CITZ-2023-30166 - *A copy the data schema(s) detailing the full list of data fields or variables collected regarding freedom of information requests processed by Information Access Operations. For the List of public bodies that are part of the pilot program of the new government FOI system, described as "a unified electronic service in partnership with government's FOI office (Information Access Operations - IAO)" by the 2021-2022 FIPPA Annual Report (page 6, https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/initiatives-plans-strategies/open-government/open-information/citz_-_report_on_the_administration_of_foippa-2021-22.pdf) (Date Range for Record Search: From 4/1/2021 To 4/1/2022)*

Interpretation Note: CIRMO has interpreted "schema" to mean fields, as defined by that word's use in the context of a relational database. Further, we have interpreted "collected" as "routinely gathered" as part of IAO's regularly scheduled reporting. Select definitions have been provided below.

Fields:

- Request #
- Team
  - Team at IAO responsible for processing.
- Manager
- Ministry
- ProcOrg
  - Refers to the three-letter code at the beginning of an FOI request. One Ministry may have multiple "ProcOrg" associated with it – such as how GCP (Government Communication and Public Engagement) is a separate processing organization from Finance, though have the same Minister.
- Category
  - Either "formal" or "consultation" – consultations are logged in the system as a type of request (but are not reported on as requests)
- Type
  - Personal, General
- Applicant Type
  - Please refer to disclosure CTZ-2023-30148 for a full list of definitions.
- Applicant Name
- Subject
  - Secondary subject code for categorizing requests.
- Start Date
- End Date
- Due Date
- Total Process Days
  - Only tabulated once a file is closed – otherwise blank.
- Current Activity
  - The specific stage a file is at

- Current Activity Date
  - Last date the current activity is set to.
- Analyst
- Cross Gov No
  - A sub-code which groups together files when the same request from the same applicant has been sent to 4 or more public bodies.
- Description
  - A request's description, i.e., what is being requested. Personal information is removed.
- Status
  - The general stage a file is at.
- "Count On Time"
  - Either 1 or 0, with 1 being if the file is on time.
- "Count Overdue"
  - Either 1 or 0, with 1 being if the file is overdue
- On Hold Days
- Days Overdue
- Not Closed
  - Either "Closed" or "Not Closed"
- Fees Est
  - Fees estimated.
- Fees Waived
- Fees Paid
- Disposition
  - Please refer to disclosure CTZ-2023-30148 for a full list of definitions.
- Publication
  - Publish or Do Not Publish
- Publication Reason
  - If 'Do Not Publish', the rationale why. See Open Information Directive 02-2018 for a full list of exemption criteria.
- Extension
  - Y/N – we do not centrally report on the extension type.
- Exec Cmts
  - Automatically generated, typically similar to the status of the file.
- No Pages Delivered
  - Pages received by the applicant
- No Pages in Request
  - Pages reviewed by the analyst –inclusive of information outside the scope of the request, pages in a series which are withheld in full, or pages removed per agreement with the applicant.
- Start Fyr
  - Fyr = Fiscal year, April 1 – March 31
- End FYr

- Start FQtr
  - Fiscal quarter, the three-month segment in a fiscal year.
- End FQtr
- Request State
  - Similar to status – it is a field in the new system showing the stage the file is at
- Ministry analyst
  - The Ministry coordinator assigned to the request
- Division(s) – Divisional Stage(s)
  - Specific divisions from Ministries assigned to the request, and their specific stages (e.g. Gathering records)