response was that the requested records were not currently in existence and that government believed that Section 6(2) of FOIPPA did not require the records to be created in response to the request.
- The applicant requested an OIPC review of that decision. On February 17, 2021, the OIPC issued Order F21-07 which found that the public bodies are obligated to create the requested records under Section 6 of FOIPPA.
- To respond to the FOI requests in a manner consistent with the OIPC order, a decision was made that the Office of the Chief Information Officer (OCIO), within the Ministry of Citizens' Services, would create the responsive records on behalf of all ministries. To do so, the OCIO created custom computer programs which generated file/folder lists from electronic devices assigned to ministers.

Consultation Process:


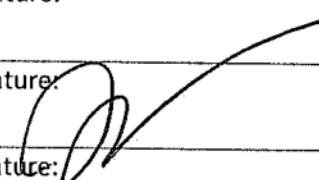
- As a result of the records being centrally created by the OCIO, the Ministry of Citizens' Services is in the position of processing a single FOI request on behalf of all ministries. Each ministry is being consulted individually on its own ministerial records prior to release. IAO applied some suggested severing under S.15 but is also seeking ministry feedback on any potential additional harms.

Recommendations:

- Withhold portions of the records pursuant to section 15 (Disclosure harmful to law enforcement) of FOIPPA.

Publication Recommendations:

- This request will be recommended for publication on Open Information

Team Lead: Neal Yonson	Signature: 	Date: May 12, 2021
Ministry - Agreement with Recommendations		
Approval Authority Name:	Signature:	Date:
Ministry Executive Name: Stephen Brown	Signature: 	Date: May 12/21
Ministry Executive Name:	Signature:	Date:
Comments:		

Exercise of Discretion:

1 - CTZ-2017-74572

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

Factors relevant to the exercise of discretion include:

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

May 2021 - DMC FOI Update on Ministers' File Lists

Chronology

- In December 2017, all ministries received identical access to information requests for *"a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*
- In January 2018, ministries responded that records did not exist and would not be created to respond to these requests. This was consistent with responses to several other similar requests (including requests for browser histories and images of apps on mobile devices).
- In March 2018, the applicant complained to the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts were unsuccessful, so the matter proceeded to a formal Inquiry. The resulting OIPC order, issued in February 2021, requires all ministries to create the records requested by the applicant.
- In summary, the order found that the effort required to create these records was not unreasonable. At present, there is nothing in the legislation that prevents applicants from seeking access to records that are not actively created by employees, such as images/lists of files stored in file locations. ^{s.13; s.14}
- In an effort to manage these requests centrally and not impact individual users, Citizens' Services created programs to create lists of documents responsive to the request. The fee estimate for this work was \$2700 and was paid by the applicant.

s.13; s.14

- Records were created over a number of days in late March 2021, FOI staff subsequently reviewed the information to ensure no personal/confidential information would be disclosed, and consulted with each ministry with respect to recommended severing.

Current Status

- Ministries are currently returning their consultation approvals and FOI staff will be compiling and sending the entire (68 page) response package to CITZ for approval by Monday, May 17, 2021. Your support in ensuring sign off would be greatly appreciated.
- The due date for this request is May 26, 2021.
- Since the OIPC order, the same request has been submitted for information related to five employees in the Premier's Office. Citizens' Services has issued a fee estimate for \$510 for the time and effort required to modify and run the previously created programs and the applicant has not yet paid.

RE: FOI

From: Jeannette.Cook@gov.bc.ca
To: Olsson, Liz V FLNR:EX <Liz.Olsson@gov.bc.ca>
Sent: May 14, 2021 1:26:05 PM PDT

Hi Liz,

Shauna provided a verbal update to the DMs today about an FOI request that came in to all Ministries:

"a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."

I understand that ministries are currently in the process of returning their consultation approvals. She likely asked to have the DMs support in ensuring that there are no delays in the sign-off process.

Does that help? Thanks.

JC

From: Olsson, Liz V FLNR:EX <Liz.Olsson@gov.bc.ca>
Sent: May 14, 2021 12:25 PM
To: Cook, Jeannette CITZ:EX <Jeannette.Cook@gov.bc.ca>
Subject: FOI

Hi Jeannette,

I'm hoping you can assist. Are you aware of a document or info re FOI and screen shots and DMs signing off? I understand something was brought up on DMC this morning.

Thank you,

Liz Olsson
Senior Executive Assistant | Deputy Minister's Office | FLNR
250-312-7278

5/26/2021

eApprovals Print History

ID: 14159, Title: FOI Sign Off (Due May 26th)

Approval Route:

Assigned To: CITZ FOI Requests Rush: Yes Category: FOI - Sign Off Signature: Assistant Deputy Minister

Branch: CSD-ADMO Other Number: CTZ-2017-74572 Link:

Due Date: 5/26/2021 Date: N/A Date: 5/14/2021 IAO Due Date: 5/26/2021 Legislated Due Date: 5/26/2021 Scope: A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Stage: Final Approval Applicant Type: Researcher Record Summary:

Title	Comments	Date
Molyneux, Jennifer CITZ:EX [Assignee] forwarded an eApprovals item to CITZ FOI Requests for action	Approved by DM Brouwer.	5/26/2021, 12:01:38 PM
Brouwer, Shauna [Assignee] approved the item and forwarded it to Molyneux, Jennifer CITZ:EX for action	approved	5/26/2021, 12:01:14 PM
Pridmore, Kerry CITZ:EX [Assignee] approved the item and forwarded it to Brouwer, Shauna for action	Reviewed and approved	5/26/2021, 12:00:12 PM
Brouwer, Shauna [Assignee] forwarded an eApprovals item to Pridmore, Kerry CITZ:EX for action		5/26/2021, 11:51:52 AM
Molyneux, Jennifer CITZ:EX [Colleague of Deputy Minister's Office, CITZ] forwarded an eApprovals item to Brouwer, Shauna for action	Hi Shauna - as this FOI came up at DMC, here is the FOI redline for final sign-off. It has been reviewed/approved by Dean. Final sign-off is due back to IAO May 26th.	5/25/2021, 4:08:34 PM
Biggs, Jackie CITZ:EX [Colleague of Deputy Minister's Office, CITZ] added a comment	Please note that Dean has approved.	5/25/2021, 3:48:21 PM
Biggs, Jackie CITZ:EX [Colleague of Skinner, Dean C CITZ:EX] forwarded an eApprovals item to Deputy Minister's Office, CITZ for action	Hi Jennifer, further to our telephone conversation I understand that this FOI came up at a recent DMC and felt that she would like to have final sign off for this particular request. Note that the records are for all Ministries but the records pertaining to CITZ are located on pages 10-14. Let me know if you have any questions.	5/25/2021, 3:40:52 PM
Biggs, Jackie CITZ:EX made some changes to this item's details		5/25/2021, 3:24:53 PM
Biggs, Jackie CITZ:EX [Assignee] forwarded an eApprovals item to Skinner, Dean C CITZ:EX for action	Dean, for your review/approval prior to sending to DMO	5/25/2021, 3:24:40 PM
Hubley, Holly [Assignee] forwarded an eApprovals item to Biggs, Jackie CITZ:EX for action	CITZ MO reviewed. Returning back to Jackie for processing.	5/25/2021, 3:06:52 PM
Biggs, Jackie CITZ:EX [Site Admin] forwarded an eApprovals item to Hubley, Holly for action	Holly, as requested by Alison, for processing before returning back to me. Jackie	5/25/2021, 1:55:56 PM
Lawal, Kassandra [Assignee] forwarded an eApprovals item to Sall, Gurmeet for action	Please direct as per procedure in the MO.	5/17/2021, 2:16:30 PM
Sall, Gurmeet [Assignee] forwarded an eApprovals item to Lawal, Kassandra for action	For your approval	5/17/2021, 2:05:37 PM
Biggs, Jackie CITZ:EX [Assignee] forwarded an eApprovals item to Sall, Gurmeet for action		5/17/2021, 2:04:20 PM
Sall, Gurmeet [Assignee] forwarded an eApprovals item to Biggs, Jackie CITZ:EX for action	Form signed off with Kass' signature. Thanks	5/17/2021, 1:57:28 PM
Biggs, Jackie CITZ:EX [Assignee] forwarded an eApprovals item to Sall, Gurmeet for action	Hi Gurmeet, yes please obtain Kassandra's approval for sign off before moving onto Dean and the DM.	5/17/2021, 1:50:06 PM
Sall, Gurmeet [Assignee] forwarded an eApprovals item to Biggs, Jackie CITZ:EX for action	Hi Jackie - we are not quite sure how to proceed on this. Do you just need email with Kass' approval or was this just an FYI and removed additional harms. Thanks	5/17/2021, 1:37:01 PM
Lawal, Kassandra [Assignee] forwarded an eApprovals item to Sall, Gurmeet for action	Please direct as discussed.	5/14/2021, 12:03:10 PM
Sall, Gurmeet [Assignee] forwarded an eApprovals item to Lawal, Kassandra for action	See comment on this FOI from DMO	5/14/2021, 10:21:20 AM
Biggs, Jackie CITZ:EX made some changes to this item's details		5/14/2021, 9:55:57 AM
Biggs, Jackie CITZ:EX added a document: CTZ-2017-74572 Sign Form.Docx		5/14/2021, 9:55:13 AM
Biggs, Jackie CITZ:EX deleted a document: CTZ-2017-74572 Sign Form.Docx		5/14/2021, 9:55:07 AM
Biggs, Jackie CITZ:EX [Assignee] forwarded an eApprovals item to Sall, Gurmeet for action	Hi Gurmeet, please see the attached sign off. Note that the records for sign off are for all Ministries and the records relating to CITZ, for MO approval, are located on pages 10-14. s.13	5/14/2021, 9:22:02 AM
Biggs, Jackie CITZ:EX added a document: CTZ-2017-74572 Redline.pdf	Let me know if you have any questions.	5/14/2021, 9:12:01 AM
Biggs, Jackie CITZ:EX added a document: CTZ-2017-74572 Redline.pdf		5/14/2021, 9:08:02 AM
Biggs, Jackie CITZ:EX added a document: CTZ-2017-74572 Redline.pdf		5/14/2021, 9:04:22 AM
Biggs, Jackie CITZ:EX added a document: CTZ-2017-74572 Response Letter.Docx		5/14/2021, 9:03:51 AM
Biggs, Jackie CITZ:EX added a document: CTZ-2017-74572 Sign Form.Docx		5/14/2021, 9:03:51 AM
Biggs, Jackie CITZ:EX added a document: CTZ 2017 74572 (Beare) KL HARMs (completed 04-26).pdf		5/14/2021, 9:03:51 AM
Biggs, Jackie CITZ:EX created this item		5/14/2021, 9:03:50 AM
Biggs, Jackie CITZ:EX added a document: CTZ-2017-74572 Redline.pdf		5/14/2021, 9:03:50 AM

RE: Sign Off - CTZ-2017-74572 - LDD May 26, 2021

From: Biggs, Jackie CITZ:EX <Jackie.Biggs@gov.bc.ca>
To: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Cc: CITZ FOI Requests CITZ:EX <CITZ.FOIRequests@gov.bc.ca>
Sent: May 26, 2021 12:06:00 PM PDT

Hi Neal,
Completed sign off can be found [here](#).
Jackie

From: IAO CentralTeam CITZ:EX <IAOCentralTeam@gov.bc.ca>
Sent: May 13, 2021 4:54 PM
To: CITZ FOI Requests CITZ:EX <CITZ.FOIRequests@gov.bc.ca>
Cc: Biggs, Jackie CITZ:EX <Jackie.Biggs@gov.bc.ca>
Subject: Sign Off - CTZ-2017-74572 - LDD May 26, 2021

Hi Jackie,

The sign off package for this request, seeking *"A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."* is [on the shared drive](#).

- Redline
- Sign Form
- Draft Response Letter

LDD – **May 26, 2021**

Neal Yonson | Team Lead

Central Team, Information Access Operations

neal.yonson@gov.bc.ca | 778-698-2378



File: 292-30/CTZ-2017-74572

May 26, 2021

Sent via email:

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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Some information has been withheld pursuant to sections 12 (Cabinet and local public body confidences), 15 (Disclosure harmful to law enforcement), 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

Your file is now closed.

The records located in response to your request will be delivered through the BC Secure File Transfer Service. Separate emails will follow from the BC SFT Notification Service directing you how to set up an account and where to obtain your records. A guide for using the SFTS is enclosed for your convenience.

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 Neal Yonson, the analyst assigned to your request, at 778 698-2378. 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 778 698-2378.

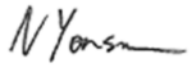
.../2

Ministry of Citizens' Services Information Access Operations Mailing Address:
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:
www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

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 "N Yonson".

Neal Yonson, Team Lead
On behalf of Cindy Elbahir, Manager
Central Agency Team, Information Access Operations

Enclosures

BC Government Secure File Transfer Service

Information Access Operations Ad-Hoc User Guide

Returning Users

If you are a returning user, please use your existing username and password. Passwords expire after 90 days. You can update your password at anytime.

New Users

Your records are provided to you via the Secure File Transfer Service (SFTS). You will need to setup a User Account to access to the STFS site.

You must log in to your temporary SFTS account within 7 days. After 7 days, your temporary SFTS account will expire and will no longer be accessible. If you are no longer able to access your account or records, please contact the FOI Analyst identified in your Response Letter for assistance.

Email Communication

1. The first email has your Response Letter attached.
 - This email is from the FOI Analyst at Information Access Operations who processed your file.
 - If your records are password protected, the response letter will contain your **password to open your records**.
2. The second email is the *New Package is Waiting* notification email.
 - This email will be received at the same time as the third email.
 - A hyperlink to the SFTS is contained in this email.
3. The third email is the *New User Account for the BC Secure File Transfer Service*
 - This email is sent only to users who are required to setup a STFS User Account.
 - If you are an existing user and your account is still active, you will not receive this email.
 - This email contains the following:
 - a **Hyperlink** to the SFTS site
 - a **Username** to access the SFTS site
 - a **temporary Password** to access the SFTS site
 - If you are unable to locate this email, please check your junk/spam folder. It is from BC Secure File Transfer Notification Service <DONOTREPLY>@gov.bc.ca.

Accessing Your Records

1. Setup your SFTS account.
 - Click on the URL hyperlink provided in your third email.
 - You will be redirected to the SFTS site.
 - If you are not redirected to SFTS site, it is accessible at: filetransfer.gov.bc.ca.

2. Enter your *Username* and *Password*.
 - These are provided in your third email.
3. Change your SFTS account password.
 - You will be required to do this as soon as you login.
 - Follow the instructions provided to you after you login to SFTS for the first time.
 - After you change your password, select "Finish." This will redirect you to your STFS Inbox.
4. Your records are now accessible.
 - Records will be available in SFTS for 35 days.
 - You can download your records up to 5 times.
 - To download your records:
 - Click on the records package
 - Click on the *Download* button beside the file(s)
 - If your records are password protected, you will require a password to open the pdf document.
 - *The password to open the pdf is located in your first email's Response Letter.*
 - It is recommended that you download and save your records so you do not have to return to the SFTS each time to view.
5. If your records are password protected, please consult your .pdf software's user manual on how to remove the password/encryption.

Troubleshooting

- If the hyperlink to the SFTS site does not open, try to access the site on a different web browser such as Chrome, or Firefox or Safari.
- Your temporary SFTS account expires after 7 days unless the account is logged into again or receives a new package. Your account will be deleted 7 days after it has been marked as expired. Once it is deleted, you will need to have a new ad-hoc account created - contact the FOI Analyst identified in the response letter.
- If you have forgotten your password but your account is still active:
 - You can use the "Request a password change" link on the Login page.
 - An email will be sent to you providing you the URL to confirm the password change.
 - Passwords expire after 90 days.
- If you encounter technical issues, please call the technical support line at 250-387-7000 and select option 3. You will need to advise the representative that you are requesting assistance as an ad-hoc user of the BC Secure File Transfer Service.

<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.

Email Details

From:	IAOCentralTeam@gov.bc.ca
To:	s.22
Cc:	
Bcc:	neal.yonson@gov.bc.ca
Subject:	CTZ-2017-74572
Date Sent:	5/13/2021 2:33:12 PM
Body:	<p>Please see the attached regarding your FOI request.</p> <p>Thank you.</p> <p>Information Access Operations Ministry of Citizens' Services</p> <p>www.gov.bc.ca/freedomofinformation</p>

Email Details

From:	IAOCentralTeam@gov.bc.ca
To:	s.22
Cc:	
Bcc:	neal.yonson@gov.bc.ca
Subject:	A - Extension - PB
Date Sent:	4/12/2021 8:47:09 AM
Body:	<p>Please see the attached regarding your FOI request.</p> <p>Thank you.</p> <p>Information Access Operations Ministry of Citizens' Services</p> <p><u>www.gov.bc.ca/freedomofinformation</u></p>

Email Details

From:	IAOCentralTeam@gov.bc.ca
To:	s.22
Cc:	
Bcc:	neal.yonson@gov.bc.ca
Subject:	CTZ-2017-74572 Payment Ackno
Date Sent:	3/17/2021 12:33:57 PM
Body:	<p>Please see the attached regarding your FOI request.</p> <p>Thank you.</p> <p>Information Access Operations Ministry of Citizens' Services</p> <p><u>www.gov.bc.ca/freedomofinformation</u></p>

Email Details

From:	IAOCentralTeam@gov.bc.ca
To:	s.22
Cc:	
Bcc:	neal.yonson@gov.bc.ca;Cindy.Kukucska@gov.bc.ca;Matthew.Prodan@gov.bc.ca
Subject:	G - Fees - Estimate
Date Sent:	3/8/2021 2:30:29 PM
Body:	<p>Please see the attached regarding your FOI request.</p> <p>Thank you.</p> <p>Information Access Operations Ministry of Citizens' Services</p> <p>www.gov.bc.ca/freedomofinformation</p>

Email Details

From:	IAOCentralTeam@gov.bc.ca
To:	s.22
Cc:	
Bcc:	neal.yonson@gov.bc.ca;Cindy.Kukucska@gov.bc.ca;Matthew.Prodan@gov.bc.ca
Subject:	FOI Request CTZ-2017-74572
Date Sent:	3/8/2021 3:17:01 PM
Body:	<p>Please see the attached regarding your FOI request.</p> <p>Thank you.</p> <p>Information Access Operations Ministry of Citizens' Services</p> <p>www.gov.bc.ca/freedomofinformation</p>



Report Date Time :3/28/2022 1:37:25 PM

Request Details Report

Request Information:

Request #	: CTZ-2017-74572
Action Office	: CTZ
Request Type	: General
Request Owner	: Elbahir, Cindy
On Behalf Of	: -
Applicant Category	: Researcher
Reference	: -
Received Mode	: Online Form
Received Date	: 12/15/2017
Original Start Date	: 12/15/2017
Start Date	: 12/15/2017
Perfected Request	: Yes
Disposition Accepted Date	: 5/26/2021
Delivery Date	: 5/26/2021
Original Closed Date	: 1/31/2018
Closed Date	: 5/26/2021
Original Due Date	: 1/31/2018
Due Date	: 5/26/2021
Estimated Delivery Date	: 5/26/2021
Total Days on Hold	: 7
Days Remaining	: N/A
Request Age	: 848
Days Allowed	: 848
Delivery Mode	: E-mail
Multi-Track Type	:
Priority	: Normal
Request Status	: Closed
Final Disposition	: Partial Disclosure
Retention Expired Date	: TBD
Method Of Access	: -
Translation Requested	: No
Release Format	: -
Continuing Request	: No

Description of the Request :

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Sub-requests :

Default

Applicant Information:

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

Address:

Address 1	s.22
Address 2	
City	
Province/Territory	
Country	
Postal Code	

Billing Address:

Address 1	s.22
Address 2	
City	
Province/Territory	
Country	
Postal Code	

Shipping Address:

Address 1	s.22
Address 2	
City	
Province/Territory	
Country	
Postal Code	

Other Address:

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

Action History :

Action	Comment	Action Taken By	Action Date/Time
Correspondence	Download Correspondence Log job has been submitted for the request 'CTZ-2017-74572'	Schumm, Ryan	3/28/2022 8:36:25 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Response Letter CTZ-2017-74572' for the request 'CTZ-2017-74572'	Ritchie, Katherine	10/22/2021 10:45:08 AM
Assigned		Account, System	8/19/2021 11:44:08 AM
Closed	# of pages released: Generated Count [68], Adjusted Count[68] # of pages reviewed: Generated Count [68], Adjusted Count [68]	Yonson, Neal	5/26/2021 2:49:10 PM
Correspondence	Sent correspondence letter of type Request with subject 'FOI Request CTZ-2017-74572' and file(s) CTZ-2017-74572.docx; added as attachment(s) for the request 'CTZ-2017-74572' to the following email address(es) s.22 neal.yonson@gov.bc.ca	Yonson, Neal	5/26/2021 2:47:09 PM
Documents Delivered	Final Response	Yonson, Neal	5/26/2021 12:43:17 PM
Final Disposition	Reportable Disposition has been set to 'Partial Disclosure' for the request 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:41:39 PM
Final Actions		Yonson, Neal	5/26/2021 12:41:39 PM
Added To Request Folder	Section 'TRA - Ma' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:11 PM
Added To Request Folder	Section 'TAC - Mark' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:10 PM
Added To Request Folder	Section 'TRA - Fleming' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:10 PM
Added To Request Folder	Section 'OOP - Horgan' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:09 PM
Added To Request Folder	Section 'PSS - Farnworth' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:09 PM
Added To Request Folder	Section 'MSD - Simons' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:08 PM
Added To Request Folder	Section 'MOE - Heyman' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:07 PM
Added To Request Folder	Section 'MMA - Osborne' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:06 PM
Added To Request Folder	Section 'MAG - Eby' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:05 PM
Added To Request Folder	Section 'MHA - Malcolmson' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:05 PM
Added To Request Folder	Section 'LBR - Bains' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:04 PM
Added To Request Folder	Section 'JER - Chow' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:03 PM
Added To Request Folder	Section 'JER - Kahlon' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:03 PM
Added To Request Folder	Section 'IRR - Rankin' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:02 PM
Added To Request Folder	Section 'FNR - Cullen' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:01 PM
Added To Request Folder	Section 'HTH - Dix' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:01 PM

Added To Request Folder	Section 'FIN - Robinson' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:00 PM
Added To Request Folder	Section 'FNR - Conroy' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:40:00 PM
Added To Request Folder	Section 'EDU - Whiteside' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:39:59 PM
Added To Request Folder	Section 'EML - Ralston' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:39:59 PM
Added To Request Folder	Section 'CTZ - Beare' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:39:58 PM
Added To Request Folder	Section 'CFD - Dean' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:39:57 PM
Added To Request Folder	Section 'AGR - Popham' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:39:56 PM
Added To Request Folder	Section 'CFD - Chen' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:39:56 PM
Added To Request Folder	Section 'AED - Kang' under Folder 'CTZ-2017-74572' added to the Request Folder 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:39:55 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Sign - Approved' for the request 'CTZ-2017-74572'	Yonson, Neal	5/26/2021 12:38:06 PM
Review		Yonson, Neal	5/13/2021 4:55:48 PM
Sign - Sent		Yonson, Neal	5/13/2021 4:55:48 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Sign - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 4:55:31 PM
Send/Save Documents for Consultation		Yonson, Neal	5/13/2021 4:31:14 PM
Correspondence	Saved received correspondence letter of type Request with subject 'HTH - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 4:27:38 PM
Correspondence	Saved received correspondence letter of type Request with subject 'CFD - FNR records - no concerns' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 4:27:07 PM
Correspondence	Saved received correspondence letter of type Request with subject 'TRA - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:28:07 PM
Correspondence	Saved received correspondence letter of type Request with subject 'TAC - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:27:16 PM
Correspondence	Saved received correspondence letter of type Request with subject 'PSS - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:26:15 PM
Correspondence	Saved received correspondence letter of type Request with subject 'OOP - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:25:39 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MSD - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:25:24 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MOE - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:23:47 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MMA - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:23:14 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MHA - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:22:55 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MAG - Response - Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:22:25 PM
Correspondence	Saved received correspondence letter of type Request with subject 'LBR - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:20:35 PM
Correspondence	Saved received correspondence letter of type Request with subject 'JER - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:19:52 PM
Correspondence	Saved received correspondence letter of type Request with subject 'IRR - Response - No harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:19:36 PM
Correspondence	Saved received correspondence letter of type Request with subject 'FNR - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 2:18:10 PM

Correspondence	Saved received correspondence letter of type Request with subject 'FIN - Response - Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:25:36 PM
Correspondence	Saved received correspondence letter of type Request with subject 'EML - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:24:19 PM
Correspondence	Saved received correspondence letter of type Request with subject 'EDU - Response - Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:23:41 PM
Correspondence	Saved received correspondence letter of type Request with subject 'CTZ - Response - Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:21:34 PM
Correspondence	Saved received correspondence letter of type Request with subject 'CTZ - Response - Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:21:33 PM
Correspondence	Saved received correspondence letter of type Request with subject 'CFD - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:20:12 PM
Correspondence	Saved received correspondence letter of type Request with subject 'CFD - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:20:11 PM
Correspondence	Saved received correspondence letter of type Request with subject 'AGR - Response - No Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:19:25 PM
Correspondence	Saved received correspondence letter of type Request with subject 'AED - Response - Harms' for the request 'CTZ-2017-74572'	Yonson, Neal	5/13/2021 1:17:10 PM
Correspondence	Deleted pending correspondence letter with the subject 'G - Sign Form' for the request 'CTZ-2017-74572' with Comments 'Drafting new one from scratch'	Yonson, Neal	5/13/2021 10:28:44 AM
Correspondence	Saved received correspondence letter of type Request with subject 'IRR - 2nd Consult Reminder' for the request 'CTZ-2017-74572'	Yonson, Neal	5/10/2021 12:54:20 PM
Correspondence	Saved received correspondence letter of type Request with subject 'HTH - 2nd Consult Reminder' for the request 'CTZ-2017-74572'	Yonson, Neal	5/10/2021 12:54:04 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - PSS' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:04:06 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - OOP' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:03:51 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - MOE' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:03:32 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - MAG' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:03:08 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - IRR' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:02:52 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - HTH' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:02:32 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - EDU' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:02:04 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Reminder - CFD' for the request 'CTZ-2017-74572'	Yonson, Neal	5/3/2021 11:01:54 AM
Correspondence	Saved received correspondence letter of type Request with subject 'CFD Part 2 - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/23/2021 1:39:10 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MKC records' for the request 'CTZ-2017-74572'	Yonson, Neal	4/23/2021 1:38:45 PM
Correspondence	Deleted received correspondence letter with the subject 'Records for MKC' for the request 'CTZ-2017-74572' with Comments 'will re-upload records'	Yonson, Neal	4/23/2021 1:38:24 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Records for MKC' for the request 'CTZ-2017-74572'	Yonson, Neal	4/23/2021 1:22:47 PM
Correspondence	Saved received correspondence letter of type Request with subject 'TRA - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:34:21 PM

Correspondence	Saved received correspondence letter of type Request with subject 'TAC - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:33:51 PM
Correspondence	Saved received correspondence letter of type Request with subject 'PSS - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:33:36 PM
Correspondence	Saved received correspondence letter of type Request with subject 'OOP - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:33:25 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MSD - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:33:06 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MOE - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:32:56 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MMA - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:32:38 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MHA - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:32:25 PM
Correspondence	Saved received correspondence letter of type Request with subject 'MAG - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:32:06 PM
Correspondence	Saved received correspondence letter of type Request with subject 'LBR - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:31:53 PM
Correspondence	Saved received correspondence letter of type Request with subject 'JER - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:31:42 PM
Correspondence	Saved received correspondence letter of type Request with subject 'IRR - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:31:23 PM
Correspondence	Saved received correspondence letter of type Request with subject 'HTH - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:31:04 PM
Correspondence	Saved received correspondence letter of type Request with subject 'FNR - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:30:43 PM
Correspondence	Saved received correspondence letter of type Request with subject 'FIN - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:30:16 PM
Correspondence	Saved received correspondence letter of type Request with subject 'EML - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:30:01 PM
Correspondence	Saved received correspondence letter of type Request with subject 'EDU - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:29:44 PM
Correspondence	Saved received correspondence letter of type Request with subject 'CTZ - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:29:31 PM
Correspondence	Saved received correspondence letter of type Request with subject 'CFD Part 1 - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:29:16 PM
Correspondence	Saved received correspondence letter of type Request with subject 'AGR - Consult - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:28:52 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Consult - Sent - AED' for the request 'CTZ-2017-74572'	Yonson, Neal	4/19/2021 2:28:16 PM
Review		Yonson, Neal	4/19/2021 2:27:02 PM
Consult - Internal		Yonson, Neal	4/19/2021 2:27:02 PM
Added To Review Log	Section 'AED - Kang' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'MMA - Osborne' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'MOE - Heyman' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'MSD - Simons' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'OOP - Horgan' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'PSS - Farnworth' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM

Added To Review Log	Section 'TAC - Mark' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'TRA - Fleming' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'TRA - Ma' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 11:09:51 AM
Added To Review Log	Section 'MHA - Malcolmson' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:49:28 AM
Added To Review Log	Section 'MAG - Eby' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:49:18 AM
Added To Review Log	Section 'LBR - Bains' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:49:11 AM
Added To Review Log	Section 'JER - Kahlon' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:49:02 AM
Added To Review Log	Section 'JER - Chow' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:48:53 AM
Added To Review Log	Section 'IRR - Rankin' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:48:46 AM
Added To Review Log	Section 'HTH - Dix' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:48:39 AM
Added To Review Log	Section 'FNR - Cullen' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:48:30 AM
Added To Review Log	Section 'FNR - Conroy' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:45:13 AM
Added To Review Log	Section 'FIN - Robinson' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:44:44 AM
Added To Review Log	Section 'EML - Ralston' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:44:30 AM
Added To Review Log	Section 'EDU - Whiteside' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:43:51 AM
Added To Review Log	Section 'CTZ - Beare' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:40:20 AM
Added To Review Log	Section 'CFD - Dean' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:40:08 AM
Added To Review Log	Section 'CFD - Chen' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:34:44 AM
Added To Review Log	Section 'AGR - Popham' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 10:34:05 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Ext - ministry informed' for the request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 8:48:40 AM
Correspondence	Sent correspondence letter of type Request with subject 'FOI Request CTZ-2017-74572' and file(s) A - Extension - PB.docx; added as attachment(s) for the request 'CTZ-2017-74572' to the following email address(es) s.22 ;neal.yonson@gov.bc.ca	Yonson, Neal	4/12/2021 8:48:22 AM
[Extension Completed]:Note-New	Completed Date for the Extension is set to '04/12/2021' with 'PB - Consultation' as its Reason for Extension.	Yonson, Neal	4/12/2021 8:45:14 AM
[Extension Approved]:Note-New	Target has been extended from '04/13/2021' to '05/26/2021' with Reason for Extension set to 'PB - Consultation' Third Party Notice Date has been set to '4/12/2021' for the Request 'CTZ-2017-74572'.	Yonson, Neal	4/12/2021 8:45:06 AM
Estimated Delivery Date	Estimated Delivery Date has been changed from '04/13/2021' to '05/26/2021' for the Request 'CTZ-2017-74572'	Yonson, Neal	4/12/2021 8:45:06 AM
Due date changed	Target date has been extended from '04/13/2021' to '05/26/2021' for the Request 'CTZ-2017-74572'.	Yonson, Neal	4/12/2021 8:45:06 AM
[Extension Created]:Note-New	Extension of target date has been requested from '04/13/2021' to '05/26/2021' with Reason for Extension set to 'PB - Consultation' for the Request 'CTZ-2017-74572'.	Yonson, Neal	4/12/2021 8:44:56 AM
Review		Yonson, Neal	4/9/2021 3:54:20 PM
Records - Ready for Review		Yonson, Neal	4/9/2021 3:54:20 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Records produced' for the request 'CTZ-2017-74572'	Yonson, Neal	4/9/2021 1:26:47 PM
Payment	Payment received for \$2,700.00 (Credit Card - \$2,700.00) for Request 'CTZ-2017-74572'	Yonson, Neal	4/9/2021 1:24:33 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Ministry informed, file taken off hold' for the request 'CTZ-2017-74572'	Yonson, Neal	3/17/2021 12:41:05 PM
Review		Yonson, Neal	3/17/2021 12:37:57 PM

Call - Fees Paid CFR Sent		Yonson, Neal	3/17/2021 12:37:57 PM
Correspondence	Sent correspondence letter of type Request with subject 'FOI Request CTZ-2017-74572' and file(s) CTZ-2017-74572 Payment Ackno.docx; added as attachment(s) for the request 'CTZ-2017-74572' to the following email address(es)s.22 neal.yonson@gov.bc.ca	Yonson, Neal	3/17/2021 12:35:39 PM
[On Hold - Fee Related - Start Clock]:Note-New	Start clock is set on '03/17/2021' with target date '04/13/2021'.	Yonson, Neal	3/17/2021 12:28:22 PM
Estimated Delivery Date	Estimated Delivery Date has been changed from '03/31/2021' to '04/13/2021' for the Request 'CTZ-2017-74572'.	Yonson, Neal	3/17/2021 12:28:22 PM
Due date changed	Target date has been changed from '03/31/2021' to '04/13/2021' for the Request 'CTZ-2017-74572' due to start the clock	Yonson, Neal	3/17/2021 12:28:22 PM
Perfected	Request is marked as Perfected due to start the clock.	Yonson, Neal	3/17/2021 12:28:22 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Request Description' for the request 'CTZ-2017-74572'	Webster, Richard	3/17/2021 10:36:06 AM
Correspondence	Deleted received correspondence letter with the subject 'Request Description' for the request 'CTZ-2017-74572' with Comments 'err'	Webster, Richard	3/17/2021 10:34:41 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Request Description' for the request 'CTZ-2017-74572'	Webster, Richard	3/17/2021 10:31:47 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Draft and fee approved' for the request 'CTZ-2017-74572'	Yonson, Neal	3/12/2021 9:30:17 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Applicant Correspondence' for the request 'CTZ-2017-74572'	Yonson, Neal	3/12/2021 9:28:15 AM
[On Hold - Fee Related - Stop Clock]:Note-New	Stop clock is set on '03/08/2021'.	Yonson, Neal	3/8/2021 3:18:52 PM
Not Perfected	Request is marked as Not Perfected due to stop the clock.	Yonson, Neal	3/8/2021 3:18:52 PM
Estimated Delivery Date	Estimated Delivery Date has been changed from '01/31/2018' to '03/31/2021' for the Request 'CTZ-2017-74572'.With Comments:Revised due date as per OIPC order	Yonson, Neal	3/8/2021 3:18:36 PM
Due date changed	Target date has been changed from '01/31/2018' to '03/31/2021' for the Request 'CTZ-2017-74572' as the target date is changed manually.	Yonson, Neal	3/8/2021 3:18:36 PM
Correspondence	Sent correspondence letter of type Request with subject 'FOI Request CTZ-2017-74572' and file(s) Invoice (00000005716).pdf; G - Fees - Estimate.docx; added as attachment(s) for the request 'CTZ-2017-74572' to the following email address(es) s.22 neal.yonson@gov.bc.ca;Cindy.Kukucska@gov.bc.ca;Matthew.Prodan@gov.bc.ca	Yonson, Neal	3/8/2021 3:17:06 PM
Invoice	Invoice #00000005716 created and amount charged is \$2,700.00	Yonson, Neal	3/8/2021 2:25:31 PM
Cost sheet	Cost estimated and amount charged is \$2,700.00 for Request 'CTZ-2017-74572'	Yonson, Neal	3/8/2021 2:25:01 PM
Assigned		Yonson, Neal	3/5/2021 3:28:07 PM
Correspondence	Deleted pending correspondence letter with the subject 'G - Fees - Estimate' for the request 'CTZ-2017-74572' with Comments '.'	Yonson, Neal	3/5/2021 3:18:24 PM
Retention Policy	Retention expiry date is removed. (Reason: 'CTZ-2017-74572' amended)	Yonson, Neal	3/5/2021 2:50:15 PM
Amended	Request 'CTZ-2017-74572' has been amended and the Request Status is set to 'Amended'	Yonson, Neal	3/5/2021 2:50:15 PM
Assigned		Account, System	11/18/2019 3:48:11 PM
Assigned		Account, System	11/18/2019 9:48:35 AM
Assigned		Onciul, Jamie	11/12/2019 10:19:34 AM
Assigned		Onciul, Jamie	8/2/2019 9:11:10 AM
Assigned		Onciul, Jamie	4/2/2019 8:53:01 AM
Assigned		Bertucci, Jason	1/7/2019 12:03:52 PM
Assigned		Bertucci, Jason	9/28/2018 9:36:56 AM

Assigned		Bertucci, Jason	9/28/2018 9:25:44 AM
Retention Policy	Retention expiry date is removed(Reason: Complaint 'CTZ-2018-80118' created)	Courcy, Danny	7/19/2018 2:24:48 PM
Review	Review 'CTZ-2018-80118' is created for the request 'CTZ-2017-74572'	Courcy, Danny	7/19/2018 2:24:48 PM
Assigned		Bertucci, Jason	5/15/2018 10:23:09 AM
Assigned		Bertucci, Jason	4/6/2018 10:48:02 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Applicant Correspondence' for the request 'CTZ-2017-74572'	Yonson, Neal	2/2/2018 2:36:54 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Sign - Approved by DM' for the request 'CTZ-2017-74572'	Yonson, Neal	2/1/2018 8:31:53 AM
Retention Policy	Retention expiry date is set to '01/31/2023' based on the retention policy '292-30 General FOI Requests'. (Reason: 'CTZ-2017-74572' closed)	Yonson, Neal	1/31/2018 4:31:55 PM
Closed	# of pages released: Generated Count[0], Adjusted Count [0] # of pages reviewed: Generated Count[0], Adjusted Count[0]	Yonson, Neal	1/31/2018 4:31:55 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Final Response Letter' for the request 'CTZ-2017-74572'	Yonson, Neal	1/31/2018 4:31:30 PM
Final Disposition	Reportable Disposition has been set to 'No Resp. Records Exist/Located' for the request 'CTZ-2017-74572'	Yonson, Neal	1/31/2018 4:20:54 PM
Final Actions		Yonson, Neal	1/31/2018 4:20:54 PM
Remove From Review Log	Folder 'CTZ-2017-74572' removed from Review Log for the request 'CTZ-2017-74572'	Yonson, Neal	1/31/2018 4:20:21 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Sign - Approved' for the request 'CTZ-2017-74572'	Yonson, Neal	1/31/2018 4:19:52 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Sign - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	1/24/2018 11:47:57 AM
Review		Yonson, Neal	1/24/2018 11:47:24 AM
Sign - Sent		Yonson, Neal	1/24/2018 11:47:24 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Call - Cancelled' for the request 'CTZ-2017-74572'	Yonson, Neal	1/23/2018 1:59:41 PM
Review		McCowan, Dwayne	1/18/2018 3:32:29 PM
Peer Review Complete		McCowan, Dwayne	1/18/2018 3:32:29 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'CTZ-2017-74572' saved to disk	McCowan, Dwayne	1/18/2018 3:30:52 PM
Review		Yonson, Neal	1/18/2018 3:26:28 PM
Peer Review		Yonson, Neal	1/18/2018 3:26:28 PM
Correspondence	Correspondence template of type Request for s.13 for the request 'CTZ-2017-74572' saved to disk	Yonson, Neal	1/18/2018 3:25:39 PM
Correspondence	Correspondence template of type Request with subject 'G - Sign Form' for the request 'CTZ-2017-74572' saved to disk	Yonson, Neal	1/18/2018 3:23:06 PM
Review		Yonson, Neal	1/18/2018 11:50:36 AM
Records - Ready for Review		Yonson, Neal	1/18/2018 11:50:36 AM
Added To Review Log	Section 'Records' under Folder 'CTZ-2017-74572' added to Review Log of the request 'CTZ-2017-74572'	Yonson, Neal	1/18/2018 11:50:31 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Call - Completed' for the request 'CTZ-2017-74572'	Yonson, Neal	1/18/2018 11:48:28 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Call - Sent' for the request 'CTZ-2017-74572'	Yonson, Neal	12/29/2017 1:49:17 PM
Review		Yonson, Neal	12/29/2017 1:49:01 PM
Call - CFR Sent		Yonson, Neal	12/29/2017 1:49:01 PM

[Re-Assign Request]:Note-New	XGR-2017-74562 (File & Folder Lists)	Margetish, Brenda	12/29/2017 12:14:29 PM
Assigned		Margetish, Brenda	12/29/2017 12:14:29 PM
Perfected		Margetish, Brenda	12/29/2017 12:12:20 PM
Review		Margetish, Brenda	12/29/2017 12:09:57 PM
Intake - XGOV coordination underway		Margetish, Brenda	12/29/2017 12:09:57 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Request Description' for the request 'CTZ-2017-74572'	Margetish, Brenda	12/29/2017 11:13:13 AM
Assigned		Margetish, Brenda	12/29/2017 11:13:13 AM
Received	Request 'CTZ-2017-74572' is received via 'Online Form'	Margetish, Brenda	12/29/2017 11:13:13 AM

Assign :

Assigned By	Assigned Date	Assigned To (User/Group)	Action Office	Comments	Request Status
Margetish, Brenda	12/29/2017 12:14:29 PM	Yonson, Neal	IAO	XGR-2017-74562 (File & Folder Lists)	Perfected
Margetish, Brenda	12/29/2017 11:13:13 AM	Admin	IMB	-	Received
Margetish, Brenda	12/29/2017 11:13:13 AM	Margetish, Brenda	IAO	-	Received
Account, System	11/18/2019 3:48:11 PM	Elbahir, Cindy	IAO	-	Closed
Account, System	11/18/2019 9:48:35 AM	Frelick, Melinda	IAO	-	Closed
Onciul, Jamie	11/12/2019 10:19:34 AM	Bejcek, Ken	IAO	-	Closed
Bertucci, Jason	9/28/2018 9:36:56 AM	Angene, Brian	IAO	-	Received
Bertucci, Jason	9/28/2018 9:25:44 AM	Turkington, Derek	IAO	-	Received
Yonson, Neal	8/19/2021 11:44:08 AM	Elbahir, Cindy (Primary)	IAO	-	Closed
Onciul, Jamie	8/2/2019 9:11:10 AM	Vanzetta, Maxine	IAO	-	Closed
Bertucci, Jason	5/15/2018 10:23:09 AM	Rolfe, Samuel	IAO	-	Received
Bertucci, Jason	4/6/2018 10:48:02 AM	Rolfe, Samuel	IAO	-	Received
Onciul, Jamie	4/2/2019 8:53:01 AM	Elbahir, Cindy	IAO	-	Closed
Yonson, Neal	3/5/2021 3:28:07 PM	Yonson, Neal	IAO	-	Amended
Bertucci, Jason	1/7/2019 12:03:52 PM	Schulte, Leanne	IAO	-	Closed

Link Requests :

Request #	Request Type	Applicant Name	Primary User	Start Date	Due Date	Request Status
XGR-2017-74562	General	s.22	Appleton, Natalie	12/15/2017	1/31/2018	Closed
CTZ-2021-11547	General		Doyle, Toyoko	4/7/2021	7/2/2021	Closed

Extension :

ID	Reason for Extension	Days	Extended Due Date	Approval/Denial Date	Completed Date	Extension Status	Extension Note	Approval/Denial Note	Completion Note
50284	PB - Consultation	30	5/26/2021	4/12/2021	4/12/2021	Completed (Approved)			

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
2017 Generals	CTZ-2017-74572/AED - Kang	Denied in part	Redline	3	5/26/2021	s.15;s.22	
2017 Generals	CTZ-2017-74572/AGR - Popham	Denied in part	Redline	2	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/CFD - Chen	Denied in part	Redline	2	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/CFD - Dean	Denied in part	Redline	2	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/CTZ - Beare	Denied in part	Redline	5	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/EDU - Whiteside	Denied in part	Redline	3	5/26/2021	s.15;s.22	
2017 Generals	CTZ-2017-74572/EML - Ralston	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/FIN - Robinson	Denied in part	Redline	2	5/26/2021	s.12;s.15	
2017 Generals	CTZ-2017-74572/FNR - Conroy	Denied in part	Redline	4	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/FNR - Cullen	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/HTH - Dix	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/IRR - Rankin	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/JER - Chow	Denied in part	Redline	2	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/JER - Kahlon	Denied in part	Redline	1	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/LBR - Bains	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/MAG - Eby	Denied in part	Redline	3	5/26/2021	s.15;s.22	
2017 Generals	CTZ-2017-74572/MHA - Malcolmson	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/MMA - Osborne	Denied in part	Redline	2	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/MOE - Heyman	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/MSD - Simons	Denied in part	Redline	4	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/OOP - Horgan	Denied in part	Redline	2	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/PSS - Farnworth	Denied in part	Redline	2	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/TAC - Mark	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/TRA - Fleming	Denied in part	Redline	3	5/26/2021	s.15	
2017 Generals	CTZ-2017-74572/TRA - Ma	Denied in part	Redline	2	5/26/2021	s.15;s.22	

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	: 68
# of pages attached to request folder with partial redactions	: 68
# of pages attached to request folder with full redactions	: 0
# of pages attached to request folder without redactions	: 0
# of documents delivered	: 1
# of pages reviewed	: 68
# of pages delivered	: 68

Partially Applied Redaction Code Details:

Redaction Code	Description	No. of Pages Used
s.12	FOIPPA: Cabinet and local public body confidences	Applied to 1 Page(s)
s.15	FOIPPA: Disclosure harmful to law enforcement	Applied to 68 Page(s)
s.22	FOIPPA: Disclosure harmful to personal privacy	Applied to 5 Page(s)

Fully Applied Redaction Code Details:

Redaction Code	Description	No. of Pages Used
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	: Paid
Last Invoice Amount	: \$ 2700.00
Last Invoice Number	: 00000005716
Last Invoice Date	: 3/8/2021
Pre-Payment Amount	: \$ 0.00
Total Invoiced	: \$ 2700.00
Cost Estimated	: \$ 2700.00
Cost Not Charged by the Institution	: \$ 0.00
Amount Waived	: \$ 0.00
Total Amount Paid	: \$ 2700.00
Balance Due	: \$ 0.00
Total Refund Amount	: \$ 0.00
Amount Applicant Agreed to Pay	: \$ 2700.00
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
Adjudicate Days (Fee Waiver)	: 0
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)

Program Office	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	Dispatched Date	Action Date
Response Letter CTZ-2017-74572	Response Letter CTZ-2017-74572.pdf	Ritchie, Katherine	Received	Internal			10/22/2021 10:45:08 AM
Sign - Approved	eApprovals 14159 History.pdf	Yonson, Neal	Received				5/26/2021 12:38:06 PM
Sign - Approved	RE_ Sign Off - CTZ-2017-74572 - LDD May 26_2021.msg	Yonson, Neal	Received				5/26/2021 12:38:06 PM
Sign - Sent	Redline - CTZ-2017-74572.pdf	Yonson, Neal	Received				5/13/2021 4:55:31 PM
Sign - Sent	CTZ-2017-74572 Sign Form.Docx	Yonson, Neal	Received				5/13/2021 4:55:31 PM

Sign - Sent	CTZ-2017-74572 Response Letter.Docx	Yonson, Neal	Received				5/13/2021 4:55:31 PM
Sign - Sent	Sign Off - CTZ- 2017-74572 - LDD May 26_ 2021.msg	Yonson, Neal	Received				5/13/2021 4:55:31 PM
HTH - Response - No harms	RE_ FOI Consultation - Ministerial file_folder lists - HTH.msg	Yonson, Neal	Received				5/13/2021 4:27:38 PM
CFD - FNR records - no concerns	RE_ Follow-up consult - FOI request for ministerial file_folder lists.msg	Yonson, Neal	Received				5/13/2021 4:27:07 PM
G - Sign Form - 2021	G - Sign Form - 2021.Docx	Yonson, Neal	Pending			5/13/2021	5/13/2021 3:04:56 PM
CTZ-2017-74572	G - Response - Partial Disclosure - 2021.Docx	Yonson, Neal	Sent	E-mail	s.22	5/26/2021	5/13/2021 2:33:12 PM
TRA - Response - No harms	Reply to Consultation - Ministerial file_folder lists - TRA CTZ-2017- 74572.msg	Yonson, Neal	Received				5/13/2021 2:28:07 PM
TAC - Response - No harms	CONSULTATION COMPLETE_ TAC MINISTERIAL FILE FOLDER LISTS - 3 PAGES_.msg	Yonson, Neal	Received				5/13/2021 2:27:16 PM
PSS - Response - No harms	FW_ Reminder_ FOI Consultation - Ministerial file_folder lists - PSS.msg	Yonson, Neal	Received				5/13/2021 2:26:15 PM
OOP - Response - No harms	RE_ Reminder_ FOI Consultation - Ministerial file_folder lists - OOP.msg	Yonson, Neal	Received				5/13/2021 2:25:39 PM
MSD - Response - No harms	RE_ FOI Consultation - Ministerial file_folder lists - MSD.msg	Yonson, Neal	Received				5/13/2021 2:25:24 PM
MOE - Response - No Harms	RE_ Reminder_ FOI Consultation - Ministerial file_folder lists - MOE.msg	Yonson, Neal	Received				5/13/2021 2:23:47 PM
MMA - Response - No Harms	CONSULTATION COMPLETE_ MMA - MINISER'S FOLDER LIST - 2 PAGES_ Response due by April 30th_.msg	Yonson, Neal	Received				5/13/2021 2:23:14 PM
MHA - Response - No Harms	MMHA NO HARMS_ FOI Consultation - Ministerial file_folder lists - MHA - due April 30_ 2021.msg	Yonson, Neal	Received				5/13/2021 2:22:55 PM
MAG - Response - Harms	FW_ FOI Consultation - Ministerial file_folder lists - MAG.msg	Yonson, Neal	Received				5/13/2021 2:22:25 PM

LBR - Response - No harms	CONSULTATION COMPLETE_ LBR MINISTERIAL FILE_FOLDER - .msg	Yonson, Neal	Received				5/13/2021 2:20:35 PM
JER - Response - No harms	CONSULTATION COMPLETE_ JTT FILE FOLDER LISTS - 3 PAGES - DUE APRIL 30TH .msg	Yonson, Neal	Received				5/13/2021 2:19:52 PM
IRR - Response - No harms	FOI Consultation - Ministerial file_folder lists - IRR.msg	Yonson, Neal	Received				5/13/2021 2:19:36 PM
FNR - Response - No Harms	Attn_ Neal _ _ FOI Consultation - Ministerial file_folder lists - FNR.msg	Yonson, Neal	Received				5/13/2021 2:18:10 PM
FIN - Response - Harms	FW_ FOI Consultation - Ministerial file_folder lists - FIN.msg	Yonson, Neal	Received				5/13/2021 1:25:36 PM
EML - Response - No Harms	RE_ FOI Consultation - Ministerial file_folder lists - EML.msg	Yonson, Neal	Received				5/13/2021 1:24:19 PM
EDU - Response - Harms	EDUC Final Review _ FOI Consultation CTZ -2017-74572 - Ministerial file_folder lists - EDU.msg	Yonson, Neal	Received				5/13/2021 1:23:41 PM
CTZ - Response - Harms	RE_ FOI Consultation - Ministerial file_folder lists - CTZ.msg	Yonson, Neal	Received				5/13/2021 1:21:34 PM
CTZ - Response - Harms	RE_ FOI Consultation - Ministerial file_folder lists - CTZ.msg	Yonson, Neal	Received				5/13/2021 1:21:33 PM
CFD - Response - No Harms	RE_ FOI Consultation - Ministerial file_folder lists - CFD Part 2.msg	Yonson, Neal	Received				5/13/2021 1:20:11 PM
CFD - Response - No Harms	RE_ FOI Consultation - Ministerial file_folder lists - CFD Part 1.msg	Yonson, Neal	Received				5/13/2021 1:20:11 PM
AGR - Response - No Harms	Approved _ FOI Consultation - Ministerial file_folder lists - AGR.msg	Yonson, Neal	Received				5/13/2021 1:19:25 PM
AED - Response - Harms	RE_ FOI Consultation - Ministerial file_folder lists - AED.msg	Yonson, Neal	Received				5/13/2021 1:17:10 PM
AED - Response - Harms	RE_ FOI Consultation - Ministerial file_folder lists - AED.msg	Yonson, Neal	Received				5/13/2021 1:17:10 PM

IRR - 2nd Consult Reminder	Second Reminder_ FOI Consultation - Ministerial file_folder lists - IRR.msg	Yonson, Neal	Received				5/10/2021 12:54:20 PM
HTH - 2nd Consult Reminder	Second Reminder_ FOI Consultation - Ministerial file_folder lists - HTH.msg	Yonson, Neal	Received				5/10/2021 12:54:04 PM
Consult - Reminder - PSS	Reminder_ FOI Consultation - Ministerial file_folder lists - PSS.msg	Yonson, Neal	Received				5/3/2021 11:04:06 AM
Consult - Reminder - OOP	Reminder_ FOI Consultation - Ministerial file_folder lists - OOP.msg	Yonson, Neal	Received				5/3/2021 11:03:51 AM
Consult - Reminder - MOE	Reminder_ FOI Consultation - Ministerial file_folder lists - MOE.msg	Yonson, Neal	Received				5/3/2021 11:03:32 AM
Consult - Reminder - MAG	Reminder_ FOI Consultation - Ministerial file_folder lists - MAG.msg	Yonson, Neal	Received				5/3/2021 11:03:08 AM
Consult - Reminder - IRR	Reminder_ FOI Consultation - Ministerial file_folder lists - IRR.msg	Yonson, Neal	Received				5/3/2021 11:02:52 AM
Consult - Reminder - HTH	Reminder_ FOI Consultation - Ministerial file_folder lists - HTH.msg	Yonson, Neal	Received				5/3/2021 11:02:32 AM
Consult - Reminder - EDU	Reminder_ FOI Consultation - Ministerial file_folder lists - EDU.msg	Yonson, Neal	Received				5/3/2021 11:02:04 AM
Consult - Reminder - CFD	FW_ FOI Consultation - Ministerial file_folder lists - CFD Part 1.msg	Yonson, Neal	Received				5/3/2021 11:01:54 AM
CFD Part 2 - Consult - Sent	FOI Consultation - Ministerial file_folder lists - CFD Part 2.msg	Yonson, Neal	Received				4/23/2021 1:39:10 PM
MKC records	s.15 snapshot.txt	Yonson, Neal	Received				4/23/2021 1:38:45 PM
TRA - Consult - Sent	FOI Consultation - Ministerial file_folder lists - TRA.msg	Yonson, Neal	Received				4/19/2021 2:34:21 PM
TAC - Consult - Sent	FOI Consultation - Ministerial file_folder lists - TAC.msg	Yonson, Neal	Received				4/19/2021 2:33:51 PM
PSS - Consult - Sent	FOI Consultation - Ministerial file_folder lists - PSS.msg	Yonson, Neal	Received				4/19/2021 2:33:36 PM
OOP - Consult - Sent	FOI Consultation - Ministerial file_folder lists - OOP.msg	Yonson, Neal	Received				4/19/2021 2:33:25 PM

MSD - Consult - Sent	FOI Consultation - Ministerial file_folder lists - MSD.msg	Yonson, Neal	Received				4/19/2021 2:33:06 PM
MOE - Consult - Sent	FOI Consultation - Ministerial file_folder lists - MOE.msg	Yonson, Neal	Received				4/19/2021 2:32:56 PM
MMA - Consult - Sent	FOI Consultation - Ministerial file_folder lists - MMA.msg	Yonson, Neal	Received				4/19/2021 2:32:38 PM
MHA - Consult - Sent	FOI Consultation - Ministerial file_folder lists - MHA.msg	Yonson, Neal	Received				4/19/2021 2:32:25 PM
MAG - Consult - Sent	FOI Consultation - Ministerial file_folder lists - MAG.msg	Yonson, Neal	Received				4/19/2021 2:32:06 PM
LBR - Consult - Sent	FOI Consultation - Ministerial file_folder lists - LBR.msg	Yonson, Neal	Received				4/19/2021 2:31:53 PM
JER - Consult - Sent	FOI Consultation - Ministerial file_folder lists - JER.msg	Yonson, Neal	Received				4/19/2021 2:31:42 PM
IRR - Consult - Sent	FOI Consultation - Ministerial file_folder lists - IRR.msg	Yonson, Neal	Received				4/19/2021 2:31:23 PM
HTH - Consult - Sent	FOI Consultation - Ministerial file_folder lists - HTH.msg	Yonson, Neal	Received				4/19/2021 2:31:04 PM
FNR - Consult - Sent	FOI Consultation - Ministerial file_folder lists - FNR.msg	Yonson, Neal	Received				4/19/2021 2:30:43 PM
FIN - Consult - Sent	FOI Consultation - Ministerial file_folder lists - FIN.msg	Yonson, Neal	Received				4/19/2021 2:30:16 PM
EML - Consult - Sent	FOI Consultation - Ministerial file_folder lists - EML.msg	Yonson, Neal	Received				4/19/2021 2:30:01 PM
EDU - Consult - Sent	FOI Consultation - Ministerial file_folder lists - EDU.msg	Yonson, Neal	Received				4/19/2021 2:29:44 PM
CTZ - Consult - Sent	FOI Consultation - Ministerial file_folder lists - CTZ.msg	Yonson, Neal	Received				4/19/2021 2:29:31 PM
CFD Part 1 - Consult - Sent	FOI Consultation - Ministerial file_folder lists - CFD Part 1.msg	Yonson, Neal	Received				4/19/2021 2:29:16 PM
AGR - Consult - Sent	FOI Consultation - Ministerial file_folder lists - AGR.msg	Yonson, Neal	Received				4/19/2021 2:28:52 PM
AED - Consult - Sent	FOI Consultation - Ministerial file_folder lists - AED.msg	Yonson, Neal	Received				4/19/2021 2:28:16 PM
Ext - ministry informed	Extension - CTZ-2017-74572.msg	Yonson, Neal	Received				4/12/2021 8:48:40 AM
A - Extension - PB	A - Extension - PB.Docx	Yonson, Neal	Sent	E-mail	s.22	4/12/2021	4/12/2021 8:47:09 AM
Records produced	File Folder Requests.zip	Yonson, Neal	Received				4/9/2021 1:26:47 PM

Records produced	CTZ-2017-74572 - Records Ready.msg	Yonson, Neal	Received				4/9/2021 1:26:47 PM
Ministry informed, file taken off hold	CTZ-2017-74572 - Fees paid request re-activated.msg	Yonson, Neal	Received				3/17/2021 12:41:05 PM
CTZ-2017-74572 Payment Ackno	G - Fees - Ackno and Ext.Docx	Yonson, Neal	Sent	E-mail	s.22	3/17/2021	3/17/2021 12:33:57 PM
Intake - Fees Paid	Fees Paid (CTZ-2017-74572).msg	Webster, Richard	Received	Online Form			3/17/2021 10:36:06 AM
Intake - payment	Scan_20210317.pdf	Webster, Richard	Received	Online Form			3/17/2021 10:36:06 AM
Draft and fee approved	RE_ CTZ-2017-74572 draft fee letter.msg	Yonson, Neal	Received				3/12/2021 9:30:17 AM
Applicant Correspondence	Fw_ Your FOI Requests re_ File_Folder Lists.msg	Yonson, Neal	Received				3/12/2021 9:28:15 AM
Applicant Correspondence	RE_ FOI Requests seeking file_folder names.msg	Yonson, Neal	Received				3/12/2021 9:28:15 AM
FOI Request CTZ-2017-74572	Invoice (00000005716).pdf	Yonson, Neal	Sent	E-mail	s.22	3/8/2021	3/8/2021 3:17:01 PM
G - Fees - Estimate	G - Fees - Estimate.Docx	Yonson, Neal	Sent	E-mail		3/8/2021	3/8/2021 2:30:29 PM
Applicant Correspondence	Re FOI Requests seeking file folder names.msg	Yonson, Neal	Received	E-mail			2/2/2018 2:36:54 PM
Sign - Approved by DM	Re SIGN OFF CTZ-2017-74572 Due today JAN 31 2018.msg	Yonson, Neal	Received	E-mail			2/1/2018 8:31:52 AM
Final Response Letter	FOI Requests seeking file folder names.msg	Yonson, Neal	Received	E-mail			1/31/2018 4:31:29 PM
Sign - Approved	RE SIGN OFF CTZ-2017-74572 Due today JAN 31 2018.msg	Yonson, Neal	Received	E-mail			1/31/2018 4:19:52 PM
Sign - Sent	Sign Off CTZ-2017-74572.msg	Yonson, Neal	Received	E-mail			1/24/2018 11:47:57 AM
Call - Cancelled	RE RESPONSIVE RECORDS Call for Records CTZ-2017-74572 Due January 15 2018.msg	Yonson, Neal	Received	E-mail			1/23/2018 1:59:41 PM
G - Response - s.13	G - Response - s.13 docx	Yonson, Neal	Pending for Final Response			1/18/2018	1/18/2018 3:25:39 PM
G - Sign Form	G - Sign Form.docx	McCowan, Dwayne	Pending			1/18/2018	1/18/2018 3:23:06 PM
Call - Completed	RESPONSIVE RECORDS Call for Records CTZ-2017-74572 Due January 15 2018.msg	Yonson, Neal	Received	E-mail			1/18/2018 11:48:28 AM
Call - Sent	Call for Records CTZ-2017-74572 Due January 15 2018.msg	Yonson, Neal	Received	E-mail			12/29/2017 1:49:17 PM
Request Description	Intake - Request.msg	Margetish, Brenda	Received	Online Form			12/29/2017 11:13:13 AM

Consultation Review Log :

Review ID	Location(s) Referred	Due Date	Created Date	Imported Date	Disposition Accepted Date	Status
66022	CITZ	5/13/2021	5/13/2021	5/26/2021	5/26/2021	Sign - Approved

Requests For Documents:

ID	Location(s) Referred	Request Date	Due Date	Status	Comments
No Request for Documents log details found.					

Document Delivery log:

ID	User	Mode	Status	Delivery Type	E-mail	Dispatched Date	Date
38956	Yonson, Neal	Secure File Transfer	Delivered	Final		5/26/2021	5/26/2021



Report Date Time :3/28/2022 2:18:18 PM

Request Details Report

Request Information:

Request #	: CTZ-2017-74572-C
Action Office	: CTZ
Request Type	: Review
Request Owner	: Elbahir, Cindy
On Behalf Of	: -
Applicant Category	: Researcher
Reference	: CTZ-2017-74572
Received Mode	: Post
Received Date	: 3/27/2018
Original Start Date	: 3/27/2018
Start Date	: 3/27/2018
Perfected Request	: Yes
Disposition Accepted Date	: 5/21/2021
Delivery Date	: -
Closed Date	: 5/26/2021
Original Due Date	: 5/10/2018
Due Date	: 5/26/2021
Estimated Delivery Date	: 5/26/2021
Total Days on Hold	: 0
Days Remaining	: N/A
Request Age	: 787
Days Allowed	: 787
Delivery Mode	: E-mail
Multi-Track Type	:
Priority	: Normal
Request Status	: Closed
Final Disposition	: Well-founded
Retention Expired Date	: TBD
Method Of Access	: -
Translation Requested	: No
Release Format	: -
Continuing Request	: No

Description of the Request :

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Sub-requests :

Default

Applicant Information:

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

Address:

Address 1	s.22
Address 2	
City	
Province/Territory	
Country	
Postal Code	

Billing Address:

Address 1	s.22
Address 2	
City	
Province/Territory	
Country	
Postal Code	

Shipping Address:

Address 1	s.22
Address 2	
City	
Province/Territory	
Country	
Postal Code	

Other Address:

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

Action History :

Action	Comment	Action Taken By	Action Date/Time
Correspondence	Download Correspondence Log job has been submitted for the request 'CTZ-2017-74572-C'	Schumm, Ryan	3/28/2022 1:41:56 PM
Assigned		Account, System	8/19/2021 11:44:08 AM
Closed	# of pages released: Generated Count [0], Adjusted Count [0] # of pages reviewed: Generated Count [0], Adjusted Count [0]	Yonson, Neal	5/26/2021 3:08:20 PM
Estimated Delivery Date	Estimated Delivery Date has been changed from '05/10/2018' to '05/26/2021' for the Request 'CTZ-2017-74572-C'.With Comments:..	Yonson, Neal	5/26/2021 3:07:54 PM
Due date changed	Target date has been changed from '05/10/2018' to '05/26/2021' for the Request 'CTZ-2017-74572-C' as the target date is changed manually.	Yonson, Neal	5/26/2021 3:07:54 PM
Final Disposition	Reportable Disposition has been set to 'Well-founded' for the request 'CTZ-2017-74572-C'	Yonson, Neal	5/21/2021 9:24:05 AM
Final Actions		Yonson, Neal	5/21/2021 9:24:05 AM
Correspondence	Saved received correspondence letter of type Request with subject 'OIPC Order + follow up' for the request 'CTZ-2017-74572-C'	Yonson, Neal	5/21/2021 9:23:40 AM
Correspondence	Saved received correspondence letter of type Request with subject 'OIPC Submission' for the request 'CTZ-2017-74572-C'	Yonson, Neal	3/25/2020 8:26:48 PM
Assigned		Yonson, Neal	10/17/2019 12:39:16 PM
Correspondence	Saved received correspondence letter of type Request with subject 'OIPC - Notification - Proceeding to Inquiry' for the request 'CTZ-2017-74572-C'	Frelick, Melinda	4/15/2019 8:28:37 AM
Assigned		Onciul, Jamie	4/2/2019 8:50:46 AM
Assigned		Clements, Thomas	3/20/2019 9:47:55 AM
Correspondence	Saved received correspondence letter of type Request with subject 'Analyst Memo' for the request 'CTZ-2017-74572-C'	Clements, Thomas	3/20/2019 9:47:13 AM
Correspondence	Saved received correspondence letter of type Request with subject 'OIPC Response' for the request 'CTZ-2017-74572-C'	Clements, Thomas	3/20/2019 9:46:37 AM
Assigned		Kotchonoski, Darlene	10/11/2018 8:23:19 AM
Assigned		Bertucci, Jason	9/28/2018 9:36:56 AM
Assigned		Bertucci, Jason	9/28/2018 9:25:44 AM
Correspondence	Saved received correspondence letter of type Request with subject 'OIPC Review - x-gov request' for the request 'CTZ-2017-74572-C'	Courcy, Danny	7/27/2018 2:59:26 PM
Correspondence	Saved received correspondence letter of type Request with subject 'OIPC Review - x-gov 5.6 complaint' for the request 'CTZ-2017-74572-C'	Courcy, Danny	7/27/2018 2:57:56 PM
Correspondence	Saved received correspondence letter of type Request with subject 'OIPC Complaint - XGOV' for the request 'CTZ-2017-74572-C'	Courcy, Danny	7/26/2018 2:45:22 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Notice of Assignment - OIPC' for the request 'CTZ-2017-74572-C'	Courcy, Danny	7/20/2018 11:18:56 AM
Review		Courcy, Danny	7/19/2018 2:32:23 PM
OIPC Review		Courcy, Danny	7/19/2018 2:32:23 PM
Assigned		Courcy, Danny	7/19/2018 2:31:13 PM
Change Request Number	Request number has been changed from 'CTZ-2018-80118' to 'CTZ-2017-74572-C'	Courcy, Danny	7/19/2018 2:29:12 PM
Perfected		Courcy, Danny	7/19/2018 2:27:17 PM
Correspondence	Saved received correspondence letter of type Request with subject 'Basis of Appeal' for the request 'CTZ-2018-80118'	Courcy, Danny	7/19/2018 2:24:48 PM
Assigned		Courcy, Danny	7/19/2018 2:24:48 PM
Received	Review 'CTZ-2018-80118' is received via 'Post'	Courcy, Danny	7/19/2018 2:24:48 PM

Assign :

Assigned By	Assigned Date	Assigned To (User/Group)	Action Office	Comments	Request Status
Yonson, Neal	10/17/2019 12:39:16 PM	Yonson, Neal	IAO	-	Perfected
Kotchonoski, Darlene	10/11/2018 8:23:19 AM	Yonson, Neal	IAO	-	Perfected
Bertucci, Jason	9/28/2018 9:36:56 AM	Angene, Brian	IAO	-	Received
Bertucci, Jason	9/28/2018 9:25:44 AM	Turkington, Derek	IAO	-	Received
Yonson, Neal	8/19/2021 11:44:08 AM	Elbahir, Cindy (Primary)	IAO	-	Closed
Courcy, Danny	7/19/2018 2:31:13 PM	Yonson, Neal	IAO	-	Perfected
Courcy, Danny	7/19/2018 2:24:48 PM	Admin	IMB	-	Received
Courcy, Danny	7/19/2018 2:24:48 PM	Courcy, Danny	IAO	-	Received
Onciul, Jamie	4/2/2019 8:50:46 AM	Frelick, Melinda	IAO	-	Perfected
Clements, Thomas	3/20/2019 9:47:55 AM	Frelick, Melinda	IAO	-	Perfected

Link Requests :

Request #	Request Type	Applicant Name	Primary User	Start Date	Due Date	Request Status
CTZ-2021-11547	General	s.22	Doyle, Toyoko	4/7/2021	7/2/2021	Closed

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
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	: \$ 0.00
Total Invoiced	: \$ 0.00
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
Adjudicate Days (Fee Waiver)	: 0
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)

Program Office	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	Dispatched Date	Action Date
OIPC Order + follow up	OrderF21-07.pdf	Yonson, Neal	Received				5/21/2021 9:23:40 AM
OIPC Order + follow up	RE Order F21-07 (OIPC File F18-74068 74411-74430).msg	Yonson, Neal	Received				5/21/2021 9:23:40 AM
OIPC Submission	FW_ OIPC File s.22 (Complainant) and the Ministries and the Office of the Premier (Public Bodies).msg	Yonson, Neal	Received				3/25/2020 8:26:48 PM
OIPC - Notification - Proceeding to Inquiry	OIPC Files F18-74068_ 74411 to 74430 - Multiple Ministry files.msg	Frelick, Melinda	Received	E-mail			4/15/2019 8:28:37 AM
Analyst Memo	Re-assignment of OIPC Files F18-74068 74411 to 74430 - Multiple Ministry files.msg	Clements, Thomas	Received	E-mail			3/20/2019 9:47:13 AM
OIPC Response	RE OIP Files F18-74068 74411 to 74430 - Multiple Ministry files.msg	Clements, Thomas	Received	E-mail			3/20/2019 9:46:37 AM
OIPC Review - x-gov request	FW complaint to OIPC on x-gov request that my team processed on behalf of all public bodies.msg	Courcy, Danny	Received	E-mail			7/27/2018 2:59:26 PM
OIPC Review - x-gov 5.6 complaint	FW heads up - x-gov s 6 complaint .msg	Courcy, Danny	Received	E-mail			7/27/2018 2:57:56 PM
OIPC Complaint - XGOV	FW complaint to OIPC on x-gov request that my team processed on behalf of all public bodies.msg	Courcy, Danny	Received	E-mail			7/26/2018 2:45:22 PM
Notice of Assignment - OIPC	Notice of Assignment of Investigator.pdf	Courcy, Danny	Received	Post			7/20/2018 11:18:56 AM
Basis of Appeal	CTZ-2017-74572 OIPC Complaint.pdf	Courcy, Danny	Received	Post			7/19/2018 2:24:48 PM

Consultation Review Log :

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	Request Date	Due Date	Status	Comments
No Request for Documents log details found.					

Document Delivery log:

ID	User	Mode	Status	Delivery Type	E-mail	Dispatched Date	Date
No document delivery log details found.							



Order F21-07

**ALL MINISTRIES OF THE GOVERNMENT OF BRITISH COLUMBIA
AND
OFFICE OF THE PREMIER**

Ian C. Davis
Adjudicator

February 17, 2021

CanLII Cite: 2021 BCIPC 08

Quicklaw Cite: [2021] B.C.I.P.C.D. No. 08

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s.14

Re: Your FOI Requests re: File/Folder Lists

From: s.22
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: February 2, 2018 1:38:35 PM PST
Attachments: image001.jpg

Thanks Matt

Yes - go ahead and withdraw those other 3.

Have a great weekend.

s.22

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>

Sent: February 2, 2018 3:35 PM

To: s.22

Subject: RE: Your FOI Requests re: File/Folder Lists

Hey^{s.22}

Sorry for my late reply here.

I understand Neal has gotten back to you already on that question – I hope it helps to clear up the response you received.

Have you been able to consider whether or not you want to proceed with the other 3 requests I noted below? As we had discussed earlier this week, I can confirm that the response will be the same. We have no problem formally responding, but at this point cancelling them will be much easier administratively. If I don't hear back from you by Monday, we'll go ahead and proceed with going forward in processing the formal responses which will take some time.

Let me know either way, as soon as you can.

Thanks,

Matt

Matthew Prodan | A/Manager Consolidated Intake and Open Information | Information Access Operations | **Ph:** (250) 387-3411
| **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: s.22

Sent: Thursday, February 1, 2018 1:02 PM

To: Prodan, Matthew CITZ:EX

Subject: Re: Your FOI Requests re: File/Folder Lists

He Matt,

Just curious - in the letter I got from Neal on this, it said something about the information not being available in a machine readable format that was in the custody of the department

I can get the exact quote if you'd like

Anyways, it made it sound like it was a technical issue...

Which leads me to ask - does that mean the computers themselves aren't considered to be in the custody of the department....because from a technical standpoint, unless I'm wrong, wouldn't they just have to hit "Print Screen" of the file tree and it would be produced?

Unless I'm misunderstanding. Which I probably am....

Thanks,

s.22

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>

Sent: January 31, 2018 7:39 PM

To: s.22

Subject: Your FOI Requests re: File/Folder Lists

Hi^{s.22}

Thanks for your time on the phone earlier today.

I understand that you should have now received the formal response to the following FOI request directed to all Ministries:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State

In addition to this request, you submitted 3 additional requests to all Ministries for (originals attached):

- 1) A list of all applications downloaded to all electronic devices used by the Premier/Minister/Minister of State
- 2) A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Deputy Minister
- 3) A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Assistant Deputy Minister (if such a position exists)

As discussed – the response to these 3 requests will be the same as the original request you submitted in December - specifically that no records exist, and that there is no obligation to create such a record.

Can you confirm that you agree to cancel the above 3 requests?

Thanks,

Matt

Matthew Prodan | A/Manager Consolidated Intake and Open Information | Information Access Operations | **Ph:** (250) 387-3411
| **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



INFORMATION
ACCESS OPERATIONS
MINISTRY OF FINANCE

FW: DRAFT: Decision Note on FOI requests for File Lists (OIPC Order F21-07)

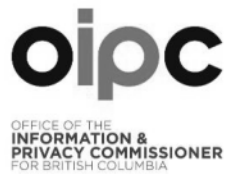
From: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: February 24, 2021 9:25:32 AM PST
Attachments: OrderF21-07.pdf, DN - FOI Requests for File Lists.docx

This is what we were just talking about

From: Ghag, Kris CITZ:EX
Sent: February 23, 2021 3:32 PM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Subject: DRAFT: Decision Note on FOI requests for File Lists (OIPC Order F21-07)

A first draft is attached for review/feedback or we can hold on that if you want to flag for Kerry first.

KG



Order F21-07

**ALL MINISTRIES OF THE GOVERNMENT OF BRITISH COLUMBIA
AND
OFFICE OF THE PREMIER**

Ian C. Davis
Adjudicator

February 17, 2021

CanLII Cite: 2021 BCIPC 08

Quicklaw Cite: [2021] B.C.I.P.C.D. No. 08

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DECISION NOTE

Advice to Deputy Minister

DATE: February 23, 2021

CLIFF#: 99999

ISSUE: Freedom of Information Requests for Lists of Files on Electronic Devices

BACKGROUND:

On December 15, 2017, all ministries received identical access to information requests for *"a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Lists of files located in these locations do not exist. The *Freedom of Information and Protection of Privacy Act* (the Act) requires a ministry to take all reasonable steps to respond to an applicant, fully, accurately, and without delay. In certain situations, the Act's duty to assist requires a ministry to create a record for an applicant.

On January 31, 2018, ministries responded that records did not exist and would not be created to respond to these requests. This was consistent with responses to several other similar requests.

On March 27, 2018, the applicant complained to the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts were unsuccessful, so the matter proceeded to a formal Inquiry. The resulting OIPC order, issued February 17, 2021, requires all ministries to create the records requested by the applicant.

DISCUSSION:

s.14

s.13; s.14

OPTIONS:

s.13

RECOMMENDATION:

s.13

(please circle)

APPROVED

NOT APPROVED

OPTION _____

Shauna Brouwer
Deputy Minister

Date

Attachment: OIPC Order F21-07

Contact: Kerry Pridmore, Assistant Deputy Minister and Chief Records Officer, 778-698-1591

RE: OIPC File Lists/Screenshot Order (F21-07)

From: Appleton, Natalie CITZ:EX <Natalie.Appleton@gov.bc.ca>
To: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>, Nisbet, Justine CITZ:EX <Justine.Nisbet@gov.bc.ca>, Bejcek, Ken CITZ:EX <Ken.Bejcek@gov.bc.ca>, Kane, Meghan M CITZ:EX <Meghan.Kane@gov.bc.ca>, Onciul, Jamie CITZ:EX <Jamie.Onciul@gov.bc.ca>, Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>, Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>, Flatman, John CITZ:EX <John.Flatman@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>, Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>, Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
Sent: February 24, 2021 2:10:27 PM PST
Hi Everyone,

Just letting you know that I've given Intake a heads up and we'll keep you updated if/when these requests start coming in.

Hope you're all having a good day,
Natalie

From: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>
Sent: February 24, 2021 1:33 PM
To: Nisbet, Justine CITZ:EX <Justine.Nisbet@gov.bc.ca>; Appleton, Natalie CITZ:EX <Natalie.Appleton@gov.bc.ca>; Bejcek, Ken CITZ:EX <Ken.Bejcek@gov.bc.ca>; Kane, Meghan M CITZ:EX <Meghan.Kane@gov.bc.ca>; Onciul, Jamie CITZ:EX <Jamie.Onciul@gov.bc.ca>; Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>; Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>; Flatman, John CITZ:EX <John.Flatman@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>; Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
Subject: RE: OIPC File Lists/Screenshot Order (F21-07)

I'd say sharing it as a head's up makes sense but let's just be sure to emphasize that we aren't expecting them to create the records themselves quite yet; rather we'll work through some considerations on next steps and be in touch as to what we're asking them to do.

Kris

From: Nisbet, Justine CITZ:EX <Justine.Nisbet@gov.bc.ca>
Sent: February 24, 2021 12:55 PM
To: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>; Appleton, Natalie CITZ:EX <Natalie.Appleton@gov.bc.ca>; Bejcek, Ken CITZ:EX <Ken.Bejcek@gov.bc.ca>; Kane, Meghan M CITZ:EX <Meghan.Kane@gov.bc.ca>; Onciul, Jamie CITZ:EX <Jamie.Onciul@gov.bc.ca>; Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>; Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>; Flatman, John CITZ:EX <John.Flatman@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>; Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
Subject: RE: OIPC File Lists/Screenshot Order (F21-07)

Thanks Kris...quick question – should we be sharing this with our clients as a heads up or is that being done by another means?

*Justine Nisbet, Manager
Justice Social Team
Health & Mental Health Team*

From: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>
Sent: February 24, 2021 11:49 AM

To: Appleton, Natalie CITZ:EX <Natalie.Appleton@gov.bc.ca>; Bejcek, Ken CITZ:EX <Ken.Bejcek@gov.bc.ca>; Kane, Meghan M CITZ:EX <Meghan.Kane@gov.bc.ca>; Nisbet, Justine CITZ:EX <Justine.Nisbet@gov.bc.ca>; Onciul, Jamie CITZ:EX <Jamie.Onciul@gov.bc.ca>; Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>; Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>; Flatman, John CITZ:EX <John.Flatman@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>; Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
Subject: OIPC File Lists/Screenshot Order (F21-07)

FYI, this order is now publicly available ([click here](#)).

Should you get questions from clients or your teams, it is fair to let them know that we will be accepting the order and are currently working through next steps in determining how best to go about that.

More info on this when we have it

Kris

FW: OIPC File Lists/Screenshot Order (F21-07)

From: Matthew.Prodan@gov.bc.ca
To: Kewley, Mark CITZ:EX <Mark.Kewley@gov.bc.ca>, Hamdi, Rhiannon CITZ:EX <Rhiannon.Hamdi@gov.bc.ca>
Sent: February 24, 2021 2:38:30 PM PST

FYI – Screenshot order is in.... in short – we were not successful.

The process for responding to these is going to be determined over the next little while, but it sounds like we will be accepting the order.

I will put something together for our clients.

Matt

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>
Sent: February 24, 2021 11:49 AM
To: Appleton, Natalie CITZ:EX <Natalie.Appleton@gov.bc.ca>; Bejcek, Ken CITZ:EX <Ken.Bejcek@gov.bc.ca>; Kane, Meghan M CITZ:EX <Meghan.Kane@gov.bc.ca>; Nisbet, Justine CITZ:EX <Justine.Nisbet@gov.bc.ca>; Onciul, Jamie CITZ:EX <Jamie.Onciul@gov.bc.ca>; Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>; Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>; Flatman, John CITZ:EX <John.Flatman@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>; Elbahir, Cindy CITZ:EX <Cindy.Elbahir@gov.bc.ca>
Subject: OIPC File Lists/Screenshot Order (F21-07)

FYI, this order is now publicly available ([click here](#)).

Should you get questions from clients or your teams, it is fair to let them know that we will be accepting the order and are currently working through next steps in determining how best to go about that.

More info on this when we have it

Kris

RE: File Lists/Screenshot Order - OIPC Order F21-07

From: Matthew.Prodan@gov.bc.ca
To: Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>
Cc: Figueiredo, Julia ENV:EX <Julia.Figueiredo@gov.bc.ca>, Meadows, Jennifer L ENV:EX <Jennifer.Meadows@gov.bc.ca>
Sent: February 24, 2021 3:41:17 PM PST

Hi Britt,

My answers below in red.

I will keep you posted on next steps.

Matt

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>
Sent: February 24, 2021 3:13 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Cc: Figueiredo, Julia ENV:EX <Julia.Figueiredo@gov.bc.ca>; Meadows, Jennifer L ENV:EX <Jennifer.Meadows@gov.bc.ca>
Subject: RE: File Lists/Screenshot Order - OIPC Order F21-07

Thanks, Matt – some questions:

1. What is the timeline associated with the original request (e.g., list dated January 1, 2017)? Assuming this is a moving target as new folders could be created daily.
 - Original Date Range December 15, 2017 – my next answer should address the issue you've identified here.
2. Is the timeline with the original request meant to be honoured moving forward (i.e. does the screenshot need to be from ministers in 2017 or today)?
 - The OIPC order indicated a flexible approach should be taken, in that the list would be produced "as of the date the records are created in response to the access request". We will be working on what this process will look like and will advise you once this is determined.
3. Is there anything we should be communicating to our MO at this time?
 - Feel free to share this decision and my message with them, but please ensure they await further instruction from IAO before providing a response. We are working on ensuring a consistent approach is taken across government.

Thanks!
Britt

Brittany Jackson | A/Manager, Executive Operations
Deputy Minister's Office
Ministry of Environment and Climate Change Strategy
T: (250) 356-9639 | C: (250) 380-8257

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: February 24, 2021 3:05 PM

To: AFF FOI AFF:EX <FOI.Agriculture@gov.bc.ca>; Lyttle, Shawna AFF:EX <Shawna.Lyttle@gov.bc.ca>; ENV Information Management Team ENV:EX <ENV.DMO.IRM@gov.bc.ca>; Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>; Drew, Shelley ENV:EX <Shelley.Drew@gov.bc.ca>; FLNR FOI FLNR:EX <flnr.foi@gov.bc.ca>; Woodcock, Danielle FLNR:EX <Danielle.Woodcock@gov.bc.ca>; McGrew, Samuel FLNR:EX <Samuel.McGrew@gov.bc.ca>; IRR FOI IRR:EX <IRRF@ov.bc.ca>; Ponchet, Kim IRR:EX <Kim.Ponchet@gov.bc.ca>; EMLI FOI EMLI:EX <MEM.FOI@gov.bc.ca>; De Champlain, Rhonda EMLI:EX <Rhonda.DeChamplain@gov.bc.ca>; McNeil, Kevin EMLI:EX <Kevin.McNeil@gov.bc.ca>
Cc: Hamdi, Rhiannon CITZ:EX <Rhiannon.Hamdi@gov.bc.ca>; Kewley, Mark CITZ:EX <Mark.Kewley@gov.bc.ca>
Subject: File Lists/Screenshot Order - OIPC Order F21-07
Importance: High

Good afternoon Resource Sector,

Some of you may recall that back in 2017, FOI requests were received across government for:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Government as a whole responded that producing these records were not required by the Act, and the applicant challenged our decision. The Office of the Information and Privacy Commissioner (OIPC) has recently released their decision in this matter dated February 17, at the following [link](#).

In short, we did not succeed in arguing our position. We will be accepting the order, and are currently working through next steps to determine how to best go about that. We will provide you with further direction when we can, in the meantime, please don't hesitate to contact me directly if you have any questions or concerns.

Thank you,

Matt

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

RE: File Lists/Screenshot Order - OIPC Order F21-07 - Audit Tool

From: Kennedy, Kimberly IRR:EX <Kimberly.Kennedy@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: February 25, 2021 8:55:34 AM PST
Attachments: LAN Audit - Small.xlsm

Hi Matt,

I don't know if it would be useful for the OIPC Order F21-07, but Alexei Warwick wrote this Lan Audit tool (attached) which quickly makes a list of the folders, sub folder, and files in whatever directory you point it at. It takes a bit of time for larger directories, so if you're going to test it, do it on a smaller directory first.

I don't know about external mobile devices, but this tool could easily make file and folder lists for the desktop, my downloads, my documents, and my favourites folders on any windows PC.

Thank you,

Kimberly Kennedy
(she/her)
FOI Analyst,
Deputy Minister's Office
Ministry of Indigenous Relations & Reconciliation
250-704-3032

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: Wednesday, February 24, 2021 3:05 PM
To: AFF FOI AFF:EX <FOI.Agriculture@gov.bc.ca>; Lyttle, Shawna AFF:EX <Shawna.Lyttle@gov.bc.ca>; ENV Information Management Team ENV:EX <ENV.DMO.IRM@gov.bc.ca>; Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>; Drew, Shelley ENV:EX <Shelley.Drew@gov.bc.ca>; FLNR FOI FLNR:EX <flnr.foi@gov.bc.ca>; Woodcock, Danielle FLNR:EX <Danielle.Woodcock@gov.bc.ca>; McGrew, Samuel FLNR:EX <Samuel.McGrew@gov.bc.ca>; IRR FOI IRR:EX <IRRFOI@gov.bc.ca>; Ponchet, Kim IRR:EX <Kim.Ponchet@gov.bc.ca>; EMLI FOI EMLI:EX <MEM.FOI@gov.bc.ca>; De Champlain, Rhonda EMLI:EX <Rhonda.DeChamplain@gov.bc.ca>; McNeil, Kevin EMLI:EX <Kevin.McNeil@gov.bc.ca>
Cc: Hamdi, Rhiannon CITZ:EX <Rhiannon.Hamdi@gov.bc.ca>; Kewley, Mark CITZ:EX <Mark.Kewley@gov.bc.ca>
Subject: File Lists/Screenshot Order - OIPC Order F21-07
Importance: High

Good afternoon Resource Sector,

Some of you may recall that back in 2017, FOI requests were received across government for:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Government as a whole responded that producing these records were not required by the Act, and the applicant challenged our decision. The Office of the Information and Privacy Commissioner (OIPC) has recently released their decision in this matter dated February 17, at the following [link](#).

In short, we did not succeed in arguing our position. We will be accepting the order, and are currently working through next steps to determine how to best go about that. We will provide you with further direction when we can, in the meantime, please don't hesitate to contact me directly if you have any questions or concerns.

Thank you,

Matt

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

DRAFT: DN - FOI Requests for File Lists

From: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>, Prodan, Matthew
CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: February 25, 2021 9:08:47 AM PST
Attachments: DN - FOI Requests for File Lists (002).docx

Updated based on the call earlier this morning. Track changes makes this a bit ugly looking, but I wanted to show what specifically we're suggesting be tweaked up – s.13

s.13

KG



DECISION NOTE Advice to Deputy Minister

DATE: February 23, 2021

CLIFF#: 99999

ISSUE: Freedom of Information Requests for Lists of Files on Electronic Devices

BACKGROUND:

On December 15, 2017, all ministries received identical access to information requests for *"a list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State."*

Lists of files located in these locations do not exist. The *Freedom of Information and Protection of Privacy Act* (the Act) requires a ministry to take all reasonable steps to respond to an applicant, fully, accurately, and without delay. In certain situations, the Act's duty to assist requires a ministry to create a record for an applicant.

On January 31, 2018, ministries responded that records did not exist and would not be created to respond to these requests. This was consistent with responses to several other similar requests.

On March 27, 2018, the applicant complained to the Office of the Information and Privacy Commissioner (OIPC). Mediation attempts were unsuccessful, so the matter proceeded to a formal Inquiry. The resulting OIPC order, issued February 17, 2021, requires all ministries to create the records requested by the applicant.

DISCUSSION:

s.13; s.14

Page 034 of 168

Withheld pursuant to/removed as

s.13

APPROVED

NOT APPROVED

OPTION

Shauna Brouwer
Deputy Minister

Date _____

Attachment: OIPC Order F21-07

Contact: Kerry Pridmore, Assistant Deputy Minister and Chief Records Officer, 778-698-1591

RE: DRAFT: DN - FOI Requests for File Lists

From: Matthew.Prodan@gov.bc.ca
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>, Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>
Cc: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: February 25, 2021 9:33:54 AM PST
Attachments: DN - FOI Requests for File Lists (002) - MP Edit.docx
Minor edit to s.13

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>
Sent: February 25, 2021 9:09 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>; Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: DRAFT: DN - FOI Requests for File Lists

Updated based on the call earlier this morning. Track changes makes this a bit ugly looking, but I wanted to show what specifically we're suggesting be tweaked up – s.13

s.13

KG



DECISION NOTE Advice to Deputy Minister

DATE: February 23, 2021

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DISCUSSION:

s.13; s.14

Page 038 of 168

Withheld pursuant to/removed as

s.13

(please circle)

APPROVED

NOT APPROVED

OPTION _____

Shauna Brouwer
Deputy Minister

Date

Attachment: OIPC Order F21-07
Contact: Kerry Pridmore, Assistant Deputy Minister and Chief Records Officer, 778-698-1591

For Review: Upcoming FOI Request

From: Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>
To: Pollard, Desmond ENV:EX <Desmond.Pollard@gov.bc.ca>
Cc: Figueiredo, Julia ENV:EX <Julia.Figueiredo@gov.bc.ca>, Meadows, Jennifer L ENV:EX <Jennifer.Meadows@gov.bc.ca>, Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: February 25, 2021 9:51:11 AM PST

Minister's Office – Attention	
DEADLINE	N/A - FYI
Action required	None – For Review
Type of materials	FOI
Subject	OIPC Order F21-07
Location of materials	Email chain included below for context
ADM Responsible	NA
Additional info/comments:	No action required at this time – DMO/IAO will reach out with further information/instructions at a future date
CLIFF Log #	NA

Brittany Jackson | A/Manager, Executive Operations
Deputy Minister's Office
Ministry of Environment and Climate Change Strategy
T: (250) 356-9639 | C: (250) 380-8257

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: February 24, 2021 3:41 PM
To: Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>
Cc: Figueiredo, Julia ENV:EX <Julia.Figueiredo@gov.bc.ca>; Meadows, Jennifer L ENV:EX <Jennifer.Meadows@gov.bc.ca>
Subject: RE: File Lists/Screenshot Order - OIPC Order F21-07

Hi Britt,

My answers below in red.

I will keep you posted on next steps.

Matt

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>
Sent: February 24, 2021 3:13 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>

Cc: Figueiredo, Julia ENV:EX <Julia.Figueiredo@gov.bc.ca>; Meadows, Jennifer L ENV:EX <Jennifer.Meadows@gov.bc.ca>

Subject: RE: File Lists/Screenshot Order - OIPC Order F21-07

Thanks, Matt – some questions:

1. What is the timeline associated with the original request (e.g., list dated January 1, 2017)? Assuming this is a moving target as new folders could be created daily.
 - Original Date Range December 15, 2017 – my next answer should address the issue you've identified here.
2. Is the timeline with the original request meant to be honoured moving forward (i.e. does the screenshot need to be from ministers in 2017 or today)?
 - The OIPC order indicated a flexible approach should be taken, in that the list would be produced "as of the date the records are created in response to the access request". We will be working on what this process will look like and will advise you once this is determined.
3. Is there anything we should be communicating to our MO at this time?
 - Feel free to share this decision and my message with them, but please ensure they await further instruction from IAO before providing a response. We are working on ensuring a consistent approach is taken across government.

Thanks!

Britt

Brittany Jackson | A/Manager, Executive Operations

Deputy Minister's Office

Ministry of Environment and Climate Change Strategy

T: (250) 356-9639 | C: (250) 380-8257

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>

Sent: February 24, 2021 3:05 PM

To: AFF FOI AFF:EX <FOI.Agriculture@gov.bc.ca>; Lyttle, Shawna AFF:EX <Shawna.Lyttle@gov.bc.ca>; ENV Information Management Team ENV:EX <ENV.DMO.IRM@gov.bc.ca>; Jackson, Brittany ENV:EX <Brittany.Jackson@gov.bc.ca>; Drew, Shelley ENV:EX <Shelley.Drew@gov.bc.ca>; FLNR FOI FLNR:EX <flnr.foi@gov.bc.ca>; Woodcock, Danielle FLNR:EX <Danielle.Woodcock@gov.bc.ca>; McGrew, Samuel FLNR:EX <Samuel.McGrew@gov.bc.ca>; IRR FOI IRR:EX <IRRFOI@gov.bc.ca>; Ponchet, Kim IRR:EX <Kim.Ponchet@gov.bc.ca>; EMLI FOI EMLI:EX <MEM.FOI@gov.bc.ca>; De Champlain, Rhonda EMLI:EX <Rhonda.DeChamplain@gov.bc.ca>; McNeil, Kevin EMLI:EX <Kevin.McNeil@gov.bc.ca>

Cc: Hamdi, Rhiannon CITZ:EX <Rhiannon.Hamdi@gov.bc.ca>; Kewley, Mark CITZ:EX <Mark.Kewley@gov.bc.ca>

Subject: File Lists/Screenshot Order - OIPC Order F21-07

Importance: High

Good afternoon Resource Sector,

Some of you may recall that back in 2017, FOI requests were received across government for:

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Government as a whole responded that producing these records were not required by the Act, and the applicant challenged our decision. The Office of the Information and Privacy Commissioner (OIPC) has recently released their decision in this matter dated February 17, at the following [link](#).

In short, we did not succeed in arguing our position. We will be accepting the order, and are currently working through next steps to determine how to best go about that. We will provide you with further direction when we can, in the meantime, please don't hesitate to contact me directly if you have any questions or concerns.

Thank you,

Matt

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** **Matthew.Prodan@gov.bc.ca** | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

FW: Your FOI Requests re: File/Folder Lists

From: Matthew.Prodan@gov.bc.ca
To: Appleton, Natalie CITZ:EX <Natalie.Appleton@gov.bc.ca>
Sent: March 1, 2021 8:49:04 AM PST
Attachments: image001.jpg
s.22 Natalie – see email below, let's chat this morning when you are settled in.

Matt

Matthew Prodan | Manager Resource Team | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From^{s.22}
Sent: February 25, 2021 10:05 AM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: Re: Your FOI Requests re: File/Folder Lists

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Matthew,

Not sure this is even your department any more - it's been a while

Anyways, you may be aware, the Commissioner issued a ruling on these

Was wondering if you might have any idea of who I could ask about what the next step would be?

Thanks,

s.22

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: January 31, 2018 7:39 PM
To:^{s.22}
Subject: Your FOI Requests re: File/Folder Lists

Hi^{s.22}

Thanks for your time on the phone earlier today.

I understand that you should have now received the formal response to the following FOI request directed to all Ministries:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State

In addition to this request, you submitted 3 additional requests to all Ministries for (originals attached):

- 1) A list of all applications downloaded to all electronic devices used by the Premier/Minister/Minister of State
- 2) A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Deputy Minister

- 3) A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Assistant Deputy Minister (if such a position exists)

As discussed – the response to these 3 requests will be the same as the original request you submitted in December - specifically that no records exist, and that there is no obligation to create such a record.

Can you confirm that you agree to cancel the above 3 requests?

Thanks,

Matt

Matthew Prodan | A/Manager Consolidated Intake and Open Information | Information Access Operations |
Ph: (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



INFORMATION
ACCESS OPERATIONS
MINISTRY OF FINANCE

CTZ-2017-74572 draft fee letter

From: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 5, 2021 3:27:16 PM PST
Attachments: CTZ-2017-74572 Fee estimate Draft.Docx

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378



File: 292-30/CTZ-2017-74572

DATE

Sent via email: s.22

s.22

s.22
Dear

Re: Request for Access to Records – Fee Estimate
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Pursuant to OIPC order F21-07, issued February 17, 2021, the OIPC has determined that government can create the requested records through a computer program that would have to be created by the Office of the Chief Information Officer (OCIO) within the Ministry of Citizens' Services. As a result, although your request was directed to multiple public bodies (see list in Appendix A), the Ministry of Citizens' Services would be in a position to produce records on behalf of all of the public bodies to which this request was directed.

Due to the need for the OCIO to create a computer program, the Ministry has estimated a fee of \$ 2700, calculated as per the attached Fee Summary. s.13

s.13

Your request has been placed on hold; you have **20 business days** to respond to this letter. If we do not hear from you by **Date**, we will consider your request abandoned and close the file.

Section 75(1) of FOIPPA provides that we may charge a fee for certain limited costs of processing your request. However, the first three hours to search for records and any time spent .../2

Ministry of Citizens' Services

Information Access Operations

Mailing Address:

PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:

www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

reviewing and/or severing information from the records is not charged to you. A copy of section 75 is enclosed for your reference. A complete copy of FOIPPA is available online at:

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

There are three options to respond, detailed below.

1 - NARROW YOUR REQUEST TO REDUCE FEES

Restricting the scope of the request only to certain types of electronic devices may result in a reduced fee estimate.

2 - PAY THE FEE ESTIMATE

Due to the amount of the estimate, we will require a deposit in the amount of \$1350.00. Where a balance of fees is owed, payment must be received prior to the release of the records. We will notify you if a balance is due. Your request will be placed on hold pending receipt of final payment.

Please send a cheque or money order made payable to the Minister of Finance, quote your file number and mail it to:

Attn: Neal Yonson
Information Access Operations
Ministry of Citizens' Services
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

To pay by credit card, please call 250 387-1321. VISA, Master Card and Amex are accepted. You will need to have your request number and payment amount ready. Credit card payments will appear on your statement as "QP Bookstore". If applicable, fee refunds are paid by cheque and are not credited back to the payment card.

Upon receipt of payment, we will resume processing your request. All reasonable efforts have been made to generate an accurate estimate.

You will be required to pay the actual cost whether it is higher or lower than the estimate. If it appears that the actual cost of processing the request will be different than the original fee estimate, we may issue a revised estimate.

3 - REQUEST A FEE WAIVER

In certain circumstances fees may be partially or entirely waived. We have enclosed a Fee Waiver Information Sheet for your convenience.

If you have any questions regarding your request, please contact Neal Yonson at 778 698-2378. 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 778 698-2378.

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,

Neal Yonson, Team Lead
On behalf of Cindy Elbahir , Manager
Central Agency Team, Information Access Operations

Enclosures

Appendix A: List of Requests

Ministry	File Number
Ministry of Advanced Education, Skills and Training	292-30/AED-2017-74568
Ministry of Agriculture	292-30/AGR-2017-74569
Ministry of Attorney General	292-30/MAG-2017-74570
Ministry of Children and Family Development	292-30/CFD-2017-74571
Ministry of Citizens' Services	292-30/CTZ-2017-74572
Ministry of Education	292-30/EDU-2017-74573
Ministry of Energy, Mines and Petroleum Resources	292-30/EMP-2017-74574
Ministry of Environment and Climate Change Strategy	292-30/MOE-2017-74575
Ministry of Finance	292-30/FIN-2017-74576
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	292-30/FNR-2017-74577
Ministry of Health	292-30/HTH-2017-74578
Ministry of Indigenous Relations and Reconciliation	292-30/IRR-2017-74579
Ministry of Jobs, Trade and Technology	292-30/JTT-2017-74580
Ministry of Labour	292-30/LBR-2017-74581
Ministry of Mental Health and Addictions	292-30/MHA-2017-74582
Ministry of Municipal Affairs and Housing	292-30/MAH-2017-74583
Office of the Premier	292-30/OOP-2017-74584
Ministry of Public Safety and Solicitor General and Emergency Management BC	292-30/PSS-2017-74585
Ministry of Social Development and Poverty Reduction	292-30/MSD-2017-74586
Ministry of Tourism, Arts and Culture	292-30/TAC-2017-74587
Ministry of Transportation and Infrastructure	292-30/TRA-2017-74588

Fees

75 (1) The head of a public body may require an applicant who makes a request under section 5 to pay to the public body fees for the following services:

- (a) locating, retrieving and producing the record;
- (b) preparing the record for disclosure;
- (c) shipping and handling the record;
- (d) providing a copy of the record.

(2) An applicant must not be required under subsection (1) to pay a fee for

- (a) the first 3 hours spent locating and retrieving a record, or
- (b) time spent severing information from a record.

(3) Subsection (1) does not apply to a request for the applicant's own personal information.

(4) If an applicant is required to pay a fee for services under subsection (1), the head of the public body

- (a) must give the applicant a written estimate of the total fee before providing the service, and
- (b) may require the applicant to pay a deposit in the amount set by the head of the public body.

(5) If the head of a public body receives an applicant's written request to be excused from paying all or part of the fees for services, the head may excuse the applicant if, in the head's opinion,

- (a) the applicant cannot afford the payment or for any other reason it is fair to excuse payment, or
- (b) the record relates to a matter of public interest, including the environment or public health or safety.

(5.1) The head of a public body must respond under subsection (5) in writing and within 20 days after receiving the request.

(6) The fees that prescribed categories of applicants are required to pay for services under subsection (1) may differ from the fees other applicants are required to pay for them, but may not be greater than the actual costs of the services.

Fee Waiver Information Sheet

You have the right to request a fee waiver. Section 75(5) of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) sets out the rules regarding when a fee waiver may be granted by a public body. If you decide to request a fee waiver, you bear the burden of proof to establish that a waiver should be granted. You must demonstrate that:

- You cannot afford the payment or for any other reason it is fair to excuse payment, or
- The record relates to a matter of public interest, including the environment or public health or safety.

Please send your fee waiver request in writing and provide detailed evidence and reasons to support your case. You may mail or email this information to the analyst processing your request. Their contact information is provided in the body of the letter.

The Ministry will consider these factors when assessing whether or not to grant a fee waiver request:

1. Inability to pay:

In order for the head of a public body to consider waiving or reducing the fee for reasons of inability to pay, you must provide sufficient evidence to allow the public body to make a fair determination. Sufficient evidence could include a financial statement, pay stub, bank statement or Canada Revenue Agency Notice of Assessment. (Commissioner's Order 79-1996 and 2001-04).

2. Public Interest:

In order for the head of a public body to consider waiving or reducing the fee because the records relate to a matter of public interest, you must provide sufficient evidence in support of the following factors:

- Has the information been the subject of recent public debate?
- Does the subject matter of the record relate directly to the environment, public health, or safety?
- Would dissemination of the information yield a public benefit by
 - Disclosing an environmental, public health or safety concern
 - Contributing meaningfully to the development or understanding of an important environmental, health, or safety issue, or
 - Assisting public understanding of an important policy, law, program, or service?
- Do the records show how the public body is allocating financial or other resources?

If the head decides that the records do relate to a matter of public interest, then he or she must then determine whether you should be excused from paying all or part of the estimated fees. Factors that should be considered would include:

- Is your primary purpose to disseminate information in a way that could reasonably be expected to benefit the public, or to serve a private interest?
- Are you able to disseminate the information to the public?

If your primary purpose is to serve a private interest, then the head may be justified in refusing to waive fees, even where he or she is of the opinion that the records do relate to a matter of public interest. (Commissioner's Order 155-1997).

<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.

Draft Letter

From: Matthew.Prodan@gov.bc.ca
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 5, 2021 4:11:19 PM PST
Attachments: CTZ-2017-74572 Fee estimate Draft - MP Comments.docx

Hi Cindy,

Neal put a draft together, please see attached – I've included some suggested edits and comments for consideration.

Thanks!

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** [**Matthew.Prodan@gov.bc.ca**](mailto:Matthew.Prodan@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



File: 292-30/CTZ-2017-74572

DATE

Sent via email: s.22

s.22

Dear s.22

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.../2

Ministry of Citizens' Services

Information Access Operations

Mailing Address:

PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:

www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

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On behalf of Cindy Elbahir , Manager
Central Agency Team, Information Access Operations

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(5) If the head of a public body receives an applicant's written request to be excused from paying all or part of the fees for services, the head may excuse the applicant if, in the head's opinion,

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(5.1) The head of a public body must respond under subsection (5) in writing and within 20 days after receiving the request.

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3. The reasons or grounds upon which you are requesting the review.

RE: Draft Letter

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 7, 2021 8:58:26 PM PST
Attachments: CTZ-2017-74572 Fee estimate Draft - MPCK Comments.docx

Hey Matt,

I made a few comments too. Let me know if you want to talk it out any further.

Once the letter is finalized and ready to go, can you give me a head's up?

Thanks. Talk to you soon.

Cindy

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 5, 2021 4:11 PM
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: Draft Letter

Hi Cindy,

Neal put a draft together, please see attached – I've included some suggested edits and comments for consideration.

Thanks!

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



File: 292-30/CTZ-2017-74572

DATE

Sent via email: s.22

s.22

Dear s.22

Re: Request for Access to Records – Fee Estimate
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

s.13

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From: Matthew.Prodan@gov.bc.ca
To: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Cc: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 10:21:13 AM PST
Attachments: CTZ-2017-74572 Fee estimate Draft.docx

Hi Neal,

Attached is the letter with our edits. Once the dates are filled in this should be good to go, if we can get this out later this morning that would be great.

Thanks for your help on this!

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** [**Matthew.Prodan@gov.bc.ca**](mailto:Matthew.Prodan@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Yonson, Neal CITZ:EX <Neal.Yonson@gov.bc.ca>
Sent: March 5, 2021 3:27 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: CTZ-2017-74572 draft fee letter

Neal Yonson | Team Lead
Central Team, Information Access Operations
neal.yonson@gov.bc.ca | 778-698-2378



File: 292-30/CTZ-2017-74572

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s.22

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If the head decides that the records do relate to a matter of public interest, then he or she must then determine whether you should be excused from paying all or part of the estimated fees. Factors that should be considered would include:

- Is your primary purpose to disseminate information in a way that could reasonably be expected to benefit the public, or to serve a private interest?
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If your primary purpose is to serve a private interest, then the head may be justified in refusing to waive fees, even where he or she is of the opinion that the records do relate to a matter of public interest. (Commissioner's Order 155-1997).

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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.

RE: Draft Letter

From: Matthew.Prodan@gov.bc.ca
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 8, 2021 10:55:25 AM PST
Attachments: CTZ-2017-74572 Fee estimate Draft - NY Feedback.docx

Thanks Cindy – had a quick chat with Neal and he flagged a line that should be amended to be more consistent with the language in the order. As a result I just cleaned up the flow a bit. Here's an updated draft with my changes tracked.

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 7, 2021 8:58 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: Draft Letter

Hey Matt,
I made a few comments too. Let me know if you want to talk it out any further.

Once the letter is finalized and ready to go, can you give me a head's up?
Thanks. Talk to you soon.

Cindy

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Sent: March 5, 2021 4:11 PM
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
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Thanks!

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File: 292-30/CTZ-2017-74572

DATE

Sent via email: s.22

s.22

s.22
Dear

Re: Request for Access to Records – Fee Estimate
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

s.13

Your request has been placed on hold; you have **20 business days** to respond to this letter. If we do not hear from you by **Date**, we will consider your request abandoned and close the file.

.../2

Ministry of Citizens' Services

Information Access Operations

Mailing Address:

PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:

www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

Section 75(1) of FOIPPA provides that we may charge a fee for certain limited costs of processing your request. However, the first three hours to search for records and any time spent reviewing and/or severing information from the records is not charged to you. A copy of section 75 is enclosed for your reference. A complete copy of FOIPPA is available online at:

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

There are three options to respond, detailed below.

1 - NARROW YOUR REQUEST TO REDUCE FEES

Restricting the scope of the request only to certain types of electronic devices may result in a reduced fee estimate.

2 - PAY THE FEE ESTIMATE

Due to the amount of the estimate, we will require a deposit in the amount of \$1350.00. Where a balance of fees is owed, payment must be received prior to the release of the records. We will notify you if a balance is due. Your request will be placed on hold pending receipt of final payment.

Please send a cheque or money order made payable to the Minister of Finance, quote your file number and mail it to:

Attn: Neal Yonson
Information Access Operations
Ministry of Citizens' Services
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

To pay by credit card, please call 250 387-1321. VISA, Master Card and Amex are accepted. You will need to have your request number and payment amount ready. Credit card payments will appear on your statement as "QP Bookstore". If applicable, fee refunds are paid by cheque and are not credited back to the payment card.

Upon receipt of payment, we will resume processing your request. All reasonable efforts have been made to generate an accurate estimate.

You will be required to pay the actual cost whether it is higher or lower than the estimate. If it appears that the actual cost of processing the request will be different than the original fee estimate, we may issue a revised estimate.

3 - REQUEST A FEE WAIVER

In certain circumstances fees may be partially or entirely waived. We have enclosed a Fee Waiver Information Sheet for your convenience.

If you have any questions regarding your request, please contact Neal Yonson at 778 698-2378. 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 778 698-2378.

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,

Neal Yonson, Team Lead
On behalf of Cindy Elbahir , Manager
Central Agency Team, Information Access Operations

Enclosures

Appendix A: List of Requests

Ministry	File Number
Ministry of Advanced Education, Skills and Training	292-30/AED-2017-74568
Ministry of Agriculture	292-30/AGR-2017-74569
Ministry of Attorney General	292-30/MAG-2017-74570
Ministry of Children and Family Development	292-30/CFD-2017-74571
Ministry of Citizens' Services	292-30/CTZ-2017-74572
Ministry of Education	292-30/EDU-2017-74573
Ministry of Energy, Mines and Petroleum Resources	292-30/EMP-2017-74574
Ministry of Environment and Climate Change Strategy	292-30/MOE-2017-74575
Ministry of Finance	292-30/FIN-2017-74576
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	292-30/FNR-2017-74577
Ministry of Health	292-30/HTH-2017-74578
Ministry of Indigenous Relations and Reconciliation	292-30/IRR-2017-74579
Ministry of Jobs, Trade and Technology	292-30/JTT-2017-74580
Ministry of Labour	292-30/LBR-2017-74581
Ministry of Mental Health and Addictions	292-30/MHA-2017-74582
Ministry of Municipal Affairs and Housing	292-30/MAH-2017-74583
Office of the Premier	292-30/OOP-2017-74584
Ministry of Public Safety and Solicitor General and Emergency Management BC	292-30/PSS-2017-74585
Ministry of Social Development and Poverty Reduction	292-30/MSD-2017-74586
Ministry of Tourism, Arts and Culture	292-30/TAC-2017-74587
Ministry of Transportation and Infrastructure	292-30/TRA-2017-74588

Fees

75 (1) The head of a public body may require an applicant who makes a request under section 5 to pay to the public body fees for the following services:

- (a) locating, retrieving and producing the record;
- (b) preparing the record for disclosure;
- (c) shipping and handling the record;
- (d) providing a copy of the record.

(2) An applicant must not be required under subsection (1) to pay a fee for

- (a) the first 3 hours spent locating and retrieving a record, or
- (b) time spent severing information from a record.

(3) Subsection (1) does not apply to a request for the applicant's own personal information.

(4) If an applicant is required to pay a fee for services under subsection (1), the head of the public body

- (a) must give the applicant a written estimate of the total fee before providing the service, and
- (b) may require the applicant to pay a deposit in the amount set by the head of the public body.

(5) If the head of a public body receives an applicant's written request to be excused from paying all or part of the fees for services, the head may excuse the applicant if, in the head's opinion,

- (a) the applicant cannot afford the payment or for any other reason it is fair to excuse payment, or
- (b) the record relates to a matter of public interest, including the environment or public health or safety.

(5.1) The head of a public body must respond under subsection (5) in writing and within 20 days after receiving the request.

(6) The fees that prescribed categories of applicants are required to pay for services under subsection (1) may differ from the fees other applicants are required to pay for them, but may not be greater than the actual costs of the services.

Fee Waiver Information Sheet

You have the right to request a fee waiver. Section 75(5) of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) sets out the rules regarding when a fee waiver may be granted by a public body. If you decide to request a fee waiver, you bear the burden of proof to establish that a waiver should be granted. You must demonstrate that:

- You cannot afford the payment or for any other reason it is fair to excuse payment, or
- The record relates to a matter of public interest, including the environment or public health or safety.

Please send your fee waiver request in writing and provide detailed evidence and reasons to support your case. You may mail or email this information to the analyst processing your request. Their contact information is provided in the body of the letter.

The Ministry will consider these factors when assessing whether or not to grant a fee waiver request:

1. Inability to pay:

In order for the head of a public body to consider waiving or reducing the fee for reasons of inability to pay, you must provide sufficient evidence to allow the public body to make a fair determination. Sufficient evidence could include a financial statement, pay stub, bank statement or Canada Revenue Agency Notice of Assessment. (Commissioner's Order 79-1996 and 2001-04).

2. Public Interest:

In order for the head of a public body to consider waiving or reducing the fee because the records relate to a matter of public interest, you must provide sufficient evidence in support of the following factors:

- Has the information been the subject of recent public debate?
- Does the subject matter of the record relate directly to the environment, public health, or safety?
- Would dissemination of the information yield a public benefit by
 - Disclosing an environmental, public health or safety concern
 - Contributing meaningfully to the development or understanding of an important environmental, health, or safety issue, or
 - Assisting public understanding of an important policy, law, program, or service?
- Do the records show how the public body is allocating financial or other resources?

If the head decides that the records do relate to a matter of public interest, then he or she must then determine whether you should be excused from paying all or part of the estimated fees. Factors that should be considered would include:

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From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 8, 2021 11:43:41 AM PST
Attachments: CTZ-2017-74572 Fee estimate Draft - NY Feedback.docx

Thanks. I made a few comments for consideration – you know the issue better than me so take them or leave them.

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 8, 2021 10:55 AM
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: Draft Letter

Thanks Cindy – had a quick chat with Neal and he flagged a line that should be amended to be more consistent with the language in the order. As a result I just cleaned up the flow a bit. Here's an updated draft with my changes tracked.

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

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File: 292-30/CTZ-2017-74572

DATE

Sent via email: s.22

s.22

Dear s.22

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I am writing further to your request received by the Ministry of Citizens' Services. Your request is for:

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Ministry of Citizens' Services

Information Access Operations

Mailing Address:

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Victoria BC V8W 9K1

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www.gov.bc.ca/freedomofinformation
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Central Agency Team, Information Access Operations

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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.

FW: For review: Updated issue note

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 8, 2021 12:00:17 PM PST
Attachments: IN FOI requests for device screenshots_updating.docx
My edits.

I added "list" as well to images – is that right? We keep saying screenshots but we'll be producing LISTS and the request description also says "lists"??

From: Ingram, Ben GCPE:EX <Ben.Ingram@gov.bc.ca>
Sent: March 8, 2021 11:03 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>
Subject: For review: Updated issue note

Hi there. We've received info about a fee estimate on these requests. Have added the highlighted portion to the background of this note.

Any edits/suggestions before this goes to Kerry and MO? We want to move this one quickly in case it comes up in QP.

Thanks for your help,

Ben

ADVICE TO MINISTER

<p>CONFIDENTIAL ISSUES NOTE</p> <p>Ministry of Citizens' Services Date: March 8, 2021 Minister Responsible: Lisa Beare</p>	<p>FOI requests for device screenshots</p>
---	---

ADVICE AND RECOMMENDED RESPONSE:

- B.C. is committed to transparency and openness with regards to government records.
- I want to thank the information and privacy commissioner for his recommendations on this issue.
- Currently, there are no clear guidelines in FOIPPA for managing these types of requests.
- Screenshots of cell phones or computer screens are not records generated during the course of government business.
- Our staff felt there was not a requirement to create these records.
- We have accepted the ruling and will create the records as requested.

If pressed:

- The public service works hard to ensure government follows the intent of the legislation when processing requests for new types of records that did not exist when FOIPPA was created.
- Some FOI requests blur the line between FOIPPA's purpose – to provide access to government records – and surveillance of public-sector staff.
- Rulings from the OIPC provide clarity in situations where legislation may be unclear.

KEY FACTS:

s.13

A political party applicant began requesting screenshots of file folder repositories on cellphones and/or computers used by ministers, ministerial assistants and senior staff across government in 2017.

The applicant received no-records responses as government's position was that the legislation did not require government to create these types of records. A complaint to the Office of the Information and Privacy Commissioner (OIPC) resulted in government and the applicant making submissions to an inquiry.

The OIPC has sided with the applicant in this case and government is now required to produce the records, which can include images of the contents of desktops, download and documents folders on computers used by Ministers, the Premier and senior staff. This also applies to mobile devices.

In certain cases, FOIPPA requires government to create records in response to an FOI request. This may include compiling aggregate data that is generated by government business, like traffic flows or car insurance claims.

Media Interest: ^{s.13}
has been minimal, if any.

Media interest thus far

Communications:	Ben Ingram	778 698-5379
Program:	Chad Hoskins	250 356-7343
	Kris Ghag	250 387-9801

RE: For review: Updated issue note

From: Matthew.Prodan@gov.bc.ca
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 12:23:56 PM PST
Attachments: IN FOI requests for device screenshots Updating - MP Comments.docx

Agreed – lists of folders and files seems to be the operative word we need to latch onto. The order noted screenshots was one method that could be pursued, but ultimately this is a request for lists of files/folders in specified locations on devices. My comments largely reflect this, but I've also included some other comments for consideration.

Matt

Matthew Prodan | A/Senior Director | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 12:00 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: FW: For review: Updated issue note

My edits.

I added "list" as well to images – is that right? We keep saying screenshots but we'll be producing LISTS and the request description also says "lists"??

From: Ingram, Ben GCPE:EX <Ben.Ingram@gov.bc.ca>
Sent: March 8, 2021 11:03 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>
Subject: For review: Updated issue note

Hi there. We've received info about a fee estimate on these requests. Have added the highlighted portion to the background of this note.

Any edits/suggestions before this goes to Kerry and MO? We want to move this one quickly in case it comes up in QP.

Thanks for your help,

Ben

ADVICE TO MINISTER

CONFIDENTIAL ISSUES NOTE

Ministry of Citizens' Services
Date: March 8, 2021
Minister Responsible: Lisa Beare

FOI requests for device screenshots

s.13

ADVICE AND RECOMMENDED RESPONSE:

- B.C. is committed to transparency and openness with regards to government records.
- I want to thank the information and privacy commissioner for his recommendations on this issue.
- Currently, there are no clear guidelines in FOIPPA for managing these types of requests.
- Screenshots of cell phones or computer screens are not records generated during the course of government business.
- Our staff felt there was not a requirement to create these records.
- We have accepted the ruling and will create the records as requested.

s.13

If pressed:

- The public service works hard to ensure government follows the intent of the legislation when processing requests for new types of records that did not exist when FOIPPA was created.
- Some FOI requests blur the line between FOIPPA's purpose – to provide access to government records – and surveillance of public-sector staff.
- Rulings from the OIPC provide clarity in situations where legislation may be unclear.

KEY FACTS:

s.13

A political party applicant began requesting screenshots of file folder repositories on cellphones and/or computers used by ministers, ministerial assistants and senior staff across government in 2017.

The applicant received no-records responses as government's position was that the legislation did not require government to create these types of records. A complaint to the Office of the Information and Privacy Commissioner (OIPC) resulted in government and the applicant making submissions to an inquiry.

The OIPC has sided with the applicant in this case and government is now required to produce the records, which can include images of the contents of desktops, download and documents folders on computers used by Ministers, the Premier and senior staff. This also applies to mobile devices.

In certain cases, FOIPPA requires government to create records in response to an FOI request. This may include compiling aggregate data that is generated by government business, like traffic flows or car insurance claims.

Media Interest:s.13
has been minimal, if any.

Media interest thus far

Communications:	Ben Ingram	778 698-5379
Program:	Chad Hoskins	250 356-7343
	Kris Ghag	250 387-9801

RE: For review: Updated issue note

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 8, 2021 12:28:43 PM PST

I'll incorporate your comments into mine – somehow your version didn't include my edits

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 8, 2021 12:24 PM
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Subject: RE: For review: Updated issue note

Agreed – lists of folders and files seems to be the operative word we need to latch onto. The order noted screenshots was one method that could be pursued, but ultimately this is a request for lists of files/folders in specified locations on devices. My comments largely reflect this, but I've also included some other comments for consideration.

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Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 12:00 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
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Thanks for your help,

Ben

IN FOI requests for device screenshots Updating.docx

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 8, 2021 12:29:58 PM PST
Attachments: IN FOI requests for device screenshots Updating.docx

Actually – sorry – your comments should have your name.
Do you mind adding your comments to my version?

ADVICE TO MINISTER

<p>CONFIDENTIAL ISSUES NOTE</p> <p>Ministry of Citizens' Services Date: March 8, 2021 Minister Responsible: Lisa Beare</p>	<p>FOI requests for device screenshots</p>
---	---

ADVICE AND RECOMMENDED RESPONSE:

- B.C. is committed to transparency and openness with regards to government records.
- I want to thank the information and privacy commissioner for his recommendations on this issue.
- Currently, there are no clear guidelines in FOIPPA for managing these types of requests.
- Screenshots of cell phones or computer screens are not records generated during the course of government business.
- Our staff felt there was not a requirement to create these records.
- We have accepted the ruling and will create the records as requested.

If pressed:

- The public service works hard to ensure government follows the intent of the legislation when processing requests for new types of records that did not exist when FOIPPA was created.
- Some FOI requests blur the line between FOIPPA's purpose – to provide access to government records – and surveillance of public-sector staff.
- Rulings from the OIPC provide clarity in situations where legislation may be unclear.

KEY FACTS:

s.13

A political party applicant began requesting lists or screenshots of file folder repositories on cellphones and/or computers used by ministers, ministerial assistants and senior staff across government in 2017.

The applicant received no-records responses as government's position was that the legislation did not require government to create these types of records. A complaint to the Office of the Information and Privacy Commissioner (OIPC) resulted in government and the applicant making submissions to an inquiry.

The OIPC has sided with the applicant in this case and government is now required to produce the records, which can include lists or images of the contents of desktops, download and documents folders on computers used by Ministers, the Premier and senior staff. This also applies to mobile devices.

In certain cases, FOIPPA requires government to create records in response to an FOI request. This may include compiling aggregate data that is generated by government business, like traffic flows or car insurance claims. FOIPPA permits public bodies to charge fees for the production of records, where required. This time is charged under the Act's fee structure at \$30/hour.

Media Interest:^{s.13}
has been minimal, if any.

Media interest thus far

Communications:	Ben Ingram	778 698-5379
Program:	Chad Hoskins	250 356-7343
	Kris Ghag	250 387-9801

RE: IN FOI requests for device screenshots Updating.docx

From: Matthew.Prodan@gov.bc.ca
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 12:36:35 PM PST
Attachments: IN FOI requests for device screenshots Updating (002) CKMP
Comments.docx

I've been having some weirdness with track changes too – no problem. Done per attached.

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:**
Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 12:30 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: IN FOI requests for device screenshots Updating.docx

Actually – sorry – your comments should have your name.
Do you mind adding your comments to my version?

ADVICE TO MINISTER

CONFIDENTIAL ISSUES NOTE

Ministry of Citizens' Services
Date: March 8, 2021
Minister Responsible: Lisa Beare

FOI requests for device screenshots

s.13

ADVICE AND RECOMMENDED RESPONSE:

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Media Interest: s.13
has been minimal, if any.

Media interest thus far

Communications:	Ben Ingram	778 698-5379
Program:	Chad Hoskins	250 356-7343
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RE: For review: Updated issue note

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
To: Ingram, Ben GCPE:EX <Ben.Ingram@gov.bc.ca>
Cc: Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>, Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>, Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 8, 2021 12:48:25 PM PST
Attachments: IN FOI requests for device screenshots Updating (002) CKMP Comments.docx

Hi Ben,

Here are some comments from me and Matt Prodan. (Matt is covering for Kris, s.22)
Let me know if you'd like to chat. We plan to send the fee letter later this afternoon – it'll be after today's QP.
.Cindy

From: Ingram, Ben GCPE:EX <Ben.Ingram@gov.bc.ca>
Sent: March 8, 2021 11:03 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ghag, Kris CITZ:EX <Kris.Ghag@gov.bc.ca>; Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Cc: Emerson, Kim GCPE:EX <Kim.Emerson@gov.bc.ca>
Subject: For review: Updated issue note

Hi there. We've received info about a fee estimate on these requests. Have added the highlighted portion to the background of this note.

Any edits/suggestions before this goes to Kerry and MO? We want to move this one quickly in case it comes up in QP.

Thanks for your help,

Ben

ADVICE TO MINISTER

CONFIDENTIAL ISSUES NOTE

Ministry of Citizens' Services
Date: March 8, 2021
Minister Responsible: Lisa Beare

FOI requests for device screenshots

s.13

ADVICE AND RECOMMENDED RESPONSE:

- B.C. is committed to transparency and openness with regards to government records.
- I want to thank the information and privacy commissioner for his recommendations on this issue.
- Currently, there are no clear guidelines in FOIPPA for managing these types of requests.
- Screenshots of cell phones or computer screens are not records generated during the course of government business.
- Our staff felt there was not a requirement to create these records.
- We have accepted the ruling and will create the records as requested.

s.13

If pressed:

- The public service works hard to ensure government follows the intent of the legislation when processing requests for new types of records that did not exist when FOIPPA was created.
- Some FOI requests blur the line between FOIPPA's purpose – to provide access to government records – and surveillance of public-sector staff.
- Rulings from the OIPC provide clarity in situations where legislation may be unclear.

KEY FACTS:

s.13

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The applicant received no-records responses as government's position was that the legislation did not require government to create these types of records. A complaint to the Office of the Information and Privacy Commissioner (OIPC) resulted in government and the applicant making submissions to an inquiry.

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In certain cases, FOIPPA requires government to create records in response to an FOI request. This may include compiling aggregate data that is generated by government business, like traffic flows or car insurance claims. FOIPPA permits public bodies to charge fees for the production of records, where required. This time is charged under the Act's fee structure at \$30/hour.

Media Interest:s.13
has been minimal, if any.

Media interest thus far

Communications:	Ben Ingram	778 698-5379
Program:	Chad Hoskins	250 356-7343
	Kris Ghag	250 387-9801

For review: Updated FOI IN

From: Ingram, Ben GCPE:EX <Ben.Ingram@gov.bc.ca>
To: Pridmore, Kerry CITZ:EX <Kerry.Pridmore@gov.bc.ca>, Garneau, Tanya
CITZ:EX <Tanya.Garneau@gov.bc.ca>
Cc: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>, Prodan, Matthew
CITZ:EX <Matthew.Prodan@gov.bc.ca>, Emerson, Kim GCPE:EX
<Kim.Emerson@gov.bc.ca>
Sent: March 8, 2021 2:32:39 PM PST
Attachments: IN FOI requests for device screenshots Updating2.docx

Hi, Kerry. We've updated the attached note in case it comes up in QP. Cindy and Matt helped make the messages and background more accurate and timely.

Any edits/suggestions? OK to share with MO?

Thanks for your help,

Ben

ADVICE TO MINISTER

<p>CONFIDENTIAL ISSUES NOTE</p> <p>Ministry of Citizens' Services Date: March 8, 2021 Minister Responsible: Lisa Beare</p>	<p>FOI requests for device lists/screenshots</p>
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ADVICE AND RECOMMENDED RESPONSE:

- B.C. is committed to transparency and openness with regards to government records.
- I want to thank the information and privacy commissioner for his recommendations on this issue.
- Currently, there are no clear guidelines in FOIPPA for managing these types of requests.
- Screenshots or lists of files and folders on cell phones or computers are not records generated during the course of government business.
- Our staff felt there was not a requirement to create these records.
- We have accepted the ruling and will be responding to this request through the normal FOI process.

If pressed:

- The public service works hard to ensure government follows the intent of the legislation when processing requests for new types of records that did not exist when FOIPPA was created.
- FOIPPA allows public bodies to charge for time to produce a record. Responding to this request requires 90 hours of work to develop a technical solution.

KEY FACTS:

As of March 8, Government was expected to provide a \$2,700 fee estimate to an applicant in relation to a series of controversial FOI requests. The estimate was based on 90 hours of technical development work required to produce the requested records.

A political party applicant began requesting lists or screenshots of file folder repositories on cellphones and/or computers used by ministers, ministerial assistants and senior staff across government in 2017.

The applicant received no-records responses as government's position was that the legislation did not require government to create these types of records. A complaint to the Office of the Information and Privacy Commissioner (OIPC) resulted in government and the applicant making submissions to an inquiry.

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Media Interest: ^{s.13}

has been minimal, if any.

Media interest thus far

Communications:	Ben Ingram	778 698-5379
Program:	Chad Hoskins	250 356-7343
	Kris Ghag	250 387-9801

FOI Request CTZ-2017-74572

From: IAOCentralTeam@gov.bc.ca
To: s.22
Sent: March 8, 2021 3:17:15 PM PST
Attachments: Invoice (00000005716).pdf, G - Fees - Estimate.pdf

Please see the attached regarding your FOI request.

Thank you.

Information Access Operations | Ministry of Citizens' Services

www.gov.bc.ca/freedomofinformation

Fee Summary



PO Box 9569 STN PROV GOVT
Victoria, BC V8W 9K1

Requester Details

s.22

Requester Invoice

Request No	: CTZ-2017-74572
Invoice No	: 00000005716
Invoice Date	: 03/08/2021
Requester Name	: s.22

Fee Item	Quantity	Unit (\$)	Extended (\$)	Auto Waived		Charged (\$)
				(\$)	(\$)	
Producing a Record	90.00	\$30.00	\$2,700.00	\$0.00	\$0.00	\$2,700.00
Total Amount						\$2,700.00
Amount Paid						\$0.00
Balance Due						\$2,700.00

Request Description

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Invoice Memo

You have 20 business days to respond to this fee statement or your file will be closed as Abandoned.
If the total estimate is over \$200 you are only required to pay a 50% deposit, otherwise you are required to pay the full amount.

Copy of Letter Sent

From: Matthew.Prodan@gov.bc.ca
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 8, 2021 3:18:58 PM PST
Attachments: G - Fees - Estimate.pdf

As requested.

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:**
Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



File: 292-30/CTZ-2017-74572

March 8, 2021

Sent via email: s.22
s.22

Dear s.22

Re: Request for Access to Records – Fee Estimate
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 list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Pursuant to OIPC order F21-07, issued February 17, 2021, the OIPC has determined that government is required to create the requested records. Although your request was directed to multiple public bodies (see list in Appendix A), the Ministry of Citizens' Services, through the Office of the Chief Information Officer (OCIO), would be in a position to produce records on behalf of the public bodies to which this request was directed. Therefore, the requests have been amalgamated to be responded to under this one request number.

Due to the need for the OCIO to create these records, the Ministry has estimated a fee of \$2700, calculated as per the attached Fee Summary. The fee is comprised of an estimated 90 hours for the technical development work required to create two programs, one to produce lists from network drives, and another to produce lists from devices.

Your request has been placed on hold; you have **20 business days** to respond to this letter. If we do not hear from you by **April 7, 2021**, we will consider your request abandoned and close the file.

.../2

Ministry of Citizens' Services

Information Access Operations

Mailing Address:

PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

Website:

www.gov.bc.ca/freedomofinformation
Telephone: 250 387-1321
Fax: 250 387-9843

Section 75(1) of FOIPPA provides that we may charge a fee for certain limited costs of processing your request. However, the first three hours to search for records and any time spent reviewing and/or severing information from the records is not charged to you. A copy of section 75 is enclosed for your reference. A complete copy of FOIPPA is available online at:

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

There are three options to respond, detailed below.

1 - NARROW YOUR REQUEST TO REDUCE FEES

Restricting the scope of the request only to certain types of electronic devices may result in a reduced fee estimate.

2 - PAY THE FEE ESTIMATE

Due to the amount of the estimate, we will require a deposit in the amount of \$1350.00. Where a balance of fees is owed, payment must be received prior to the release of the records. We will notify you if a balance is due. Your request will be placed on hold pending receipt of final payment.

Please send a cheque or money order made payable to the Minister of Finance, quote your file number and mail it to:

Attn: Neal Yonson
Information Access Operations
Ministry of Citizens' Services
PO Box 9569 Stn Prov Govt
Victoria BC V8W 9K1

To pay by credit card, please call 250 387-1321. VISA, Master Card and Amex are accepted. You will need to have your request number and payment amount ready. Credit card payments will appear on your statement as "QP Bookstore". If applicable, fee refunds are paid by cheque and are not credited back to the payment card.

Upon receipt of payment, we will resume processing your request. All reasonable efforts have been made to generate an accurate estimate.

You will be required to pay the actual cost whether it is higher or lower than the estimate. If it appears that the actual cost of processing the request will be different than the original fee estimate, we may issue a revised estimate.

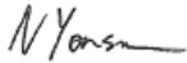
3 - REQUEST A FEE WAIVER

In certain circumstances fees may be partially or entirely waived. We have enclosed a Fee Waiver Information Sheet for your convenience.

If you have any questions regarding your request, please contact Neal Yonson at 778 698-2378. 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 778 698-2378.

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 dark ink, appearing to read 'N Yonson', with a stylized flourish at the end.

Neal Yonson, Team Lead
On behalf of Cindy Elbahir , Manager
Central Agency Team, Information Access Operations

Enclosures

Appendix A: List of Requests

Ministry	File Number
Ministry of Advanced Education, Skills and Training	292-30/AED-2017-74568
Ministry of Agriculture	292-30/AGR-2017-74569
Ministry of Attorney General	292-30/MAG-2017-74570
Ministry of Children and Family Development	292-30/CFD-2017-74571
Ministry of Citizens' Services	292-30/CTZ-2017-74572
Ministry of Education	292-30/EDU-2017-74573
Ministry of Energy, Mines and Petroleum Resources	292-30/EMP-2017-74574
Ministry of Environment and Climate Change Strategy	292-30/MOE-2017-74575
Ministry of Finance	292-30/FIN-2017-74576
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	292-30/FNR-2017-74577
Ministry of Health	292-30/HTH-2017-74578
Ministry of Indigenous Relations and Reconciliation	292-30/IRR-2017-74579
Ministry of Jobs, Trade and Technology	292-30/JTT-2017-74580
Ministry of Labour	292-30/LBR-2017-74581
Ministry of Mental Health and Addictions	292-30/MHA-2017-74582
Ministry of Municipal Affairs and Housing	292-30/MAH-2017-74583
Office of the Premier	292-30/OOP-2017-74584
Ministry of Public Safety and Solicitor General and Emergency Management BC	292-30/PSS-2017-74585
Ministry of Social Development and Poverty Reduction	292-30/MSD-2017-74586
Ministry of Tourism, Arts and Culture	292-30/TAC-2017-74587
Ministry of Transportation and Infrastructure	292-30/TRA-2017-74588

Fees

75 (1) The head of a public body may require an applicant who makes a request under section 5 to pay to the public body fees for the following services:

- (a) locating, retrieving and producing the record;
- (b) preparing the record for disclosure;
- (c) shipping and handling the record;
- (d) providing a copy of the record.

(2) An applicant must not be required under subsection (1) to pay a fee for

- (a) the first 3 hours spent locating and retrieving a record, or
- (b) time spent severing information from a record.

(3) Subsection (1) does not apply to a request for the applicant's own personal information.

(4) If an applicant is required to pay a fee for services under subsection (1), the head of the public body

- (a) must give the applicant a written estimate of the total fee before providing the service, and
- (b) may require the applicant to pay a deposit in the amount set by the head of the public body.

(5) If the head of a public body receives an applicant's written request to be excused from paying all or part of the fees for services, the head may excuse the applicant if, in the head's opinion,

- (a) the applicant cannot afford the payment or for any other reason it is fair to excuse payment, or
- (b) the record relates to a matter of public interest, including the environment or public health or safety.

(5.1) The head of a public body must respond under subsection (5) in writing and within 20 days after receiving the request.

(6) The fees that prescribed categories of applicants are required to pay for services under subsection (1) may differ from the fees other applicants are required to pay for them, but may not be greater than the actual costs of the services.

Fee Waiver Information Sheet

You have the right to request a fee waiver. Section 75(5) of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) sets out the rules regarding when a fee waiver may be granted by a public body. If you decide to request a fee waiver, you bear the burden of proof to establish that a waiver should be granted. You must demonstrate that:

- You cannot afford the payment or for any other reason it is fair to excuse payment, or
- The record relates to a matter of public interest, including the environment or public health or safety.

Please send your fee waiver request in writing and provide detailed evidence and reasons to support your case. You may mail or email this information to the analyst processing your request. Their contact information is provided in the body of the letter.

The Ministry will consider these factors when assessing whether or not to grant a fee waiver request:

1. Inability to pay:

In order for the head of a public body to consider waiving or reducing the fee for reasons of inability to pay, you must provide sufficient evidence to allow the public body to make a fair determination. Sufficient evidence could include a financial statement, pay stub, bank statement or Canada Revenue Agency Notice of Assessment. (Commissioner's Order 79-1996 and 2001-04).

2. Public Interest:

In order for the head of a public body to consider waiving or reducing the fee because the records relate to a matter of public interest, you must provide sufficient evidence in support of the following factors:

- Has the information been the subject of recent public debate?
- Does the subject matter of the record relate directly to the environment, public health, or safety?
- Would dissemination of the information yield a public benefit by
 - Disclosing an environmental, public health or safety concern
 - Contributing meaningfully to the development or understanding of an important environmental, health, or safety issue, or
 - Assisting public understanding of an important policy, law, program, or service?
- Do the records show how the public body is allocating financial or other resources?

If the head decides that the records do relate to a matter of public interest, then he or she must then determine whether you should be excused from paying all or part of the estimated fees. Factors that should be considered would include:

- Is your primary purpose to disseminate information in a way that could reasonably be expected to benefit the public, or to serve a private interest?
- Are you able to disseminate the information to the public?

If your primary purpose is to serve a private interest, then the head may be justified in refusing to waive fees, even where he or she is of the opinion that the records do relate to a matter of public interest. (Commissioner's Order 155-1997).

<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.

For review: Quick edit to IN

From: Ingram, Ben GCPE:EX <Ben.Ingram@gov.bc.ca>
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>, Prodan, Matthew
CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 9, 2021 9:26:31 AM PST
Attachments: IN FOI requests for device screenshots_08 March 2021_updating3.docx

Good morning, Cindy and Matt.

Minister requested a little more clarity on the fee estimate. We've added a line to the background here in tracked changes – just want to double check that it's accurate.

Thanks for your help,

Ben

ADVICE TO MINISTER

<p>CONFIDENTIAL ISSUES NOTE</p> <p>Ministry of Citizens' Services Date: March 8, 2021 Minister Responsible: Lisa Beare</p>	<p>FOI requests for device lists/screenshots</p>
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ADVICE AND RECOMMENDED RESPONSE:

- B.C. is committed to transparency and openness with regards to government records.
- I want to thank the information and privacy commissioner for his recommendations on this issue.
- Currently, there are no clear guidelines in FOIPPA for managing these types of requests.
- Screenshots or lists of files and folders on cell phones or computers are not records generated during the course of government business.
- Our staff felt there was not a requirement to create these records.
- We have accepted the ruling and will be responding to this request through the normal FOI process.

If pressed:

- The public service works hard to ensure government follows the intent of the legislation when processing requests for types of records that did not exist when FOIPPA was created.
- FOIPPA allows public bodies to charge for time to produce a record. Responding to this request requires 90 hours of work to develop a technical solution.
- Legislation allows fees to be applied when the search time required for a request exceeds three hours.
- Applying fees where appropriate helps preserve FOI resources for people who use the system to access the information they need.

KEY FACTS:

s.13

A political party applicant began requesting lists or screenshots of file folder repositories on cellphones and/or computers used by ministers, ministerial assistants and senior staff across government in 2017.

The applicant received no-records responses as government's position was that the legislation did not require government to create these types of records. A complaint to the Office of the Information and Privacy Commissioner (OIPC) resulted in government and the applicant making submissions to an inquiry.

The OIPC has sided with the applicant in this case and government is now required to produce the records, which can include lists or images of the contents of desktops, download and documents folders on computers used by Ministers, the Premier and senior staff. This also applies to mobile devices.

In certain cases, FOIPPA requires government to create records in response to an FOI request. This may include compiling aggregate data that is generated by government business, like traffic flows or car insurance claims. FOIPPA permits public bodies to charge fees for the production of records, where required. This time is charged under the Act's fee structure at \$30/hour.

Media Interest:^{s.13}
has been minimal, if any.

Media interest thus far

Communications:	Ben Ingram	778 698-5379
Program:	Chad Hoskins	250 356-7343
	Kris Ghag	250 387-9801

File Folder List Requests

From: Matthew.Prodan@gov.bc.ca
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Sent: March 22, 2021 10:22:11 AM PDT

Hi Cindy,

I don't know if we want to save this for our meeting tomorrow with Chad, or set up a separate one-off to discuss, but March 31st will be here before we know it so it's a good time to check in as a group. I find it's better for me to write this all up, so here's where we are at, and what I think we need to start planning, happy to hear your input.

s.13; s.14

We had 8 days of hold time due to the fee being assessed,
s.13; s.14

- It would be good to get an ETA from David's group around the programs completion. Chad I believe had just followed up with David last week, I could follow up with him this week, or if Chad is in regular contact we can have him do so (I am sure it's top of mind!)

We also received those additional requests directed to OOP – I've given CE an informal heads up so she's not caught off guard once we've got a plan in place.^{s.13}
s.13

- Based on how things roll out with the original request, we can hopefully establish a baseline of the average time required to produce/prepare the list using the program. We can use that information to inform our options for these new requests.

Going back to the original request – since the fee has been paid in full and the lists will be produced we will need to work on:

- Messaging to clients – since these are being processed centrally by CITZ, consults with all Ministries will need to happen. Messaging should come from managers first, ahead of any consults being received by the client
 - Messaging should focus on what has happened, and what to expect. Ask clients to prioritize responses to these consults.
 - Do we want to advise that more requests may be coming in the future?
 - Consults should allow for an extension to be applicable,^{s.13; s.14}
s.13; s.14

- Processing of the request – presume this remains with Neal to process centrally.

Thanks Cindy!

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

File List Requests Info

From: Matthew.Prodan@gov.bc.ca
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 22, 2021 12:40:39 PM PDT
Attachments: File List Requests Info.docx
As requested.

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** [**Matthew.Prodan@gov.bc.ca**](mailto:Matthew.Prodan@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

Rationale for applicant re: Fee Estimate

I am writing further to your request received by the Ministry of Citizens' Services. Your request is for:

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Pursuant to OIPC order F21-07, issued February 17, 2021, the OIPC has determined that government is required to create the requested records. Although your request was directed to multiple public bodies (see list in Appendix A), the Ministry of Citizens' Services, through the Office of the Chief Information Officer (OCIO), would be in a position to produce records on behalf of the public bodies to which this request was directed. Therefore, the requests have been amalgamated to be responded to under this one request number.

Due to the need for the OCIO to create these records, the Ministry has estimated a fee of \$2700, calculated as per the attached Fee Summary. The fee is comprised of an estimated 90 hours for the technical development work required to create two programs, one to produce lists from network drives, and another to produce lists from devices.

New Requests Received March 17th

Directed to: OOP

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Jon Robinson. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Don Bain. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by George Smith. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Amber Hockin. (Date Range for Record Search: March 17, 2017)

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by Geoff Meggs. (Date Range for Record Search: March 17, 2017)

RE: File Folder List Requests

From: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 22, 2021 8:49:22 PM PDT

Hi -I made a few comments – sorry for my delay. I'm on board with everything you're thinking – it all makes sense. We can talk about it with Chad at our 10-11. If we run out of time, you and Chad can also chat independently and just loop me in at your convenience. But I'm totally interested in how this unfolds.

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 22, 2021 10:22 AM
To: Kukucska, Cindy L CITZ:EX <Cindy.Kukucska@gov.bc.ca>
Subject: File Folder List Requests

Hi Cindy,

I don't know if we want to save this for our meeting tomorrow with Chad, or set up a separate one-off to discuss, but March 31st will be here before we know it so it's a good time to check in as a group. I find it's better for me to write this all up, so here's where we are at, and what I think we need to start planning, happy to hear your input.

We had 8 days of hold time due to the fee being assessed,
s.13; s.14

- It would be good to get an ETA from David's group around the programs completion. Chad I believe had just followed up with David last week, I could follow up with him this week, or if Chad is in regular contact we can have him do so (I am sure it's top of mind!) AGREE

We also received those additional requests directed to OOP – I've given CE an informal heads up so she's not caught off guard once we've got a plan in place.^{s.13}
s.13

- Based on how things roll out with the original request, we can hopefully establish a baseline of the average time required to produce/prepare the list using the program. We can use that information to inform our options for these new requests. Agree

Going back to the original request – since the fee has been paid in full and the lists will be produced we will need to work on:

- Messaging to clients – since these are being processed centrally by CITZ, consults with all Ministries will need to happen. Messaging should come from managers first, ahead of any consults being received by the client
 - Messaging should focus on what has happened, and what to expect. Ask clients to prioritize responses to these consults. Yes
 - Do we want to advise that more requests may be coming in the future? I say probably? We'll assess new requests as they come in but anticipate an increase in this type of request as a result of the Order.
 - Consults should allow for an extension to be applicable,^{s.13; s.14}
s.13; s.14

- Processing of the request – presume this remains with Neal to process centrally. Would be ideal

Thanks Cindy!

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** **Matthew.Prodan@gov.bc.ca** | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

RE: File Listings

From: Matthew.Prodan@gov.bc.ca
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>, Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 2:21:30 PM PDT
Attachments: File List.xlsx

Thanks David – I just quickly pulled together this sheet to associate a device number to a specific Minister – it looks like we are missing 10 lists, and there's a couple where I'm not sure if there's a Minister associated, based on the IDIRs, including one that pulled no data at all. Did any get missed, or is there a reason for the lack of a record on those 10 vs what we got in the network pull?

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 1:46 PM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Afternoon gentlemen, the^{s.1} drive snapshots have been completed (at least 1 per Minister). These files will need to be redacted or otherwise processed to remove the listings for irrelevant users.

Let me know if there is anything else required for this FOI request.

Cheers,
David

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 26, 2021 10:18 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Thanks David, I think we are ok holding out until Monday in the hopes that we get a complete list.

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 26, 2021 10:15 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Thanks, I'll reach out to Brent about the last 3. Would you like the records for those we have so far?

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 25, 2021 4:40 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi David,

Sounds like we are getting closer. I would try Brent Trimble at PremTech on this one. Looks like he is around.

Thanks, Chad

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 25, 2021 4:28 PM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi Chad, there are still 3 individuals we haven't been able to get at least 1 device for. The Devices team keeps retrying twice a day, and picks up a few each time. I was going to reach out to David Henry, but I see he^{s.22}
s.22 says to contact Prem.Tech, any concerns if I refer this to his team?

Cheers,
David

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 25, 2021 2:51 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi David,

s.13

s.13

That order required us to create these records by March 31, 2021. In order to do that, we would need to complete the work to capture the network information. Were you able to connect with David Henry and does it sound realistic to have that information by next Tuesday, March 30th?

Thanks, Chad

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 25, 2021 9:59 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: FW: File Listings

Hi Chad, here is the updated^{s.1}₅ drive extract, as requested.

Cheers,
David

RE: File Listings

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>, Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 30, 2021 2:26:17 PM PDT
Attachments: Copy of Copy of IDIR__PC-info KG Mar30 21.xlsx

Hi Matt, here is the list that we started with from Prem.Tech, modified along the way as there were some changes required (devices had moved around in the last week). Hope that helps trace things down.

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 30, 2021 2:22 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: File Listings

Thanks David – I just quickly pulled together this sheet to associate a device number to a specific Minister – it looks like we are missing 10 lists, and there's a couple where I'm not sure if there's a Minister associated, based on the IDIRs, including one that pulled no data at all. Did any get missed, or is there a reason for the lack of a record on those 10 vs what we got in the network pull?

Matt

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Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Afternoon gentlemen, the^{s.15} drive snapshots have been completed (at least 1 per Minister). These files will need to be redacted or otherwise processed to remove the listings for irrelevant users.

Let me know if there is anything else required for this FOI request.

Cheers,
David

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 26, 2021 10:18 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
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Thanks, I'll reach out to Brent about the last 3. Would you like the records for those we have so far?

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Sent: March 25, 2021 4:40 PM
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Subject: RE: File Listings

Hi David,

Sounds like we are getting closer. I would try Brent Trimble at PremTech on this one. Looks like he is around.

Thanks, Chad

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To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi Chad, there are still 3 individuals we haven't been able to get at least 1 device for. The Devices team keeps retrying twice a day, and picks up a few each time. I was going to reach out to David Henry, but I see he ^{s.22}
s.22 says to contact Prem.Tech, any concerns if I refer this to his team?

Cheers,
David

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 25, 2021 2:51 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi David,

s.13

s.13

That order required us to create these records by March 31, 2021. In order to do that, we would need to complete the work to capture the network information. Were you able to connect with David Henry and does it sound realistic to have that information by next Tuesday, March 30th?

Thanks, Chad

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 25, 2021 9:59 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: FW: File Listings

Hi Chad, here is the updated^{s.1}₅ drive extract, as requested.

Cheers,
David

A list of all file names and folder names located on the desktop, my downloads, my documents, and my favourites folders from all electronic devices used by the Premier/Minister/Minister of State.

Minister/Minister of State	Ministry	IDIR	LAST workstation numbers logged in
John Horgan	Premier's Office	s. 15	
Anne Kang	Advanced Education and Skills Training		
Lana Popham	Agriculture, Food and Fisheries		
David Eby	Attorney General		
Mitzi Dean	Children and Family Development		
Katrina Chen	Minister of State for Child Care		
Lisa Beare	Citizens' Services		
Jennifer Whiteside	Education		
Bruce Ralston	Energy, Mines and Low Carbon Innovation		
George Heyman	Environment and Climate Change Strategy		
Selena Robinson	Finance		
Katrine Conroy	Forests, Lands, Natural Resource Operations and Rural Development		
Nathan Cullen	Minister of State for Lands and Natural Resource Operations		
Adrian Dix	Health and Minister responsible for Francophone Affairs		
Murray Rankin	Indigenous Relations and Reconciliation		
Ravi Kahlon	Jobs, Economic Recovery and Innovation		
George Chow	Minister of State for Trade		
Harry Bains	Labour		
Sheila Malcomson	Mental Health and Addictions		
Josie Osborne	Municipal Affairs		
Mike Farnworth	Public Safety and Solicitor General		
Nicholas Simons	Social Development and Poverty Reduction		
Melanie Mark	Tourism, Arts, Culture and Sport		
Rob Fleming	Transportation and Infrastructure		
Bowinn Ma	Minister of State for Infrastructure		

blue = captured on March 23

green = captured on March 24

gray = captured on March 25

maroon = captured on March 26

purple = captured on March 30

black = not captured and deemed unnecessary

RE: File Listings

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>, Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 30, 2021 2:29:14 PM PDT
Attachments: s.15

Sorry Matt, looks like I didn't send you all the files. Here is the set again.

Cheers,
David

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
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To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 30, 2021 3:25:23 PM PDT

Hi Matt, the subfolders were unavoidable on this one. I will follow up with the team on the missing files.

Cheers,
David

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 30, 2021 3:01 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: File Listings
Importance: High

Thanks again David – that did fill in some of the blanks. Going against that excel sheet you had sent me, it looks like we are still missing the following files:

Selena Robinson	Finance	s.15
George Chow	Minister of State for Trade	
Sheila Malcomson	Mental Health and Addictions	
Bowinn Ma	Minister of State for Infrastructure	

I was also wondering, for the files that pulled no data at all (eg: ^{s.15} – is there a reasoning for this, does that just mean there was no data to pull from those folder paths?

I also noticed in ^{s.15} (and perhaps this is present in all, I only gave a quick glance) that the pull is also pulling the info from the subfolders contained within the target folders, similar to how the network pull was first done. Was that unavoidable with this particular program? I am thinking that the logistics of doing this again with the right instructions may be a challenge/impossible given the timelines and the process required for this particular pull.

If I can get those files, I think we can then say that we have produced the records.

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 2:29 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: File Listings

Sorry Matt, looks like I didn't send you all the files. Here is the set again.

Cheers,
David

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 30, 2021 2:22 PM

To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: File Listings

Thanks David – I just quickly pulled together this sheet to associate a device number to a specific Minister – it looks like we are missing 10 lists, and there's a couple where I'm not sure if there's a Minister associated, based on the IDIRs, including one that pulled no data at all. Did any get missed, or is there a reason for the lack of a record on those 10 vs what we got in the network pull?

Matt

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 1:46 PM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Afternoon gentlemen, the^{s.1}₅ drive snapshots have been completed (at least 1 per Minister). These files will need to be redacted or otherwise processed to remove the listings for irrelevant users.

Let me know if there is anything else required for this FOI request.

Cheers,
David

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 26, 2021 10:18 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Thanks David, I think we are ok holding out until Monday in the hopes that we get a complete list.

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 26, 2021 10:15 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Thanks, I'll reach out to Brent about the last 3. Would you like the records for those we have so far?

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 25, 2021 4:40 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi David,

Sounds like we are getting closer. I would try Brent Trimble at PremTech on this one. Looks like he is around.

Thanks, Chad

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 25, 2021 4:28 PM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi Chad, there are still 3 individuals we haven't been able to get at least 1 device for. The Devices team keeps retrying twice a day, and picks up a few each time. I was going to reach out to David Henry, but I see he^{s.22}
s.22 says to contact Prem.Tech, any concerns if I refer this to his team?

Cheers,
David

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 25, 2021 2:51 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: File Listings

Hi David,

s.13

s.13

That order required us to create these records by March 31, 2021. In order to do that, we would need to complete the work to capture the network information. Were you able to connect with David Henry and does it sound realistic to have that information by next Tuesday, March 30th?

Thanks, Chad

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 25, 2021 9:59 AM
To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: FW: File Listings

Hi Chad, here is the updatec^{s.15} drive extract, as requested.

Cheers,
David

File Folder List Request - CTZ-2017-74572 (5).msg.ics

Sent: March 30, 2021 4:38:20 PM PDT

Received: March 30, 2021 4:38:20 PM PDT

Priority: Normal (5)

Address: (UTC-08:00) Pacific Time (US & Canada)

Calendar Item Type: REQUEST

Sorry for the end of day meeting tomorrow, knowing^{s.22} I wanted to get us together to talk about next steps on this request. All records should be produced by the time of this meeting, and we'll go over next steps.

Thanks!

Matt

Microsoft Teams meeting

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s.15

Learn More<<https://aka.ms/JoinTeamsMeeting>> | Meeting options<^{s.15}

s.15

RE: All the file lists

From: Matthew.Prodan@gov.bc.ca
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 5:45:14 PM PDT
Attachments: IDIR__PC-info.xlsx

David – I’ve been able to match each data extract to the corresponding Minister – so we are good there now. Thank you!!

I was just doing one last check, and caught something with the ^{s.15} drive pull you sent us last week, I don’t know quite how I overlooked this, perhaps I was too focused on what was in the tabs themselves, and not the summary at the front page.

Your team flagged “No Data” for two Ministers on this list – what does that mean, exactly?

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 4:38 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: All the file lists

Hi Matt, here are all the file lists, direct from the Device team.

Cheers,
David

File Folder List Request - CTZ-2017-74572.msg.ics

Sent: March 30, 2021 6:06:29 PM PDT

Received: March 30, 2021 6:06:29 PM PDT

Priority: Normal (5)

Address: (UTC-08:00) Pacific Time (US & Canada)

Calendar Item Type: REQUEST

Moving this one ahead 30 mins as Neal is ^{s.22} - Chad, you have a conflict at this time, I can fill in CE and Neal if you can't move your 330 around. The rest of the day is quite booked for me unfortunately

Sorry for the end of day meeting tomorrow, knowing ^{s.22} I wanted to get us together to talk about next steps on this request. All records should be produced by the time of this meeting, and we'll go over next steps.

Thanks!

Matt

Microsoft Teams meeting

Join on your computer or mobile app

Click here to join the meeting^{s.15}
s.15

Learn More<<https://aka.ms/JoinTeamsMeeting>> | Meeting
options^{s.15}
s.15

RE: All the file lists

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 31, 2021 8:31:22 AM PDT

That's the objective.

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 31, 2021 8:30 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: All the file lists

Thanks David – there's a big time pressure ahead of us, any chance this is done by EOD?

Matthew Prodan | A/Senior Director | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 31, 2021 8:27 AM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: RE: All the file lists

Hi Matt, it turns out those users don't have an s_1^1 drive, so there was nothing to capture. I'll get the desktop team to see if they can capture it instead.

From: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 30, 2021 6:04 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: All the file lists

Thanks David – just keeping in mind that these target folders would include the desktop.... I suppose it's possible but would be unusual to have nothing on your desktop (can you even remove your recycle bin from that?).

Appreciate you looking into this.

Matt

Matthew Prodan | A/Senior Director | Information Access Operations | **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 5:52 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: Re: All the file lists

I believe that means all requested folders were empty, I will confirm.

Cheers,

David

From: Prodan, Matthew CITZ:EX
Sent: Tuesday, March 30, 2021 5:45:14 PM
To: Ell, David W CITZ:EX
Subject: RE: All the file lists

David – I've been able to match each data extract to the corresponding Minister – so we are good there now. Thank you!!

I was just doing one last check, and caught something with the ^{s.1}₅ drive pull you sent us last week, I don't know quite how I overlooked this, perhaps I was too focused on what was in the tabs themselves, and not the summary at the front page.

Your team flagged "No Data" for two Ministers on this list – what does that mean, exactly?

Matthew Prodan | A/Senior Director| Information Access Operations| **Ph:** (250) 387-3411 | **e:** Matthew.Prodan@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 30, 2021 4:38 PM
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Subject: All the file lists

Hi Matt, here are all the file lists, direct from the Device team.

Cheers,
David

Tentative File Folder List Request - CTZ-2017-74572.msg.ics

Sent: March 31, 2021 8:32:15 AM PDT

Received: March 31, 2021 8:32:16 AM PDT

Priority: Normal (5)

Calendar Item Type: REPLY

If my 330 ends early I will jump on the call, otherwise great if you can walk them through it Matt.

Accepted_ File Folder List Request - CTZ-2017-74572.msg.ics

Sent: March 31, 2021 8:36:51 AM PDT

Received: March 31, 2021 8:36:52 AM PDT

Priority: Normal (5)

Calendar Item Type: REPLY

FW: FOI for Minister file lists

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 31, 2021 3:25:32 PM PDT
Attachments: s.15 _snapshot.log

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 31, 2021 3:25 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

I have attached the snapshot for s.15

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Wednesday, March 31, 2021 3:16 PM
To: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Sorry Gents,
It took me a bit to get it online please try s.15 now.

Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 778-698-3782
Cel: 250-634-4966

From: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Sent: March 31, 2021 10:02 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: Re: FOI for Minister file lists

Thanks David E., this seems to be a miss when ISM setup their accounts.
We are engaging ISM to have them s.1 drives created as well as check all other new OOP clients for same.

Also, Thanks Brett for taking on the continued process to get Minister devices online.

Regards,
David

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: Wednesday, March 31, 2021, 9:34 a.m.
To: Henry, David A FIN:EX; Trimble, Brett FIN:EX
Cc: Hoskins, Chad CITZ:EX; Runzer, Glen ISMC:EX; Graham, Kadriye E CITZ:EX
Subject: RE: FOI for Minister file lists

Hi David H., Ministers Kahlon and Ma don't appear to have an s.15 drive (not sure why, but my team confirmed this morning that their IDIRs aren't configured with an s.15 drive). We were able to capture the data for Minister Kahlon as his PC was online, but need some assistance with Minister Ma's.

Thanks,
David

From: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Sent: March 31, 2021 9:31 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi David E.,
Can her s.1 drive not be accessed from the server by OCIO staff? That would have the data would it not?

Thanks,
David

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 31, 2021 09:17
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi Brett, we need your help one more time. We need to re-run the script for Minister Ma, due to her not having an s.1 drive. Can you co-ordinate with her office to have one of her machines s.15 connected to the network today so that we can try again?

Thanks,
David

From: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Sent: March 30, 2021 1:46 PM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Thank you Glen & Brett!

All materials have been sent to David for inclusion in the package.

Thank you,
Kadriye
250 818 0768

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>

Sent: March 30, 2021 1:37 PM

To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Hello all, I have sent Kadriye the last snapshot, this is for system^{s.15}

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>

Sent: Tuesday, March 30, 2021 11:06 AM

To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Subject: RE: FOI for Minister file lists

s.15 Is now online. 2 down 1 to go 😊

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>

Sent: March 30, 2021 11:05 AM

To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Subject: RE: FOI for Minister file lists

I have captured the snapshot for^{s.15} And sent it to Kadriye.

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>

Sent: Tuesday, March 30, 2021 10:59 AM

To: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Subject: RE: FOI for Minister file lists

s.15 Is online now. 😊

From: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>

Sent: March 30, 2021 10:48 AM

To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Hi Glen, Brett –

As per our quick calls – we only need to concentrate on these 3:

Minister Rankin^{s.15}

– Brett will advise

Minister Kahlon^{s.15}

– Brett will advise

Minister Osborne^{s.15}

– Brett has confirmed should be online just after lunch

Thank you,
Kadriye
250 818 0768

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>

Sent: March 30, 2021 10:33 AM

To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>

Subject: RE: FOI for Minister file lists

This is what I have compiled for the last 10 systems

s.15

John Horgan
Katrina Chen
George Heyman
Selena Robinson
Nathan Cullen
Ravi Kahlon
George Chow
Josie Osborne
Melanie Mark
Murray Rankin

s.15

His original system was replaced with this unit listed

I have no control when these systems are available, as such I cannot provide an update if they will be captured.

Cheers

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>

Sent: Tuesday, March 30, 2021 10:29 AM

To: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Thank you Kadriye.

I know this is difficult to coordinate so really appreciate the efforts being made. The order we are complying with requires us to capture the data for the primary device of each minister. So, I think we can focus on the three for which we have no information at this time.

Please feel free to give me a call if you'd like to discuss.

Thanks, Chad

Chad Hoskins | Executive Director, Access and Open Information | Information Access Operations | Ministry of Citizens' Services

d: 250.356.7343 **m:** 250.516.5181 | **e:** chad.hoskins@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

From: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>

Sent: March 30, 2021 10:20 AM

To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi Chad,

We were given a list of 24 people and 49 devices. As David says below, these 3 have 1 device and have not been available:

Minister Rankin s.15
Minister Kahlon
Minister Osborne s.15

Where there were multiples, we have captured at least one device for each person and in some cases, several devices associated with that person. For Ministry Chow, for example, we have connected with one device on the list but not the other. The results have been sent to David Ell.

Please advise if you want us to continue to reach all outstanding devices or just the 3 noted above. Either way, we need them to be online to capture the results.

Thank you,
Kadriye Graham, Director
Technical Stewardship
Device Services, Enterprise Services, OCIO
250 818 0768

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Sent: March 30, 2021 10:01 AM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Thanks Glen.

Does the list below include multiple devices for some Ministers, or are there still 10 people outstanding? This work is the result of an order from the Office of the Information and Privacy Commissioner and we have 1 day left to comply, so any assistance you can provide would be very helpful.

Thanks, Chad

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 30, 2021 9:33 AM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Good morning all, I just ran the script on the remaining systems.
s.15

These systems are not available to retrieve a snapshot. I will try again this afternoon or when directed to do so.

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Friday, March 26, 2021 4:44 PM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi Glen,
Are you doing an Search on Minister Chow's computer as well ^{s.15} is not one on the list? If that is the case he has it with him in Vancouver.

Regards, Brett

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 26, 2021 4:26 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi All, ^{s.15} Is online but I cannot start a remote session, as such this system may require someone to physically look at the device so far I have collected 39 system snapshots so I know the script works except for the system listed.

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Friday, March 26, 2021 4:01 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

The current asset is ^{s.15} , but sadly it is not online either.

Regards, Brett

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 26, 2021 3:38 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: Re: FOI for Minister file lists

Thanks Brett, we just need the current device, so if you can provide that device number well try the new one.

Thanks,
David

From: Trimble, Brett FIN:EX
Sent: Friday, March 26, 2021 3:34:30 PM
To: Runzer, Glen ISMC:EX; Ell, David W CITZ:EX
Cc: Graham, Kadriye E CITZ:EX; Henry, David A FIN:EX; Hoskins, Chad CITZ:EX
Subject: RE: FOI for Minister file lists

Thanks Gents,

I have contacted the Ministers Senior Advisor's and asked them/or Minister to connect the computers to the network either in the office or on VPN. Once I hear back that they are online, I'll let you know. The problem is that the Ministers are working remotely and no so easy to get a hold of.

FYI, For Minister Rankin^{s.15}

s.15 it has been returned. What dates are search for, will you require the new asset #?
To complicate things further, he had another device prior the current one he has now but it has already been reimaged.

Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 778-698-3782
Cel: 250-634-4966

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 26, 2021 2:55 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi David, you are correct the system only needs to be on the government network and turned on.

Cheers

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: Friday, March 26, 2021 2:51 PM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: Re: FOI for Minister file lists

And I don't believe we need the Minister to be logged in, we just need the computer connect to the network (or VPN if they are working offsite).

Thanks,
David

From: Runzer, Glen ISMC:EX
Sent: Friday, March 26, 2021 1:39:14 PM
To: Trimble, Brett FIN:EX; Ell, David W CITZ:EX
Cc: Graham, Kadriye E CITZ:EX; Henry, David A FIN:EX; Hoskins, Chad CITZ:EX
Subject: RE: FOI for Minister file lists

Hi Brett, the script runs pretty quick.^{s.15}
s.15

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>

Sent: Friday, March 26, 2021 1:34 PM

To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Hi David,

For sure, I'll see what I can do. When you say it only takes a few minutes to run, would that be under 10 and is that taking into account that they maybe connecting through VPN? It can be very difficult to get even 5 minutes of the Ministers time.

Regards, Brett

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Systems Analyst

Ministry of Finance | Offices of the Premier

Tel: 778-698-3782

Cel: 250-634-4966

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Sent: March 26, 2021 11:41 AM

To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>

Cc: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>

Subject: FOI for Minister file lists

Importance: High

Hi Brett, I got your name from Chad Hoskins in the FOI group, and I'm hoping you can help in ^{s.22}
^{s.22} Here in OCIO we've been working to gather file listing reports from the ^{s.15} drive of the Ministers to assist with response to an FOI request. We have captured the ^{s.1} drives, but there are 3 Ministers C: drives we haven't been able to capture as their workstations haven't been connected to the network this week.

Can I ask you to assist Glen Runzer (cc'd above) who is running the script? We need the 3 Ministers to connect their laptops to the network, and let us know when it's done so that Glen can run his script (only take a few minutes). We're trying to get this done today or Monday and any assistance is greatly appreciated.

The 3 outstanding are:

Minister Rankin ^{s.15}

Minister Kahlon

Minister Osborne ^{s.15}

Thanks,

David Ell

Director, Technical Stewardship

Hosting Services Branch, OCIO Enterprise Services, Ministry of Citizens' Services
W248L – 4000 Seymour Place
E-Mail: David.Ell@gov.bc.ca Phone: 778-698-2819

FW: FOI for Minister file lists

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
To: Prodan, Matthew CITZ:EX <Matthew.Prodan@gov.bc.ca>
Sent: March 31, 2021 3:30:25 PM PDT
Attachments: s.15 _snapshot.log

Hi Matt, we got Minister Ma's machine.

Cheers,
David

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 31, 2021 3:25 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

I have attached the snapshot for^{s.15}

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Wednesday, March 31, 2021 3:16 PM
To: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Sorry Gents,
It took me a bit to get it online please try^{s.15} now.

Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 778-698-3782
Cel: 250-634-4966

From: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Sent: March 31, 2021 10:02 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: Re: FOI for Minister file lists

Thanks David E., this seems to be a miss when ISM setup their accounts.
We are engaging ISM to have them^{s.15} drives created as well as check all other new OOP clients for same.

Also, Thanks Brett for taking on the continued process to get Minister devices online.

Regards,

David

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: Wednesday, March 31, 2021, 9:34 a.m.
To: Henry, David A FIN:EX; Trimble, Brett FIN:EX
Cc: Hoskins, Chad CITZ:EX; Runzer, Glen ISMC:EX; Graham, Kadriye E CITZ:EX
Subject: RE: FOI for Minister file lists

Hi David H., Ministers Kahlon and Ma don't appear to have an^{s.15}drive (not sure why, but my team confirmed this morning that their IDIRs aren't configured with an^{s.15}drive). We were able to capture the data for Minister Kahlon as his PC was online, but need some assistance with Minister Ma's.

Thanks,
David

From: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Sent: March 31, 2021 9:31 AM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi David F.,
Can her^{s.15}drive not be accessed from the server by OCIO staff? That would have the data would it not?

Thanks,
David

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 31, 2021 09:17
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi Brett, we need your help one more time. We need to re-run the script for Minister Ma, due to her not having an^{s.15}drive. Can you co-ordinate with her office to have one of her machines^{s.15} connected to the network today so that we can try again?

Thanks,
David

From: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Sent: March 30, 2021 1:46 PM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Thank you Glen & Brett!

All materials have been sent to David for inclusion in the package.

Thank you,

Kadriye
250 818 0768

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 30, 2021 1:37 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hello all, I have sent Kadriye the last snapshot, this is for system^{s.15}

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Tuesday, March 30, 2021 11:06 AM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: FOI for Minister file lists

s.15 Is now online. 2 down 1 to go 😊

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 30, 2021 11:05 AM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: FOI for Minister file lists

I have captured the snapshot for^{s.15} And sent it to Kadriye.

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Tuesday, March 30, 2021 10:59 AM
To: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: FOI for Minister file lists

s.15 Is online now. 😊

From: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>
Sent: March 30, 2021 10:48 AM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi Glen, Brett –

As per our quick calls – we only need to concentrate on these 3:

Minister Rankin^{s.15} – Brett will advise

Minister Kahlon s.15
Minister Osborne s.15

- Brett will advise
- Brett has confirmed should be online just after lunch

Thank you,
Kadriye
250 818 0768

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>

Sent: March 30, 2021 10:33 AM

To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>

Subject: RE: FOI for Minister file lists

This is what I have compiled for the last 10 systems

s.15

John Horgan
Katrina Chen
George Heyman
Selena Robinson
Nathan Cullen
Ravi Kahlon
George Chow
Josie Osborne
Melanie Mark
Murray Rankin

s.15

His original system was replaced with this unit listed

I have no control when these systems are available, as such I cannot provide an update if they will be captured.

Cheers

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>

Sent: Tuesday, March 30, 2021 10:29 AM

To: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Thank you Kadriye.

I know this is difficult to coordinate so really appreciate the efforts being made. The order we are complying with requires us to capture the data for the primary device of each minister. So, I think we can focus on the three for which we have no information at this time.

Please feel free to give me a call if you'd like to discuss.

Thanks, Chad

Chad Hoskins | Executive Director, Access and Open Information | Information Access Operations | Ministry of Citizens' Services

d: 250.356.7343 **m:** 250.516.5181 | **e:** chad.hoskins@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

From: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>

Sent: March 30, 2021 10:20 AM

To: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Hi Chad,

We were given a list of 24 people and 49 devices. As David says below, these 3 have 1 device and have not been available:

Minister Rankin^{s.15}
Minister Kahlon
Minister Osborne^{s.15}

Where there were multiples, we have captured at least one device for each person and in some cases, several devices associated with that person. For Ministry Chow, for example, we have connected with one device on the list but not the other. The results have been sent to David Ell.

Please advise if you want us to continue to reach all outstanding devices or just the 3 noted above. Either way, we need them to be online to capture the results.

Thank you,
Kadriye Graham, Director
Technical Stewardship
Device Services, Enterprise Services, OCIO
250 818 0768

From: Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>

Sent: March 30, 2021 10:01 AM

To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Thanks Glen.

Does the list below include multiple devices for some Ministers, or are there still 10 people outstanding? This work is the result of an order from the Office of the Information and Privacy Commissioner and we have 1 day left to comply, so any assistance you can provide would be very helpful.

Thanks, Chad

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>

Sent: March 30, 2021 9:33 AM

To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>

Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>

Subject: RE: FOI for Minister file lists

Good morning all, I just ran the script on the remaining systems.

s.15

These systems are not available to retrieve a snapshot. I will try again this afternoon or when directed to do so.

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Friday, March 26, 2021 4:44 PM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi Glen,
Are you doing an Search on Minister Chow's computer as well,^{s.15} is not one on the list? If that is the case he has it with him in Vancouver.

Regards, Brett

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 26, 2021 4:26 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi All^{s.15} Is online but I cannot start a remote session, as such this system may require someone to physically look at the device so far I have collected 39 system snapshots so I know the script works except for the system listed.

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Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

The current asset is^{s.15} but sadly it is not online either.

Regards, Brett

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 26, 2021 3:38 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>; Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: Re: FOI for Minister file lists

Thanks Brett, we just need the current device, so if you can provide that device number well try the new one.

Thanks,
David

From: Trimble, Brett FIN:EX
Sent: Friday, March 26, 2021 3:34:30 PM
To: Runzer, Glen ISMC:EX; Ell, David W CITZ:EX
Cc: Graham, Kadriye E CITZ:EX; Henry, David A FIN:EX; Hoskins, Chad CITZ:EX
Subject: RE: FOI for Minister file lists

Thanks Gents,
I have contacted the Ministers Senior Advisor's and asked them/or Minister to connect the computers to the network either in the office or on VPN. Once I hear back that they are online, I'll let you know. The problem is that the Ministers are working remotely and no so easy to get a hold of.

FYI, For Minister Rankin ^{s.15}
s.15 it has been returned. What dates are search for, will you require the new asset #?
To complicate things further, he had another device prior the current one he has now but it has already been reimaged.

Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 778-698-3782
Cel: 250-634-4966

From: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>
Sent: March 26, 2021 2:55 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi David, you are correct the system only needs to be on the government network and turned on.

Cheers

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: Friday, March 26, 2021 2:51 PM
To: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: Re: FOI for Minister file lists

And I don't believe we need the Minister to be logged in, we just need the computer connect to the network (or VPN if they are working offsite).

Thanks,
David

From: Runzer, Glen ISMC:EX
Sent: Friday, March 26, 2021 1:39:14 PM
To: Trimble, Brett FIN:EX; Ell, David W CITZ:EX
Cc: Graham, Kadriye E CITZ:EX; Henry, David A FIN:EX; Hoskins, Chad CITZ:EX
Subject: RE: FOI for Minister file lists

Hi Brett, the script runs pretty quick.^{s.15}
s.15

Cheers

From: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Sent: Friday, March 26, 2021 1:34 PM
To: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Cc: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: RE: FOI for Minister file lists

Hi David,
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Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 778-698-3782
Cel: 250-634-4966

From: Ell, David W CITZ:EX <David.Ell@gov.bc.ca>
Sent: March 26, 2021 11:41 AM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Runzer, Glen ISMC:EX <Glen.Runzer@gov.bc.ca>; Graham, Kadriye E CITZ:EX <Kadriye.Graham@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Hoskins, Chad CITZ:EX <Chad.Hoskins@gov.bc.ca>
Subject: FOI for Minister file lists
Importance: High

Hi Brett, I got your name from Chad Hoskins in the FOI group, and I'm hoping you can help in^{s.22}
s.22 Here in OCIO we've been working to gather file listing reports from the^{s.15} drive of the Ministers to assist with response to an FOI request. We have captured the^{s.15} drives, but there are 3 Ministers^{s.1} drives we haven't been able to capture as their workstations haven't been connected to the network this week.

Can I ask you to assist Glen Runzer (cc'd above) who is running the script? We need the 3 Ministers to connect their laptops to the network, and let us know when it's done so that Glen can run his script (only take a few minutes). We're trying to get this done today or Monday and any assistance is greatly appreciated.

The 3 outstanding are:

^{s.15}
Minister Rankin
Minister Kahlon
Minister Osborne^{s.15}

Thanks,

David Ell

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