

From: Cormack, Michael FIN:EX
Sent: Friday, May 1, 2015 2:51 PM
To: Richards, Tara R FIN:EX; Newton, Stuart A FIN:EX; Hopkins, Jim FIN:EX
Cc: Selbee, Donna FIN:EX; Meroniuk, Vance A FIN:EX
Subject: Satellite Phone Protocol and Responsibilities

Good afternoon,

Below is Finance's Satellite Phone Protocol and Responsibilities for personnel who have an MOC or BCP role within the ministry.

Please do not hesitate to contact me if you have any questions or concerns.

Thank you, Michael.

The MOC Director (and Alternate) or Mission Critical personnel have been assigned a satellite phone to perform their recovery duties in a business outage.

The following is the Finance Satellite (Sat) Phone protocol and responsibilities for Finance Ministry Operations Centre (MOC) and BCP Mission Critical (MC) Operations.

1. Be familiar with use of the Sat phone (as per instruction manual) and set up the voicemail immediately
2. Add contact information for Finance MOC, Executive and BCP MC personnel – ensure 1 + area code is added due to assignment of 403 area code
3. Carry the Sat phone on their person at all times (both work and non-work hours) and be prepared to undertake your MOC/BCP MC responsibilities for work
4. Ensure the security of the Sat phone at all times when travelling to and from work and while at home
5. Ensure the Sat phone is fully charged (battery provides 4 hours of talk time and 36 hours standby)
6. Test the Sat phone at least quarterly
7. Practice information privacy and security protocols when speaking on the Sat phone
8. Do not use Sat phone for personal reasons
9. MOC Director makes MOC Deputy Director aware of Sat Phone protocols and responsibilities and receives phone instructions and lock code information - the same applies for the MOC Director Alternate for transfer of the Sat Phone to the MOC Deputy Director Alternate and BCP MC personnel
10. Provide the Sat phone to assigned alternates when away on vacation or travelling for work outside of the province
11. Plan for communicating with MOC/BCP MC personnel as the Sat phone can only be used outdoors
12. Transfer the Sat phone and charger to your replacement when you leave your role or the ministry and advise them of the lock code number

13. Advise Michael Cormack (for MOC) or Vance Meroniuk (for PT) of the lock code number for the Sat phone, any changes to the assignment of the Sat phone or if the phone needs servicing

Note: Satellite phone has 2400 minutes assigned to it annually. Michael Cormack/Vance Meroniuk will ensure the minutes are renewed annually and will advise of any changes in phone service as they are known.

Michael Cormack
Senior Advisor, Business Continuity

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 8, 2015 9:08 AM
To: Newton, Stuart A FIN:EX
Subject: Heads up - Satellite Phones for MOC Directors

Good morning Stuart,
Two satellite phones were purchased for the Ministry Operations Centre. One is for you and the other is for Tara. I can drop off your phone when you are in the office.

I have included a link to a Globalstar [video](#) for you to become familiar with the phone. Happy to assist if you have any questions or concerns.

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

From: Richards, Tara R FIN:EX
Sent: Tuesday, April 7, 2015 8:50 AM
To: Cormack, Michael FIN:EX
Cc: Selbee, Donna FIN:EX
Subject: RE: Heads up - Satellite Phones

Hi Michael – yes Stuart and I will receive one each. I'm around throughout the week to get the phone and get set up.

Tara

From: Cormack, Michael FIN:EX
Sent: Thursday, April 2, 2015 2:45 PM
To: Richards, Tara R FIN:EX
Cc: Selbee, Donna FIN:EX
Subject: Heads up - Satellite Phones

Good afternoon Tara,

The two satellite phones for MOC personnel have arrived. I can give you your phone when you are back in the office. Can you please confirm that Stuart will receive the second one?

I have included a link to a Globalstar [video](#) for you to become familiar with the phone. There was a terrific promotion when we ordered them so Provincial Treasury ordered three phones for their operations.

Overall we are in pretty good shape to communicate in a disaster. Happy to assist if you have any questions or concerns.

Thank you, Michael.

From: Meroniuk, Vance A FIN:EX
Sent: Thursday, March 19, 2015 9:51 AM
To: Cormack, Michael FIN:EX
Cc: Hopkins, Jim FIN:EX
Subject: RE: Updated - Satellite Phone Purchase

Hi Mike,

Please order 3 sat phones for PT.

Thanks,

Vance Meroniuk, CGA
Manager of Corporate Operations
Provincial Treasury
Ministry of Finance

From: Cormack, Michael FIN:EX
Sent: Wednesday, March 18, 2015 3:43 PM
To: Meroniuk, Vance A FIN:EX
Subject: Updated - Satellite Phone Purchase
Importance: High

Correction. Just got word on a promotion on the Satellite phones. The new price is \$780 including the phone and 1200 minutes.

From: Cormack, Michael FIN:EX
Sent: Wednesday, March 18, 2015 3:32 PM
To: Meroniuk, Vance A FIN:EX
Subject: Heads up - Satellite Phone Purchase
Importance: High

Hi Vance,

A heads up that Finance is purchasing two Satellite Phones for the Ministry Operations Centre at \$499 each. I think it would be prudent for Provincial Treasury to purchase at least one so that they are able to reach their banking contacts in a disaster should land and cell communication be down and mission critical employees are not able to travel to the alternate site in Kamloops.

Info on the Sat Phone is available in the following link:

https://ca.globalstar.com/shop/index.php?main_page=product_info&cPath=1&products_id=39.

The airtime plan I recommend is the annual plan as you get 480 minutes for 12 months.

Finance is doing a bulk Sat Phone purchase with the PSA, so Globalstar is doubling the minutes to 960. Well worth it considering we will only need the minutes when a disaster strikes.

We are proceeding with the purchase the first week of April so if you could let me know as soon as possible it would be greatly appreciated.

Happy to discuss if you have any questions or concerns.

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

From: Arnel Bernabe [mailto:arnel@ralphs.ca]

Sent: Wednesday, March 18, 2015 3:31 PM

To: Cormack, Michael FIN:EX

Cc: Hoag, Shane PSA:EX

Subject: RE: Follow up - Sat Phone Purchase

Hi: I thought I had sent you an email regarding a promotion that has the GSP 1700 on \$0.00 for a limited time.

- Free Satellite Phone GSP-1700
- Only a one year contract
- Details are on the attached

Please contact me if you have any questions.

Yes the GS1700 can be used with the Globalstar Mini Router (GDK-GS9600) the cost is \$149.99

Arnel Bernabe
Ralph's Radio Ltd.

From: Cormack, Michael FIN:EX [mailto:Michael.Cormack@gov.bc.ca]

Sent: Wednesday, March 18, 2015 3:15 PM

To: 'Arnel Bernabe'

Cc: Hoag, Shane PSA:EX

Subject: Follow up - Sat Phone Purchase

Hi Arnel,

Sorry for not being in touch sooner. s.22

The PSA and Finance are still interested in purchasing five Sat Phones, however, we are not in a position to purchase until after April 1st.

We may be looking at a few more as well. Can you advise if there are any further incentives if we buy 7 or 8 instead of 5?

Also, is it possible to use the Globalstar phones as a hotspot?

Many thanks, Michael.

From: Selbee, Donna FIN:EX
Sent: Tuesday, February 3, 2015 9:31 AM
To: Cormack, Michael FIN:EX
Subject: FW: Follow up - Satellite Phone Purchase Info

Michael, please proceed with ordering two phones for Finance and coordinating with PSA to take advantage of the extra minutes plan.

Thank you.

Donna Selbee

Executive Director
Performance Management and Corporate Priorities Branch

From: Arnel Bernabe [mailto:arnel@ralphs.ca]
Sent: Friday, January 23, 2015 1:58 PM
To: Cormack, Michael FIN:EX
Cc: Hoag, Shane PSA:EX
Subject: RE: Follow up - Sat Phone Info

I have confirmation on the double minutes. It must be at least the orbit 40 or galaxy 480 or higher.
Thanks

Arnel Bernabe
Ralph's Radio Ltd.

From: Cormack, Michael FIN:EX [mailto:Michael.Cormack@gov.bc.ca]
Sent: Friday, January 23, 2015 1:05 PM
To: 'Arnel Bernabe'
Cc: Hoag, Shane PSA:EX
Subject: Follow up - Sat Phone Info

Hi Arnel,

Thanks for the quick response. If you can confirm the deal for the minutes I am sure we can confirm the deal for the 5 phones shortly.

Thank you, Michael.

From: Arnel Bernabe [mailto:arnel@ralphs.ca]
Sent: Friday, January 23, 2015 11:12 AM

To: Cormack, Michael FIN:EX
Cc: Hoag, Shane PSA:EX
Subject: RE: Follow up - Sat Phone Info

Hi Michael: there are no limitations to the annual plans. For example the Galaxy 480 give you 480 minutes annually (12 months) how much you use monthly does not matter. Effectively then, you can use it up in one or more months as required. As for discounts, if you activate 5 units, I may be able to work on doubling the minutes on the plan that you choose.
Thanks

Arnel Bernabe
Ralph's Radio Ltd.

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Friday, January 23, 2015 10:51 AM
To: 'Arnel Bernabe'
Cc: Hoag, Shane PSA:EX
Subject: Follow up - Sat Phone Info

Hi Arnel,

For the paid annual satellite phone minutes, do you know if there are any restrictions? For example, how many minutes per month used?

Also, is there any flexibility in the pricing of the phones if we buy 4 or 5 satellite phones at once? The PSA is looking at 3 and Finance is looking at 2.

Thank you, Michael.

From: Cormack, Michael FIN:EX
Sent: Tuesday, January 13, 2015 3:16 PM
To: Richards, Tara R FIN:EX
Cc: Selbee, Donna FIN:EX
Subject: Follow up - Satellite Phone Purchase Info

Hi Tara,

Please see the email thread between Shelley and myself regarding a satellite phone for Peter. I thought Peter still had one but he no longer does since he moved from Transportation. My recommendation is that we purchase satellite phones for you and Peter. I am not sure if you think anyone else should have one. The PSA is looking to purchase 3 phones.

A common phone plan is \$40 per month and includes 40 minutes of air time. An optional phone plan costs \$65 for 100 minutes of airtime. Each additional minute for both plans is \$0.99/min. It is important to note that the phone can only be used outside and will be registered with a 403 (Alberta) area code.

Satellite phones have come a long way as they now fit comfortably in the palm of your hand. See photo below. This Sat Phone is a Global Star 1700, it costs \$499 plus tax. Many ministries currently use this phone.



I have also included a fun video demonstration of the phone to give you a better idea of the size and how it works.

https://www.youtube.com/watch?v=pOMhMb-2_C8

Happy to discuss further at your convenience.

Thank you, Michael.

From: MacLean, Shelley FIN:EX
Sent: Monday, January 5, 2015 9:41 AM
To: Cormack, Michael FIN:EX
Subject: RE: Question - Peter's Satellite Phone

Hi Michael, Peter does not have a satellite phone.

From: Cormack, Michael FIN:EX
Sent: Friday, December 19, 2014 11:06 AM
To: MacLean, Shelley FIN:EX
Subject: Re: Question - Peter's Satellite Phone

I thought he was still using the one he had when he was with transportation. If not, we should get him one too.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services
Serving the Ministries of Finance and the Public Service Agency

On Dec 19, 2014, at 10:53 AM, MacLean, Shelley FIN:EX <Shelley.MacLean@gov.bc.ca> wrote:

I don't think he has one, was he supposed to?

From: Cormack, Michael FIN:EX
Sent: Friday, December 19, 2014 10:47 AM

To: MacLean, Shelley FIN:EX
Subject: Question - Peter's Satellite Phone

Hi Shelley,

The PSA is looking to purchase three satellite phones and we are looking at getting one for Tara as well.

Can you please confirm that Peter still has a satellite phone in Vancouver? Assume it is kept at his office there. Also, I am not sure how old the phone is so, I am not sure if it is still useful to him. The new ones are much better. Is he still okay with that phone?

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity

From: Arnel Bernabe [mailto:arnel@ralphs.ca]
Sent: Friday, January 9, 2015 5:24 PM
To: Cormack, Michael FIN:EX
Subject: RE: Follow up - Sat Phone Info

Hi: That is correct the GSP1700 is \$499
I have attached the airtime pricing for the GS. The ORBIT 40 is \$39.99/month. Includes 40 minutes. Additional minutes is \$0.99/min. Sorry, I thought I had attached this price sheet also, I forgot to attach to the first email.

Cheers,

Arnel Bernabe
Ralph's Radio Ltd.

From: Cormack, Michael FIN:EX [mailto:Michael.Cormack@gov.bc.ca]
Sent: Friday, January 09, 2015 11:38 AM
To: 'Arnel Bernabe'
Subject: Follow up - Sat Phone Info

Thanks Arnel. The phone you showed me was the Globalstar GSP-1700 handset (\$499) correct?

Also, can you remind me again about what would be the typical rate plan?

Thanks again, Michael.

From: Arnel Bernabe [mailto:arnel@ralphs.ca]
Sent: Friday, January 9, 2015 11:15 AM
To: Cormack, Michael FIN:EX
Subject: RE: Sat Phone Info

Hi Michael: Here are some of the references we spoke about.
<https://ca.globalstar.com/en/>

Please note that the voice pricing for GS will sometimes be amended for GOBC use.

Arnel Bernabe
Ralph's Radio Ltd.

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Monday, January 05, 2015 11:27 AM
To: 'Arnel Bernabe'
Subject: Sat Phone Info

Hi Arnel,

I haven't received the Sat Info we discussed before Christmas. Can you please resend to me?

Many thanks, Michael.

Ralph's Radio Attachments



PriceList-IridiumAirtim
e-CANCORP-2013-01



GLO14_Airtime
Plans_CAN.pdf



2015 Globalstar
Campaign Sales Shee

Meroniuk, Vance A FIN:EX

From: Latham, David FIN:EX
Sent: Tuesday, July 28, 2015 5:14 PM
To: Meroniuk, Vance A FIN:EX
Subject: Fwd: Satellite phones

Hi Vance,

Just to keep close this one off....Matt will fill me in on the details.....please ignore my email.

Thanks
David

On Jul 28, 2015, at 2:13 PM, Latham, David FIN:EX <David.Latham@gov.bc.ca> wrote:

Hi Vance,

With respect to the Satellite phones, if someone could please clarify the purpose of these phones. If they are to be used in the case of an emergency when cell/home phone service is unavailable, then we would require more than one phone for the respective groups (eg. it takes two back office staff to process short term (2 primaries) so having one sat. phone when there is no other service is no use).

Perhaps I'm missing something (?)....if I've misunderstood the intended use for the sat. phones please let me know.

Thanks,
David

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Thursday, July 23, 2015 2:16 PM
To: Meroniuk, Vance A FIN:EX
Subject: RE: Follow up - Satellite Phone Assignment

Thanks Vance!

From: Meroniuk, Vance A FIN:EX
Sent: Thursday, July 23, 2015 1:33 PM
To: Cormack, Michael FIN:EX
Subject: FW: Follow up - Satellite Phone Assignment

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 29, 2015 2:13 PM
To: Meroniuk, Vance A FIN:EX
Subject: Follow up - Satellite Phone Assignment

Hi Vance,

Just to follow up, can you advise on Jim's decision on the Sat Phone assignment? Is it status quo or did he make a change?

Thank you, Michael.

From: Meroniuk, Vance A FIN:EX
Sent: Wednesday, April 15, 2015 10:55 AM
To: Cormack, Michael FIN:EX
Subject: RE: Follow up - Satellite Phone Assignment

I will get back to you on this.

Cheers,

VAnce

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 10:54 AM
To: Meroniuk, Vance A FIN:EX
Subject: Follow up - Satellite Phone Assignment

Hi Vance,

I agree one Sat phone should go to BCM and the other to DMB, however, I think Jim should have one of the Sat Phones as he is instrumental in maintaining BC's credit rating. I was wondering if RMB should not also be assigned a phone due to them providing advice and guidance to Cabinet, etc. during a disaster, what are your thoughts?

Once you know the final assignment of the phones can you let me know so I can forward onto Tara and Stuart - the Ministry Operations Centre Directors.

Can you also provide me a draft of PT's Sat Phone protocol when it is ready? It should include things like the holder must carry the phone on their person at all times and reassign the phone when the hold is on vacation or away for any other reason.

Also, a heads up that I let Ralph's Radio know that the billing for the three phones should go to you.

Happy to discuss if you have any questions or concerns.

Many thanks, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

From: Meroniuk, Vance A FIN:EX
Sent: Wednesday, April 15, 2015 9:01 AM
To: Cormack, Michael FIN:EX
Subject: RE: Favour please - Satellite Phone numbers

Hi,

Here's the phone assignments.

Cheers,

Vance

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 9:00 AM
To: Meroniuk, Vance A FIN:EX
Subject: Favour please - Satellite Phone numbers

Hi Vance,

Can you please fill in who will be assigned the phones?

- | | | |
|----|-----------|-------------------------------|
| 1. | s.15,s.17 | Alison Gunn BCM |
| 2. | | DMB back office – Maria Razal |
| 3. | | DMB traders – Tim Pierce |
| 4. | | – Tara Richards |
| 5. | | – Stuart Newton |

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Meroniuk, Vance A FIN:EX

From: Hopkins, Jim FIN:EX
Sent: Tuesday, July 21, 2015 6:08 AM
To: Chand, Rita FIN:EX
Cc: Meroniuk, Vance A FIN:EX
Subject: Satellite phone..is phone loaded and ready for tutorial..? thx Jim

Sent from my BlackBerry 10 smartphone on the TELUS network.

Meroniuk, Vance A FIN:EX

From: Roncato, Gina FIN:EX
Sent: Monday, July 20, 2015 9:24 AM
To: CFFSHELP, FIN FIN:EX
Cc: Meroniuk, Vance A FIN:EX
Subject: RE: revised - GLOBALSTAR JUL 14-15 INV#1000000006548155 -ATTACHED
Attachments: revised - GLOBALSTAR INV# 1000000006548155-JULY 14-15 PYMT.docx

Hi, pls. note - this is a revised (corrected version) of this invoice for processing.

Many thanks

G.

From: Roncato, Gina FIN:EX
Sent: Tuesday, July 14, 2015 1:30 PM
To: CFFSHELP, FIN FIN:EX
Subject: RE: RE: GLOBALSTAR JUL 14-15 INV#1000000006548155 -ATTACHED

That's cause I've lost my mind! ☹

From: CFFSHELP, FIN FIN:EX
Sent: Tuesday, July 14, 2015 12:41 PM
To: Roncato, Gina FIN:EX
Subject: RE: RE: GLOBALSTAR JUL 14-15 INV#1000000006548155 -ATTACHED

No attachment here ☹

Please resend,

Thank you

Rebeca Lozano

From: Roncato, Gina FIN:EX
Sent: Tuesday, July 14, 2015 11:10 AM
To: CFFSHELP, FIN FIN:EX
Subject: RE: GLOBALSTAR JUL 14-15 INV#1000000006548155 -ATTACHED

Hi, pls find attached GLOBALSTAR INV#1000000006548155 – for payment .

Thanks,

G.

Gina Roncato
Finance & Admin. Services
Corporate Operations Branch
Provincial Treasury
gina.roncato@gov.bc.ca / 250 387-4690

Meroniuk, Vance A FIN:EX

From: Chand, Rita FIN:EX
Sent: Tuesday, June 23, 2015 3:19 PM
To: Hopkins, Jim FIN:EX
Cc: Meroniuk, Vance A FIN:EX
Subject: RE: Satellite phone

You may want to put this into your cell phone.

Your satellite phone number is s.15,s.17 (just in case)

From: Hopkins, Jim FIN:EX
Sent: Monday, June 22, 2015 12:29 PM
To: Chand, Rita FIN:EX
Cc: Meroniuk, Vance A FIN:EX
Subject: Satellite phone

.Rita....plse figure out how to use phone and give me tutorial week I return , and plse load it with my key contacts

Good news...Based on Canada's soccer win yesterday we will see Canada and either Norway or England in quarterfinals on weekend...I am bringing red !

thx Jim

Sent from my BlackBerry 10 smartphone on the TELUS network.

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, June 3, 2015 3:35 PM
To: Meroniuk, Vance A FIN:EX
Subject: RE: Globalstar Account: Change Rate Plan Notice for Vance Meroniuk s.17
s.15,s.17

That was fast!

From: Meroniuk, Vance A FIN:EX
Sent: Wednesday, June 3, 2015 3:34 PM
To: Cormack, Michael FIN:EX
Subject: FW: Globalstar Account: Change Rate Plan Notice for Vance Meroniuk s.17 s.15,s.17

From: noreply@globalstar.com [<mailto:noreply@globalstar.com>]
Sent: Wednesday, June 3, 2015 3:15 PM
To: Meroniuk, Vance A FIN:EX
Subject: Globalstar Account: Change Rate Plan Notice for Vance Meroniuk s.17 s.15,s.17

2015-06-03

Dear Vance Meroniuk

Your Globalstar Account s.17 with the phone number s.15,s.17 has been successfully updated.

Previous Rate Plan:
Orbit 100

Update Rate Plan:
Galaxy 1200

Please contact us at 1.877.452.5782 or *611 from your Globalstar satellite phone if you have any additional questions.

Your satisfaction is important to us and we will strive to deliver you the highest quality mobile voice and data services. Thank you for choosing Globalstar!

Regards,
Globalstar Customer Care



Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, June 3, 2015 12:57 PM
To: Meroniuk, Vance A FIN:EX
Subject: Follow up - Globalstar Activation Submission Received-Account Number: s.17

Hi Vance,

Arnel will be changing Jim's phone so it matches the other phones? Let me know if it does not happen.

Thank you, Michael.

From: Arnel Bernabe [mailto:arnel@ralphs.ca]
Sent: Wednesday, June 3, 2015 11:20 AM
To: Cormack, Michael FIN:EX
Subject: RE: Favour please Globalstar Activation Submission Received-Account Number: s.17

Sorry Michael. That is my mistake. I will have it changed.
Thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca



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From: Cormack, Michael FIN:EX [mailto:Michael.Cormack@gov.bc.ca]
Sent: Wednesday, June 03, 2015 11:15 AM
To: 'Arnel Bernabe'
Subject: Favour please Globalstar Activation Submission Received-Account Number: s.17

Hi Arnel,

Sorry to be a bug. This new Sat phone for Provincial Treasury should have the Galaxy 1200 rate package with the additional 1200 bonus minutes for free added as per our agreement. The document below states we only have the Orbit 100 monthly plan.

Please advise.

Thank you, Michael.

From: Meroniuk, Vance A FIN:EX
Sent: Wednesday, June 3, 2015 10:31 AM
To: Cormack, Michael FIN:EX
Subject: FW: Globalstar Activation Submission Received-Account Number: s.17

Hi Mike,

Is this plan correct?

Thanks,

Vance

From: noreply@globalstar.com [<mailto:noreply@globalstar.com>]
Sent: Wednesday, June 3, 2015 9:06 AM
To: Meroniuk, Vance A FIN:EX
Subject: Globalstar Activation Submission Received-Account Number: s.17

2015-06-03

Dear Provincial Treasury, Bc

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

Account #	ESN	Phone Number	Service Plan	Billing Period	Service Fee*
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99

*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the '[Product Documentation](#)' section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in

Meroniuk, Vance A FIN:EX

From: noreply@globalstar.com
Sent: Wednesday, June 3, 2015 9:06 AM
To: Meroniuk, Vance A FIN:EX
Subject: Globalstar Activation Submission Received-Account Number: s.17
Attachments: Service Activation & Credit Application Form.pdf

2015-06-03

Dear Provincial Treasury, Bc

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

Account #	ESN	Phone Number	Service Plan	Billing Period	Service Fee*
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99

*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Thursday, May 21, 2015 11:49 AM
To: Meroniuk, Vance A FIN:EX
Subject: FYI - PT Sat phone

See below...thanks.

From: Arnel Bernabe [mailto:arnel@ralphs.ca]
Sent: Thursday, May 21, 2015 10:20 AM
To: Cormack, Michael FIN:EX
Subject: RE: Follow up - Finance - Sat phone Billing Info

Hi Michael: I will set another up and deliver it tomorrow.
thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca



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From: Cormack, Michael FIN:EX [mailto:Michael.Cormack@gov.bc.ca]
Sent: Wednesday, May 20, 2015 1:26 PM
To: 'Arnel Bernabe'
Subject: Follow up - Finance - Sat phone Billing Info
Importance: High

Hi Arnel,

Provincial Treasury needs another Satellite Phone. Is it possible to get another one on that same deal we got for the initial 5 phones?

Thank you, Michael.

From: Cormack, Michael FIN:EX
Sent: Tuesday, April 14, 2015 10:45 AM
To: 'Arnel Bernabe'
Subject: Follow up - Finance - Sat phone Billing Info

Hi Arnel,

For the **Sat Phones for Provincial Treasury:**

Vance Meroniuk (Vance.Meroniuk@gov.bc.ca)
620 Superior Street, 1st floor
Victoria BC
V8v 1X4

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

-----Original Message-----

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]
Sent: Tuesday, April 14, 2015 10:24 AM
To: Cormack, Michael FIN:EX
Subject: RE: Help: Finance - Sat phones

No problem. Can you please send me the billing address for the Globalstar billing. I need the name, address, phone number, email address of the person responsible for the billing on all the phones your requested.
Thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca

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-----Original Message-----

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]

Sent: Tuesday, April 14, 2015 10:22 AM

To: 'Arnel Bernabe'

Subject: RE: Help: Finance - Sat phones

Hi Arnel,

I got the phones working. So please disregard my request.

Thank you, Michael.

-----Original Message-----

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]

Sent: Tuesday, April 14, 2015 10:07 AM

To: Cormack, Michael FIN:EX

Subject: RE: Help: Finance - Sat phones

Yes. And I may be here also.

Thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca

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-----Original Message-----

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]

Sent: Tuesday, April 14, 2015 10:06 AM

To: 'Arnel Bernabe'

Subject: Help: Finance - Sat phones

Hi Arnel,

I can swing by the store around 11am. Someone will be there to assist me?

Thank you, Michael

-----Original Message-----

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]

Sent: Tuesday, April 14, 2015 9:14 AM

To: Cormack, Michael FIN:EX

Subject: RE: Help: Finance - Sat phones

Hi: Sorry I am booked for the day. Will tomorrow work? Or can you come by the store?

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca

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-----Original Message-----

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]

Sent: Tuesday, April 14, 2015 9:03 AM

To: 'Arnel Bernabe'

Subject: Help: Finance - Sat phones

Importance: High

Hi Arnel,

Can you come by my office at 11am. The Sat phones do not seem to be charging. Just call using the phone by elevator.

Thank you, Michael.

-----Original Message-----

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]

Sent: Friday, March 27, 2015 12:04 PM

To: Cormack, Michael FIN:EX

Subject: RE: PSA - Sat phone order

Ok.Thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca

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Like our service?- please leave us a review

-----Original Message-----

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Friday, March 27, 2015 12:03 PM
To: Arnel Bernabe
Subject: Re: PSA - Sat phone order

I need 5 phones.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services
Serving the Ministries of Finance and the Public Service Agency Ph.
387-3688<<tel:387-3688>> Fax 356-7326<<tel:356-7326>> BB 896-7376<<tel:896-7376>> P Please consider the environment
before printing this email.

On Mar 27, 2015, at 11:46 AM, Arnel Bernabe <arnel@ralphs.ca<<mailto:arnel@ralphs.ca>>> wrote:

Hi: can you please confirm the number of units you require. I count three for you correct?

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca<<mailto:arnel@ralphs.ca>>
www.ralphs.ca<<http://www.ralphs.ca/>>

< <<http://www.ralphs.ca/>>

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review<<http://ralphs.ca/victoriareviews/>>

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<image004.jpg><<https://plus.google.com/u/0/b/114669354512944912068/114669354512944912068/about>> <image005.jpg><<https://twitter.com/ralphsradio>>

<image006.gif>

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Friday, March 27, 2015 11:17 AM
To: 'Arnel Bernabe'
Subject: RE: PSA - Sat phone order

Thanks Arnel! Much appreciated!

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]
Sent: Friday, March 27, 2015 11:17 AM
To: Cormack, Michael FIN:EX
Subject: RE: PSA - Sat phone order

Yes.
Thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca<<mailto:arnel@ralphs.ca>>
www.ralphs.ca<<http://www.ralphs.ca/>>

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Like our service?- please leave us a
review<<http://ralphs.ca/victoriareviews/>>

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<image004.jpg><<https://plus.google.com/u/0/b/114669354512944912068/114669354512944912068/about>> <image005.jpg><<https://twitter.com/ralphsradio>>

<image006.gif>

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Friday, March 27, 2015 10:52 AM
To: 'Arnel Bernabe'

Subject: RE: PSA - Sat phone order

At 4pm?

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]
Sent: Friday, March 27, 2015 10:50 AM
To: Cormack, Michael FIN:EX
Subject: RE: PSA - Sat phone order

Sorry. You are correct.

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca<<mailto:arnel@ralphs.ca>>
www.ralphs.ca<<http://www.ralphs.ca/>>

<image001.jpg><<http://www.ralphs.ca/>>
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review<<http://ralphs.ca/victoriareviews/>>

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<image004.jpg><<https://plus.google.com/u/0/b/114669354512944912068/114669354512944912068/about>> <image005.jpg><<https://twitter.com/ralphsradio>>

<image006.gif>

From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Friday, March 27, 2015 10:51 AM
To: 'Arnel Bernabe'
Subject: PSA - Sat phone order

Hi Arnel,

I thought we were dropping them off to me, please advise.

Thank you, Michael.

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]
Sent: Friday, March 27, 2015 10:42 AM
To: Hoag, Shane PSA:EX
Cc: Cormack, Michael FIN:EX
Subject: RE: PSA - Sat phone order

Hi: Michael will be picking them up this afternoon.

Thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca

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<image004.jpg><<https://plus.google.com/u/0/b/114669354512944912068/114669354512944912068/about>> <image005.jpg><<https://twitter.com/ralphsradio>>

<image006.gif>

From: Hoag, Shane PSA:EX [<mailto:Shane.Hoag@gov.bc.ca>]
Sent: Friday, March 27, 2015 9:41 AM
To: Arnel@ralphs.ca
Cc: Cormack, Michael FIN:EX
Subject: PSA - Sat phone order

Hello Arnel,

Hope that you are doing good today. It is Friday so I am sure that helps. My executive have asked for an update regarding the 4 Sat phones ordered last week. Do have a timeline yet for their delivery?

Thanks,
Shane

Shane Hoag, Senior Manager, Operations BCom, BSc, AOP Business Performance Division | BC Public Service Agency
810 Blanshard Street | Victoria, BC | V8W 2H2
(cell) 250 216-5381 MyHR@gov.bc.ca | 250.952.6000 | Toll Free 1.877.277.0772

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Tuesday, May 5, 2015 3:54 PM
To: Meroniuk, Vance A FIN:EX
Subject: RE: FYI - Sat Phone Lock code

Okay thanks.

From: Meroniuk, Vance A FIN:EX
Sent: Tuesday, May 5, 2015 3:53 PM
To: Cormack, Michael FIN:EX
Subject: RE: FYI - Sat Phone Lock code

Yes on Tuesday or Wednesday.

From: Cormack, Michael FIN:EX
Sent: Tuesday, May 5, 2015 3:53 PM
To: Meroniuk, Vance A FIN:EX
Subject: RE: FYI - Sat Phone Lock code

Sounds good. He's back next week?

From: Meroniuk, Vance A FIN:EX
Sent: Tuesday, May 5, 2015 3:51 PM
To: Cormack, Michael FIN:EX
Subject: RE: FYI - Sat Phone Lock code

Hi Mike,

Makes sense.

Jim is away but has asked that I hold off on distributing the phones until he gets back and we can review.

I'll keep you posted.

Cheers,

Vance

From: Cormack, Michael FIN:EX
Sent: Tuesday, May 5, 2015 2:57 PM
To: Meroniuk, Vance A FIN:EX
Subject: FYI - Sat Phone Lock code

Hi Vance,

It seems 0000 is the one that permits selection of a new lock code. Can you ensure the Sat Phone holders provide you with the lock code for continuity purposes? Otherwise we have to go thru GlobalStar to get the codes reset. Let me know if this makes sense.

Thank you, Michael.

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]
Sent: Friday, May 1, 2015 9:58 AM
To: Cormack, Michael FIN:EX
Subject: RE: Question - Sat Phone Lock code

I have seen it only a couple of time. It is generally caused by someone going into the settings etc. please try 0000 or the last four digits of the phone #
Let me know it that works.
Thanks

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca



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From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Friday, May 01, 2015 9:46 AM
To: 'Arnel Bernabe'
Subject: RE: Question - Sat Phone Lock code

I was advised by a user that the phone asks for a lock code to set the lock code, does this make sense?

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]
Sent: Friday, May 1, 2015 9:13 AM
To: Cormack, Michael FIN:EX
Subject: RE: Question - Sat Phone Lock code

Hi Michael: I am not sure what you mean by that? Can you expand.

Arnel Bernabe
Ralph's Radio Ltd.
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Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca



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From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]

Sent: Thursday, April 30, 2015 3:17 PM

To: 'Arnel Bernabe'

Subject: Question - Sat Phone Lock code

Hi Arnel,

Help please, can you advise me where to find the lock codes for the Satellite phones? Is the lock code number on the box?

Thank you, Michael.

From: Arnel Bernabe [<mailto:arnel@ralphs.ca>]

Sent: Wednesday, April 29, 2015 1:47 PM

To: Cormack, Michael FIN:EX

Subject: RE: Follow up - Globalstar Activation Submission Received-Account Number: s.17

Yes... all of them

Thanks

Arnel Bernabe

Ralph's Radio Ltd.

815 View Street

Victoria BC V8W 1K1

Tel: 250-386-7100

Cell: 250-888-8092

Email: arnel@ralphs.ca

www.ralphs.ca



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From: Cormack, Michael FIN:EX [mailto:Michael.Cormack@gov.bc.ca]
Sent: Wednesday, April 29, 2015 1:35 PM
To: 'Arnel Bernabe'
Subject: Follow up - Globalstar Activation Submission Received-Account Number: s.17

Thanks Arnel. Just confirming the three Sat Phones for Provincial Treasury are also getting the double minutes?

Thanks again, Michael.

From: Arnel Bernabe [mailto:arnel@ralphs.ca]
Sent: Wednesday, April 29, 2015 1:16 PM
To: Cormack, Michael FIN:EX
Subject: FW: FW: Globalstar Activation Submission Received-Account Number: s.17

FYI

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca



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From: Carlos Bilbao [mailto:CBilbao@globalstar.ca]
Sent: Tuesday, April 28, 2015 11:02 AM
To: Vytas Vaitkus; Arnel Bernabe : Ralph's Radio Ltd.
Subject: RE: FW: Globalstar Activation Submission Received-Account Number: s.17

Hi Vytas

Double minutes have been added to these 2 lines

Cheers

From: Vytas Vaitkus
Sent: Monday, April 27, 2015 7:31 PM

To: Arnel Bernabe : Ralph's Radio Ltd.; Carlos Bilbao; Vytas Vaitkus
Subject: Re: FW: Globalstar Activation Submission Received-Account Number: s.17

Carlos- can you add double minutes?

Vytas Vaitkus, A.Sc.T.
Regional Sales Manager
Globalstar Canada
604-838-7323

On Apr 27, 2015 9:21 AM, Arnel Bernabe <arnel@ralphs.ca> wrote:
Hi: This is the GOBC activation that I talked about. How do we get them the double minutes?

Arnel Bernabe
Ralph's Radio Ltd.
815 View Street
Victoria BC V8W 1K1
Tel: 250-386-7100
Cell: 250-888-8092
Email: arnel@ralphs.ca
www.ralphs.ca



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From: Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]
Sent: Friday, April 24, 2015 1:18 PM
To: 'Arnel Bernabe'
Subject: Globalstar Activation Submission Received-Account Number: s.17
Importance: High

Hi Arnel,

All five of the Sat phones for Finance should have the Galaxy 1200 rate package with the additional 1200 bonus minutes for free added as per our agreement. The document below states we only have the Orbit 100 monthly plan.

Please advise.

Thank you, Michael.

From: noreply@globalstar.com [<mailto:noreply@globalstar.com>]
Sent: Friday, April 24, 2015 11:42 AM

2015-04-24

Dear Ministry Of Finance

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

Account #	ESN	Phone Number	Service Plan	Billing Period	Service Fee*
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99

*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the ['Product Documentation'](#) section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in

Meroniuk, Vance A FIN:EX

From: Hopkins, Jim FIN:EX
Sent: Saturday, May 2, 2015 9:16 PM
To: Meroniuk, Vance A FIN:EX
Subject: Re: Satellite Phone Protocol and Responsibilities

Let's discuss who shld hold this phone for PT

thx Jim

Sent from my BlackBerry 10 smartphone on the TELUS network.

From: Cormack, Michael FIN:EX
Sent: Friday, May 1, 2015 11:51 PM
To: Richards, Tara R FIN:EX; Newton, Stuart A FIN:EX; Hopkins, Jim FIN:EX
Cc: Selbee, Donna FIN:EX; Meroniuk, Vance A FIN:EX
Subject: Satellite Phone Protocol and Responsibilities

Good afternoon,

Below is Finance's Satellite Phone Protocol and Responsibilities for personnel who have an MOC or BCP role within the ministry.

Please do not hesitate to contact me if you have any questions or concerns.

Thank you, Michael.

The MOC Director (and Alternate) or Mission Critical personnel have been assigned a satellite phone to perform their recovery duties in a business outage.

The following is the Finance Satellite (Sat) Phone protocol and responsibilities for Finance Ministry Operations Centre (MOC) and BCP Mission Critical (MC) Operations.

1. Be familiar with use of the Sat phone (as per instruction manual) and set up the voicemail immediately
2. Add contact information for Finance MOC, Executive and BCP MC personnel – ensure 1 + area code is added due to assignment of 403 area code
3. Carry the Sat phone on their person at all times (both work and non-work hours) and be prepared to undertake your MOC/BCP MC responsibilities for work
4. Ensure the security of the Sat phone at all times when travelling to and from work and while at home
5. Ensure the Sat phone is fully charged (battery provides 4 hours of talk time and 36 hours standby)
6. Test the Sat phone at least quarterly
7. Practice information privacy and security protocols when speaking on the Sat phone
8. Do not use Sat phone for personal reasons
9. MOC Director makes MOC Deputy Director aware of Sat Phone protocols and responsibilities and receives phone instructions and lock code information - the same applies for the MOC Director Alternate for transfer of the Sat Phone to the MOC Deputy Director Alternate and BCP MC personnel

10. Provide the Sat phone to assigned alternates when away on vacation or travelling for work outside of the province
11. Plan for communicating with MOC/BCP MC personnel as the Sat phone can only be used outdoors
12. Transfer the Sat phone and charger to your replacement when you leave your role or the ministry and advise of them of the lock code number
13. Advise Michael Cormack (for MOC) or Vance Meroniuk (for PT) of the lock code number for the Sat phone, any changes to the assignment of the Sat phone or if the phone needs servicing

Note: Satellite phone has 2400 minutes assigned to it annually. Michael Cormack/Vance Meroniuk will ensure the minutes are renewed annually and will advise of any changes in phone service as they are known.

Michael Cormack
Senior Advisor, Business Continuity

Ministry of Finance
Corporate Services Division
Serving the Ministries of Finance and the PSA
Cell 250.896.7376



Please consider the environment before printing this email.

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 29, 2015 2:13 PM
To: Meroniuk, Vance A FIN:EX
Subject: Follow up - Satellite Phone Assignment

Hi Vance,

Just to follow up, can you advise on Jim's decision on the Sat Phone assignment? Is it status quo or did he make a change?

Thank you, Michael.

From: Meroniuk, Vance A FIN:EX
Sent: Wednesday, April 15, 2015 10:55 AM
To: Cormack, Michael FIN:EX
Subject: RE: Follow up - Satellite Phone Assignment

I will get back to you on this.

Cheers,

VAnce

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 10:54 AM
To: Meroniuk, Vance A FIN:EX
Subject: Follow up - Satellite Phone Assignment

Hi Vance,

I agree one Sat phone should go to BCM and the other to DMB, however, I think Jim should have one of the Sat Phones as he is instrumental in maintaining BC's credit rating. I was wondering if RMB should not also be assigned a phone due to them providing advice and guidance to Cabinet, etc. during a disaster, what are your thoughts?

Once you know the final assignment of the phones can you let me know so I can forward onto Tara and Stuart - the Ministry Operations Centre Directors.

Can you also provide me a draft of PT's Sat Phone protocol when it is ready? It should include things like the holder must carry the phone on their person at all times and reassign the phone when the hold is on vacation or away for any other reason.

Also, a heads up that I let Ralph's Radio know that the billing for the three phones should go to you.

Happy to discuss if you have any questions or concerns.

Many thanks, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

From: Meroniuk, Vance A FIN:EX
Sent: Wednesday, April 15, 2015 9:01 AM
To: Cormack, Michael FIN:EX
Subject: RE: Favour please - Satellite Phone numbers

Hi,

Here's the phone assignments.

Cheers,

Vance

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 9:00 AM
To: Meroniuk, Vance A FIN:EX
Subject: Favour please - Satellite Phone numbers

Hi Vance,

Can you please fill in who will be assigned the phones?

- | | | |
|----|-----------|-----------------|
| 1. | s.15,s.17 | Alison Gunn BCM |
| 2. | | DMB back office |
| 3. | | DMB traders |
| 4. | | - Tara Richards |
| 5. | | - Stuart Newton |

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Tuesday, April 28, 2015 11:04 AM
To: Meroniuk, Vance A FIN:EX
Subject: Follow up: PT Globalstar Billing-Account Number s.17

Hi Vance,

You should receive an updated bill in the next few weeks that will be an annual bill. You should also receive a bonus of 1200 minutes for the deal we go as well.

Can you let me know when you receive it and confirm it is accurate?

Thank you, Michael.

From: Meroniuk, Vance A FIN:EX
Sent: Monday, April 27, 2015 1:54 PM
To: Cormack, Michael FIN:EX
Subject: FW: Globalstar Activation Submission Received-Account Number: s.17

Hi Mike,

This is what I received.

Cheers,

Vance

From: noreply@globalstar.com [<mailto:noreply@globalstar.com>]
Sent: Thursday, April 23, 2015 1:20 PM
To: Meroniuk, Vance A FIN:EX
Subject: Globalstar Activation Submission Received-Account Number: s.17

2015-04-23

Dear Provincial Treasury, Bc

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

Account #	ESN	Phone Number	Service Plan	Billing Period	Service Fee*
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99

*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the '[Product Documentation](#)' section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in order for your phone to work.

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Monday, April 27, 2015 1:59 PM
To: Meroniuk, Vance A FIN:EX
Subject: Follow up: Globalstar Activation Submission Received-Account Number: s.17

Hi Vance,

The billing is incorrect. I sent a note to Arnel to provide us with the Galaxy Plan that we initially asked for whereby we pay for the whole year at \$780 for each phone. We receive double minutes of 2400 instead of 1200 and get to use them for the whole year instead of only one month at a time. Hope this makes sense.

Thank you, Michael.

From: Meroniuk, Vance A FIN:EX
Sent: Monday, April 27, 2015 1:54 PM
To: Cormack, Michael FIN:EX
Subject: FW: Globalstar Activation Submission Received-Account Number: s.17

Hi Mike,

This is what I received.

Cheers,

Vance

From: noreply@globalstar.com [<mailto:noreply@globalstar.com>]
Sent: Thursday, April 23, 2015 1:20 PM
To: Meroniuk, Vance A FIN:EX
Subject: Globalstar Activation Submission Received-Account Number: s.17

2015-04-23

Dear Provincial Treasury, Bc

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

Account #	ESN	Phone Number	Service Plan	Billing Period	Service Fee*
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99

*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the ['Product Documentation'](#) section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in order for your phone to work.

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Monday, April 27, 2015 1:49 PM
To: Meroniuk, Vance A FIN:EX
Subject: Favour please - Globalstar Activation Submission Received-Account Number: s.17
Attachments: Service Activation & Credit Application Form.pdf
Importance: High

Hi Vance,

When you have a minute can you please confirm the billing you received for the Sat Phones? Was it for the Orbit or the Galaxy Plan? It should be for the Galaxy Plan.

Thank you, Michael.

From: Cormack, Michael FIN:EX
Sent: Friday, April 24, 2015 1:18 PM
To: 'Arnel Bernabe'
Subject: Globalstar Activation Submission Received-Account Number: s.17
Importance: High

Hi Arnel,

All five of the Sat phones for Finance should have the Galaxy 1200 rate package with the additional 1200 bonus minutes for free added as per our agreement. The document below states we only have the Orbit 100 monthly plan.

Please advise.

Thank you, Michael.

From: noreply@globalstar.com [mailto:noreply@globalstar.com]
Sent: Friday, April 24, 2015 11:42 AM
To: Cormack, Michael FIN:EX
Subject: Globalstar Activation Submission Received-Account Number: s.17

2015-04-24

Dear Ministry Of Finance

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

Account #	ESN	Phone Number	Service Plan	Billing Period	Service Fee*
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99

*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

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Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the '[Product Documentation](#)' section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in order for your phone to work.

Please contact us at 1.877.452.5782 or *611 from your Globalstar satellite phone if you have any additional questions.

Meroniuk, Vance A FIN:EX

From: noreply@globalstar.com
Sent: Thursday, April 23, 2015 1:20 PM
To: Meroniuk, Vance A FIN:EX
Subject: Globalstar Activation Submission Received-Account Number: s.17
Attachments: Service Activation & Credit Application Form.pdf

Follow Up Flag: Follow up
Flag Status: Flagged



▪ Globalstar.com ▪ Products and Services ▪ Press Center

2015-04-23

Dear Provincial Treasury, Bc

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

Account #	ESN	Phone Number	Service Plan	Billing Period	Service Fee*
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99
s.17	s.15,s.17	s.15,s.17	Orbit 100	Monthly	CAD 64.99

*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 10:03 AM
To: Meroniuk, Vance A FIN:EX
Subject: Satellite Phones blurb

Hi Vance,

Here is a quick [video](#) to send to the Sat Phone holders. It provides quick instructions on how to use the phone.

Happy to assist if you have any questions or concerns.

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 9:04 AM
To: Meroniuk, Vance A FIN:EX
Subject: Re: Favour please - Satellite Phone numbers

What about RMB?

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services
Serving the Ministries of Finance and the Public Service Agency
Ph. 387-3688 Fax 356-7326 BB 896-7376
P Please consider the environment before printing this email.

On Apr 15, 2015, at 9:02 AM, Meroniuk, Vance A FIN:EX <Vance.Meroniuk@gov.bc.ca> wrote:

Are you heading over now?
V

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 9:01 AM
To: Meroniuk, Vance A FIN:EX
Subject: RE: Favour please - Satellite Phone numbers

Hi Vance,

I forgot to mention that we will need to develop a protocol for the phones. Tara wants to set up a quick meeting with Jim and Stuart to go over it.

Cheers, Mike.

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 15, 2015 9:00 AM
To: Meroniuk, Vance A FIN:EX
Subject: Favour please - Satellite Phone numbers

Hi Vance,

Can you please fill in who will be assigned the phones?

1. s.15,s.17
- 2.
- 3.
4. – Tara Richards
5. – Stuart Newton

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 8, 2015 4:06 PM
To: Meroniuk, Vance A FIN:EX
Subject: Reminder - Satellite Phones and Protocol

Hi Vance,

I know you are busy with year-end but when you have a moment I can drop the Sat Phones off to you at PT.

Can you tell me who will be assigned the phones? Is one going to Jim? Assume the other phones will go to DMB and BCM ED's? I gave Tara her Sat Phone and she was asking if Jim was going to have one.

As for protocol, we will need to know if the person assigned the phone will carry it on their person, even when on vacation. If this is not the case, then we will need to know who the back-up Sat Phone contacts will be.

Hope you are doing well.

Cheers, Mike.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 1, 2015 11:26 AM
To: Meroniuk, Vance A FIN:EX
Subject: RE: Satellite Phones are here

I have time in the afternoon tomorrow.

From: Meroniuk, Vance A FIN:EX
Sent: Wednesday, April 1, 2015 11:25 AM
To: Cormack, Michael FIN:EX
Subject: RE: Satellite Phones are here

Thanks Mike,

Sorry I didn't get back to you but I'm swamped today and won't be able to meet.

Maybe tomorrow?

Thanks,

Vance

From: Cormack, Michael FIN:EX
Sent: Wednesday, April 1, 2015 11:24 AM
To: Meroniuk, Vance A FIN:EX
Subject: Satellite Phones are here

Hi Vance,

The satellite phones have arrived. I have time between 1-2 to drop them off to you and give you a quick demo.

Cheers, Mike.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Meroniuk, Vance A FIN:EX

From: Hopkins, Jim FIN:EX
Sent: Thursday, March 19, 2015 11:45 AM
To: Meroniuk, Vance A FIN:EX; Cormack, Michael FIN:EX
Subject: RE: Updated - Satellite Phone Purchase

Thanks

From: Meroniuk, Vance A FIN:EX
Sent: Thursday, March 19, 2015 9:51 AM
To: Cormack, Michael FIN:EX
Cc: Hopkins, Jim FIN:EX
Subject: RE: Updated - Satellite Phone Purchase

Hi Mike,

Please order 3 sat phones for PT.

Thanks,

Vance Meroniuk, CGA
Manager of Corporate Operations
Provincial Treasury
Ministry of Finance
(250) 387-7124

From: Cormack, Michael FIN:EX
Sent: Wednesday, March 18, 2015 3:43 PM
To: Meroniuk, Vance A FIN:EX
Subject: Updated - Satellite Phone Purchase
Importance: High

Correction. Just got word on a promotion on the Satellite phones. The new price is \$780 including the phone and 1200 minutes.

From: Cormack, Michael FIN:EX
Sent: Wednesday, March 18, 2015 3:32 PM
To: Meroniuk, Vance A FIN:EX
Subject: Heads up - Satellite Phone Purchase
Importance: High

Hi Vance,

A heads up that Finance is purchasing two Satellite Phones for the Ministry Operations Centre at \$499 each. I think it would be prudent for Provincial Treasury to purchase at least one so that they are able to reach their banking contacts in a disaster should land and cell communication be down and mission critical employees are not able to travel to the alternate site in Kamloops.

Info on the Sat Phone is available in the following link:

https://ca.globalstar.com/shop/index.php?main_page=product_info&cPath=1&products_id=39.

The airtime plan I recommend is the annual plan as you get 480 minutes for 12 months.

Finance is doing a bulk Sat Phone purchase with the PSA, so Globalstar is doubling the minutes to 960. Well worth it considering we will only need the minutes when a disaster strikes.

We are proceeding with the purchase the first week of April so if you could let me know as soon as possible it would be greatly appreciated.

Happy to discuss if you have any questions or concerns.

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Meroniuk, Vance A FIN:EX

From: Cormack, Michael FIN:EX
Sent: Wednesday, March 18, 2015 3:32 PM
To: Meroniuk, Vance A FIN:EX
Subject: Heads up - Satellite Phone Purchase

Importance: High

Hi Vance,

A heads up that Finance is purchasing two Satellite Phones for the Ministry Operations Centre at \$499 each. I think it would be prudent for Provincial Treasury to purchase at least one so that they are able to reach their banking contacts in a disaster should land and cell communication be down and mission critical employees are not able to travel to the alternate site in Kamloops.

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Happy to discuss if you have any questions or concerns.

Thank you, Michael.

Michael Cormack
Senior Advisor, Business Continuity Planning

Ministry of Finance
Corporate Services Division
Serving the Ministry of Finance and the PSA
Cell 250-896-7376

"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)

Roncato, Gina FIN:EX

From: Roncato, Gina FIN:EX
Sent: Tuesday, July 14, 2015 1:30 PM
To: CFFSHELP, FIN FIN:EX
Subject: RE: RE: GLOBALSTAR JUL 14-15 INV#1000000006548155 -ATTACHED
Attachments: GLOBALSTAR JUL 14-15 INV#1000000006548155 - FOR PYMT.pdf

That's cause I've lost my mind! ☹

From: CFFSHELP, FIN FIN:EX
Sent: Tuesday, July 14, 2015 12:41 PM
To: Roncato, Gina FIN:EX
Subject: RE: RE: GLOBALSTAR JUL 14-15 INV#1000000006548155 -ATTACHED

No attachment here ☹

Please resend,

Thank you

Rebeca Lozano

From: Roncato, Gina FIN:EX
Sent: Tuesday, July 14, 2015 11:10 AM
To: CFFSHELP, FIN FIN:EX
Subject: RE: GLOBALSTAR JUL 14-15 INV#1000000006548155 -ATTACHED

Hi, pls find attached GLOBALSTAR INV#1000000006548155 – for payment .

Thanks,

G.

Gina Roncato
Finance & Admin. Services
Corporate Operations Branch
Provincial Treasury
gina.roncato@gov.bc.ca / 250 387-4690



Where ideas work

Ministry of Finance

INVOICE CODING SHEET

RETURN CHEQUE TO MINISTRY?
(if yes, enter "D")FOREIGN CURRENCY?
(if yes, enter "\$")

Link to Invoice Coding Sheet completion instructions.

PAYEE NAME <u>GLOBALSTAR CANADA</u>					* SUPPLIER # <u>150710</u>		* SITE <u>1</u>			
CONTRACT/PO # <u>s.17</u>		INVOICE DATE <u>21-JUN-2015</u> <small>DD-MMM-YYYY</small>		INVOICE # <u>1000000006548155</u>						
DATE INVOICE RECEIVED <u>09-JUL-2015</u> <small>DD-MMM-YYYY</small>		DATE GOODS/ SERVICES REC'D <u>21-JUN-2015</u> <small>DD-MMM-YYYY</small>		RECEIPT # <u>11555</u>						
NAME &/OR ADDRESS OVERRIDE: GLOBALSTAR CANADA PO BOX 8013 – POSTAL STN "A" TORONTO, ONT MW53W5					DESCRIPTION FOR CHEQUE STUB: CLMAOCC ANNUAL FEE - TELEPHONY SATELLITE PHONE SUBSCRIPTION					
DATE CHQ/EFT REQ'D (ONLY IF URGENT) <u>DD-MMM-YYYY</u>		GL DATE (if applicable) <u>DD-MMM-YYYY</u>			PAY ALONE? YES <input type="checkbox"/>					
OFA STOB & ASSET # (if applicable) : _____										
AMOUNT (INCLUDING TAX)	PRE-TAX AMOUNT (EXCLUDING TAX)	GST AMOUNT	PST AMOUNT	TAX CODE <small>GST & PST, GST, PST, GST Travel, Other</small>	CL	RESP	SERVICE LINE	STOB	PROJECT	NAME & SUPPLIER # if STOB 57
1,514.16	974.97	48.75	68.25	GST	022	32327	34394	6317	32PT170	
1,514.16	TOTAL									
* EXPENSE AUTHORITY (EA) INFORMATION: * <u>MATTHEW O'RAE</u> <small>EA PRINTED NAME</small> * BRIEF PAYMENT DESCRIPTION FOR EA NOTIFICATION: <small>Note: This is also the line description displayed on GL detail reports.</small> * SATELLITE PHONE SUBSCRIPTION FEE					* QUALIFIED RECEIVER (QR) CERTIFICATION: * <u>VANCE MERONIUK</u> <small>QR PRINTED NAME</small> <small>The goods provided or services delivered have been inspected or reviewed; and the goods or services were properly received and documentation to support the account has been verified (i.e., goods: as ordered, correct quantity and suitable quality; services: as contracted, appropriate deliverables and/or performance criteria met; or other conditions, if any, have been met).</small> * <u>SEE ATTACHED</u> <u>JULY 14/15</u> <small>QR SIGNATURE</small>					
ADDITIONAL INFORMATION OR INSTRUCTIONS: <u>EFT PAYMENT CUSTOMER #CUST0050443119</u>										

SENT TO FSA *July 14/15*

BRANCH BUSINESS CONTACT NAME AND PHONE NUMBER:

ACCOUNTS DATE STAMP

* Note: Fields with an asterisk do not need to be completed for iProcurement invoices.



Electronic Payment: CUST0050443119
Account Name: Vance Meroniuk
Account Number: s.17
Invoice Number: 100000006548155
Bill Close Date: 06/21/2015

RECEIVED
PROVINCIAL TREASURY
CORPORATE OPERATIONS

Page 1 of 6
JUL 09 2015

MINISTRY OF
FINANCE & CORPORATE RELATIONS

Invoice Summary

Due Date	Current Charges	Amount Due
07/17/2015	\$1,091.97	\$1,514.16
<hr/>		
Previous Balance	422.19	
Payments	0.00	
Balance		\$422.19
<hr/>		
Current Charges		
Monthly Activity - 4 Service(s)	974.97	
Taxes and Surcharges	117.00	
Current Invoice Total		\$1,091.97
<hr/>		
Total Amount Due Including Balance	>	\$1,514.16

Questions about your invoice?

You can contact us:

1-877-452-5782
or *611 from your
Globalstar Phone

www.globalstar.com

or email us at
customerservice@globalstar.com

or visit us at
myaccount.globalstar.com

GOODS/SERVICES RECEIVED

V. M. *July 14/15*

SIGNATURE



Please detach and return bottom portion with your payment

Use Customer Number for Electronic Payment

Due Date

Amount Due

Amount Paid

CUST0050443119

07/17/2015

\$1,514.16

\$

Account Number

s.17

Inv No

100000006548155

Ref No

50436397

Payable at Most Financial Institutions

Send Payment to:

Vance Meroniuk
Provincial Treasury, Bc
620 SUPERIOR ST
VICTORIA BC V8V 1V2

0008688 - 0054819

Globalstar Canada
P.O. Box 8013 Postal Station "A"
Toronto, Ontario M5W 3W5
Canada

5043 6397 1000 0000 0654 8155 9 0000 1514 16 5

150139001



Electronic Payment: CUST0050443119
Account Name: Vance Meroniuk
Account Number: s.17
Invoice Number: 1000000006548155
Bill Close Date: 06/21/2015

Page 2 of 6

Thank you for choosing Globalstar. For billing or payment inquiries please contact Customer Care at 1-877-452-5782 or airtime free at *611 from your Globalstar phone, while in Satellite mode.

General Information about your Globalstar Canada invoice.

1. How to pay your Invoice:

By cheque through the mail. Please write your account number on the cheque and make it payable to Globalstar Canada Satellite Co. Please include your payment and remittance form in the return envelope provided.

Globalstar Canada payment address:

Globalstar Canada Satellite Co.
PO Box 8013
Postal Station "A"
Toronto, Ontario
M5W 3W5

Bank payments are accepted at most financial institutions.

Monthly pre-authorized chequing. An automatic withdrawal is made from your bank account each month, on or within 28 days after your bill date. Please contact Customer Care at 1-877-452-5782 or airtime free at *611 from your Globalstar phone, while in satellite mode, for more details.

Credit card payments.

Monthly credit card payments. An automatic charge is placed on your credit card each month, on or within 28 days after your bill date.

One time credit card payments. One-time payments on your credit card are available by contacting Customer Care at 1-877-452-5782 or airtime free at *611 from your Globalstar phone, while in satellite mode.

2. Late Payment Charges:

A late payment charge of 2.0% is applied on any balance unpaid one month after the date of the bill

3. Invoice Inquiries:

Please contact our Customer Care department at 1-877-452-5782 or airtime free at *611 from your Globalstar phone, while in satellite mode. Please do not enclose messages with payment, instead write us at:

Globalstar Canada Satellite Co.
Customer Care
115 Matheson Blvd. West,
Suite 100
Mississauga, Ontario
L5R 3L1

Any investigation of charges on this invoice must be made within 90 days of this statement date, for a credit to be applied.

4. Airtime Charges:

Airtime charges are billed in one minute increments, unless otherwise specified. Bundled minutes will be applied to the Home Territory airtime only and used in the earliest part of each billing period. Any unused bundled minutes will not be carried forward or credited against the next months billing period.

5. Terms and Conditions:

Customers use of the Globalstar service shall obligate Customer to, and shall constitute Customers acceptance of, the Terms and Conditions. Terms and Conditions of service are provided to all new Customers. If you require additional copies please contact Customer Care.



Electronic Payment: CUST0050443119
Account Name: Vance Meroniuk
Account Number: s.17
Invoice Number: 1000000006548155
Bill Close Date: 06/21/2015

Page 3 of 6

Account Charges Summary

Monthly Activity

<u>Contract #</u>	<u>ESN/SIM #</u>	<u>MDN</u>	<u>Plan Description</u>	<u>Charges</u>
50738380	s.15,s.17	s.15,s.17	Galaxy 1200	780.00
50725189			Orbit 100	64.99
50725188			Orbit 100	64.99
50725187			Orbit 100	64.99

Total Monthly Activity Charges

\$974.97

Taxes & Surcharges

PST British Columbia	68.25
BC GST/TPS HST/TVH No.: 87890 7666	48.75

Total Taxes & Surcharges

\$117.00



Electronic Payment: CUST0050443119
Account Name: Vance Meroniuk
Account Number: s.17
Invoice Number: 1000000006548155
Bill Close Date: 06/21/2015

Page 4 of 6

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Account Name: Vance Meroniuk
Account Number: s.17

Page 5 of 6

Bill Close Date: 06/21/2015

Contract Charges Detail

Services		
Galaxy 1200		
MDN: s.15,s.17		
Contract Code: 50738380		
ESN/SIM: s.15,s.17		
Description	Service Period	Charges
Galaxy 1200		
Express Data		0.00
Telephony		0.00
Voice Mail		0.00
Call Forward Busy	06/03/2015 -- 06/20/2015	0.00
Call Forward No Reply	06/03/2015 -- 06/20/2015	0.00
Call Forward Unconditional	06/03/2015 -- 06/20/2015	0.00
Call Forwarding - Default	06/03/2015 -- 06/20/2015	0.00
Circuit Switched Data	06/03/2015 -- 06/20/2015	0.00
Express Data	06/03/2015 -- 06/20/2015	0.00
Packet Data	06/03/2015 -- 06/20/2015	0.00
SMS Inbound	06/03/2015 -- 06/20/2015	0.00
Telephony	06/03/2015 -- 06/20/2015	0.00
Voice Mail	06/03/2015 -- 06/20/2015	0.00
Express Data	06/21/2015 -- 07/20/2015	0.00
Telephony	06/21/2015 -- 07/20/2015	0.00
Voice Mail	06/21/2015 -- 07/20/2015	0.00

Subscription Charges for s.15,s.17

Description	Date	Charge
CLMAOCC Annual Fee Telephony	05/21/2015	780.00
Telephony	05/21/2015	0.00
Total Service Charges and Credits		780.00

Sub-total of Monthly Activity for s.15,s.17 **\$780.00**

Services		
Orbit 100		
MDN: s.15,s.17		
Contract Code: 50725189		
Description	Service Period	
Orbit 100		
Call Forward Busy	05/21/2015 --	
Call Forward No Reply	05/21/2015 --	
Call Forward Unconditional	05/21/2015 --	
Call Forwarding - Default	05/21/2015 --	
Circuit Switched Data	05/21/2015 --	
Packet Data	05/21/2015 --	
SMS Inbound	05/21/2015 --	
Express Data	06/21/2015 --	
Telephony	06/21/2015 --	
Voice Mail	06/21/2015 --	
Total S		

Sub-total of Monthl

Services		
Orbit 100		
MDN: s.15,s.17		
Contract Code: 50725188		
Description	Service Period	
Orbit 100		
Call Forward Busy	05/21/2015 --	
Call Forward No Reply	05/21/2015 --	
Call Forward Unconditional	05/21/2015 --	
Call Forwarding - Default	05/21/2015 --	
Circuit Switched Data	05/21/2015 --	
Packet Data	05/21/2015 --	
SMS Inbound	05/21/2015 --	
Express Data	06/21/2015 --	
Telephony	06/21/2015 --	
Voice Mail	06/21/2015 --	
Total St		

Sub-total of Monthl

Account Name: Vance Meroniuk

Page 6 of 6

Account Number: s.17

Bill Close Date: 06/21/2015

Contract Charges Detail

Services

Orbit 100

ESN/SIM: s.15,s.17

MDN: s.15,s.17

Contract Code: 50725187

Description	Service Period	Charges
Orbit 100		
Call Forward Busy	05/21/2015 -- 06/20/2015	0.00
Call Forward No Reply	05/21/2015 -- 06/20/2015	0.00
Call Forward Unconditional	05/21/2015 -- 06/20/2015	0.00
Call Forwarding - Default	05/21/2015 -- 06/20/2015	0.00
Circuit Switched Data	05/21/2015 -- 06/20/2015	0.00
Packet Data	05/21/2015 -- 06/20/2015	0.00
SMS Inbound	05/21/2015 -- 06/20/2015	0.00
Express Data	06/21/2015 -- 07/20/2015	0.00
Telephony	06/21/2015 -- 07/20/2015	64.99
Voice Mail	06/21/2015 -- 07/20/2015	0.00
Total Service Charges and Credits		64.99

Sub-total of Monthly Activity for s.15,s.17

\$64.99

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Roncato, Gina FIN:EX

From: Roncato, Gina FIN:EX
Sent: Tuesday, July 28, 2015 11:29 AM
To: 'orders@globalmarinenet.com'
Subject: FW: Action REQ - PLEASE -- RE: Your Global Marine Networks order (receipt from July 27, 2015)

Importance: High

Hi, I am resending this email as I am still awaiting a confirmation/ new receipt and expected delivery date for this item and the 3 more Cases I added to this order over the phone with a rep from your company yesterday morning.

Thanks so much,

G.

Gina Roncato
Finance & Admin. Services
Corporate Operations Branch
Ministry of Finance - Provincial Treasury
Province of BC Govt.
gina.roncato@gov.bc.ca / 250 387-4690

From: Roncato, Gina FIN:EX
Sent: Monday, July 27, 2015 12:31 PM
To: 'Global Marine Networks'
Subject: Action REQ - PLEASE -- RE: Your Global Marine Networks order receipt from July 27, 2015
Importance: High

Hi, I am still awaiting a confirmation/ new receipt and expected delivery date for this item and the 3 more Cases I added to this order over the phone with a rep from your company this morning.

Thanks so much,

G.

Gina Roncato
Finance & Admin. Services
Corporate Operations Branch
Minsitry of Finance - Provincial Treasury
Province of BC Govt.
gina.roncato@gov.bc.ca / 250 387-4690

~~~~~  
~~~~~

From: Global Marine Networks [<mailto:orders@globalmarinenet.com>]
Sent: Monday, July 27, 2015 8:19 AM
To: Roncato, Gina FIN:EX
Subject: Your Global Marine Networks order receipt from July 27, 2015

Thank You for Your Order

Your order has been received and is now being processed. Your order details are shown below for your reference:

Order: #19565

Product	Quantity	Price
Leather Case for Globalstar GSP-1700 (#GS1700CASE)	1	\$49.95
Cart Subtotal:		\$49.95
Shipping:		\$56.45 via DHL Express ExpressWorldwideNonDoc
Order Total:		\$106.40

Customer details

Email: gina.roncato@gov.bc.ca

Tel: 250 387- 4690

Billing address

Ministry of Finance - Provincial
Treasury
Gina Roncato
1st Floor - 620 Superior Street
PO Box 9414 Stn Prov Govt
Victoria British Columbia V8W
9V1
Canada

Shipping address

Ministry of Finance - Provincial
Treasury
Gina Roncato
1st Floor - 620 Superior Street
PO Box 9414 Stn Prov Govt
Victoria British Columbia V8W
9V1
Canada

Global Marine Networks

Roncato, Gina FIN:EX

From: Roncato, Gina FIN:EX
Sent: Monday, July 27, 2015 12:31 PM
To: 'Global Marine Networks'
Subject: Action REQ - PLEASE -- RE: Your Global Marine Networks order receipt from July 27, 2015

Importance: High

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Thanks so much,

G.

Gina Roncato
Finance & Admin. Services
Corporate Operations Branch
Minsitry of Finance - Provincial Treasury
Province of BC Govt.
gina.roncato@gov.bc.ca / 250 387-4690

~~~~~  
**From:** Global Marine Networks [<mailto:orders@globalmarinenet.com>]  
**Sent:** Monday, July 27, 2015 8:19 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** Your Global Marine Networks order receipt from July 27, 2015

## Thank You for Your Order

Your order has been received and is now being processed. Your order details are shown below for your reference:

### Order: #19565

| Product                                                  | Quantity | Price          |
|----------------------------------------------------------|----------|----------------|
| Leather Case for<br>Globalstar GSP-1700<br>(#GS1700CASE) | 1        | \$49.95        |
| <b>Cart Subtotal:</b>                                    |          | <b>\$49.95</b> |

**Shipping:**

\$56.45 via DHL Express  
ExpressWorldwideNonDoc

**Order Total:**

\$106.40

## Customer details

**Email:** [gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca)

**Tel:** 250 387- 4690

### Billing address

Ministry of Finance - Provincial  
Treasury  
Gina Roncato  
1st Floor - 620 Superior Street  
PO Box 9414 Stn Prov Govt  
Victoria British Columbia V8W  
9V1  
Canada

### Shipping address

Ministry of Finance - Provincial  
Treasury  
Gina Roncato  
1st Floor - 620 Superior Street  
PO Box 9414 Stn Prov Govt  
Victoria British Columbia V8W  
9V1  
Canada

Global Marine Networks

**From:** Global Marine Networks <orders@globalmarinenet.com>  
**Sent:** Wednesday, July 29, 2015 12:30 PM  
**To:** Roncato, Gina FIN:EX  
**Subject:** Your Global Marine Networks order from July 27, 2015 is complete

## Your Order is Complete

Hi there. Your recent order on Global Marine Networks has been completed. Your order details are shown below for your reference:

### Order: #19565

| Product                                 | Quantity | Price                                             |
|-----------------------------------------|----------|---------------------------------------------------|
| Leather Case for<br>Globalstar GSP-1700 | 4        | \$199.80                                          |
| <b>Cart Subtotal:</b>                   |          | \$199.80                                          |
| <b>Shipping:</b>                        |          | \$56.45 via DHL Express<br>ExpressWorldwideNonDoc |
| <b>Order Total:</b>                     |          | \$256.25                                          |

### Customer details

Email: [gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca)

Tel: 250 387- 4690

### Billing address

Ministry of Finance - Provincial  
Treasury  
Gina Roncato  
1st Floor - 620 Superior Street  
PO Box 9414 Stn Prov Govt  
Victoria British Columbia V8W  
9V1

### Shipping address

Ministry of Finance - Provincial  
Treasury  
Gina Roncato  
1st Floor - 620 Superior Street  
PO Box 9414 Stn Prov Govt  
Victoria British Columbia V8W  
9V1



## Roncato, Gina FIN:EX

---

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**To:** 'orders@globalmarinenet.com'  
**Subject:** FW: Action REQ - PLEASE -- RE: Your Global Marine Networks order (receipt from July 27, 2015)

**Importance:** High

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Thanks so much,

G.

*Gina Roncato*  
Finance & Admin. Services  
Corporate Operations Branch  
Ministry of Finance - Provincial Treasury  
Province of BC Govt.  
[gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca) / 250 387-4690

---

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**Sent:** Monday, July 27, 2015 12:31 PM  
**To:** 'Global Marine Networks'  
**Subject:** Action REQ - PLEASE -- RE: Your Global Marine Networks order receipt from July 27, 2015  
**Importance:** High

Hi, I am still awaiting a confirmation/ new receipt and expected delivery date for this item and the 3 more Cases I added to this order over the phone with a rep from your company this morning.

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G.

*Gina Roncato*  
Finance & Admin. Services  
Corporate Operations Branch  
Minsitry of Finance - Provincial Treasury  
Province of BC Govt.  
[gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca) / 250 387-4690

~~~~~  
~~~~~

**From:** Global Marine Networks [<mailto:orders@globalmarinenet.com>]  
**Sent:** Monday, July 27, 2015 8:19 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** Your Global Marine Networks order receipt from July 27, 2015

# Thank You for Your Order

Your order has been received and is now being processed. Your order details are shown below for your reference:

## Order: #19565

| Product                                                  | Quantity | Price                                             |
|----------------------------------------------------------|----------|---------------------------------------------------|
| Leather Case for<br>Globalstar GSP-1700<br>(#GS1700CASE) | 1        | \$49.95                                           |
| <b>Cart Subtotal:</b>                                    |          | \$49.95                                           |
| <b>Shipping:</b>                                         |          | \$56.45 via DHL Express<br>ExpressWorldwideNonDoc |
| <b>Order Total:</b>                                      |          | \$106.40                                          |

## Customer details

Email: [gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca)

Tel: 250 387- 4690

### Billing address

Ministry of Finance - Provincial  
Treasury  
Gina Roncato  
1st Floor - 620 Superior Street  
PO Box 9414 Stn Prov Govt  
Victoria British Columbia V8W  
9V1  
Canada

### Shipping address

Ministry of Finance - Provincial  
Treasury  
Gina Roncato  
1st Floor - 620 Superior Street  
PO Box 9414 Stn Prov Govt  
Victoria British Columbia V8W  
9V1  
Canada

Global Marine Networks

## Roncato, Gina FIN:EX

---

**From:** Roncato, Gina FIN:EX  
**Sent:** Wednesday, July 29, 2015 1:00 PM  
**To:** Chand, Rita FIN:EX  
**Cc:** Meroniuk, Vance A FIN:EX; Hopkins, Jim FIN:EX  
**Subject:** FW: from Global Marine Networks [Ticket#2015072710000337] Your order has been shipped!

Please see below for the details.

Thanks,

G.

---

**From:** GMN Inside Sales [<mailto:gmnsidesales@globalmarinenet.com>]  
**Sent:** Wednesday, July 29, 2015 12:32 PM  
**To:** Roncato, Gina FIN:EX  
**Subject:** Re: [Ticket#2015072710000337] Your order has been shipped!

Ticket Number: 2015072710000337

Hello Gina:

Thank you very much for your order from Global Marine Networks, the one-stop shop for your satellite communication needs. A total of four (x4) GlobalStar Nylon Leather cases have been shipped.

I am happy to say that your order has been successfully processed, **\$256.25** has been processed on your **MasterCard** ending in s.17

Your order is being shipped via **DHL Express Worldwide** the tracking number is as follows: **4418413230**  
**Your estimated delivery date is July 30th, 2015 Thursday by the end of the day.**

DHL Tracking Link:  
<http://www.dhl-usa.com/en/express/tracking.html>

We sincerely appreciate your business. Please let us know if we can be of further assistance.

Best Regards,

--**Jennifer Macri**  
Admin

--  
Global Marine Networks, LLC  
2668 Jericho Rd  
Maryville, TN 37803  
Web: <http://www.globalmarinenet.com>  
Tel: +1.865.379.8723  
Email: [gmnsidesales@globalmarinenet.com](mailto:gmnsidesales@globalmarinenet.com)

--  
**Special Note Regarding Airtime Activations and Top-Ups**

Airtime activations are handled during normal Business Hours (Monday through Friday 8:30 a.m. EST - 5:30 EST). Emergency top-ups may be requested via [orders@globalmarinenet.com](mailto:orders@globalmarinenet.com) which is periodically monitored on weekends and holidays by a team member. Please note it may take 24-48 hours for weekend requests to be fulfilled.

## Roncato, Gina FIN:EX

---

**From:** Roncato, Gina FIN:EX  
**Sent:** Wednesday, July 29, 2015 1:00 PM  
**To:** Chand, Rita FIN:EX  
**Cc:** Meroniuk, Vance A FIN:EX; Hopkins, Jim FIN:EX  
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Please see below for the details.

Thanks,

G.

---

**From:** GMN Inside Sales [<mailto:gmnsidesales@globalmarinenet.com>]  
**Sent:** Wednesday, July 29, 2015 12:32 PM  
**To:** Roncato, Gina FIN:EX  
**Subject:** Re: [Ticket#2015072710000337] Your order has been shipped!

Ticket Number: 2015072710000337

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DHL Tracking Link:  
<http://www.dhl-usa.com/en/express/tracking.html>

We sincerely appreciate your business. Please let us know if we can be of further assistance.

Best Regards,

**--Jennifer Macri**  
Admin

--  
Global Marine Networks, LLC  
2668 Jericho Rd  
Maryville, TN 37803  
Web: <http://www.globalmarinenet.com>  
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**Special Note Regarding Airtime Activations and Top-Ups**

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## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 5, 2015 10:11 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Payment Needed to Stay Connected with Globalstar

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [<mailto:noreply@globalstar.com>]  
**Sent:** Tuesday, November 3, 2015 8:30 AM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Payment Needed to Stay Connected with Globalstar



▪ [Globalstar.com](http://Globalstar.com) ▪ [Products and Services](#) ▪ [Press Center](#)

Dear Valued Customer,

Our records indicate your airtime account <sup>s.17</sup> is currently past due. We encourage you to remit your payment within 30 days in order to stay connected on the newest, most modern satellite network and avoid any service interruptions.

You can pay your balance by calling Globalstar Customer Care at 1-888-240-9341 (North America) or 1-985-327-7500 (outside North America) or by logging into <https://myaccount.globalstar.com> or <https://login.findmespot.com> for SPOT Global Phone customers. Customer Care is available to assist between the hours of 8am and Midnight EST Monday - Friday. Alternately, if you would like to report a payment, please send full remittance details to us at [GCANAccountsReceivable@globalstar.ca](mailto:GCANAccountsReceivable@globalstar.ca) and we will respond within 24 hours.

If you have questions or concerns regarding your account, please contact Globalstar Customer Care at 1-888-240-9341 (North America) or 1-985-327-7500 (outside North America).

Thank you for your continued business.

## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 5, 2015 10:11 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Payment Needed to Stay Connected with Globalstar

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [<mailto:noreply@globalstar.com>]  
**Sent:** Tuesday, November 3, 2015 8:30 AM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Payment Needed to Stay Connected with Globalstar



▪ [Globalstar.com](http://Globalstar.com) ▪ [Products and Services](#) ▪ [Press Center](#)

Dear Valued Customer,

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If you have questions or concerns regarding your account, please contact Globalstar Customer Care at 1-888-240-9341 (North America) or 1-985-327-7500 (outside North America).

Thank you for your continued business.

## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 5, 2015 10:12 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Follow up - Globalstar Activation Submission Received-Account Number: s.17

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Wednesday, June 3, 2015 12:57 PM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Follow up - Globalstar Activation Submission Received-Account Number: s.17

Hi Vance,

Arnel will be changing Jim's phone so it matches the other phones? Let me know if it does not happen.

Thank you, Michael.

---

**From:** Arnel Bernabe [<mailto:arnel@ralphs.ca>]  
**Sent:** Wednesday, June 3, 2015 11:20 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** RE: Favour please Globalstar Activation Submission Received-Account Number: s.17

Sorry Michael. That is my mistake. I will have it changed.  
Thanks

**Arnel Bernabe**  
**Ralph's Radio Ltd.**  
815 View Street  
Victoria BC V8W 1K1  
Tel: 250-386-7100  
Cell: 250-888-8092  
Email: [arnel@ralphs.ca](mailto:arnel@ralphs.ca)  
[www.ralphs.ca](http://www.ralphs.ca)



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**From:** Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]  
**Sent:** Wednesday, June 03, 2015 11:15 AM  
**To:** 'Arnel Bernabe'  
**Subject:** Favour please Globalstar Activation Submission Received-Account Number: s.17

Hi Arnel,

Sorry to be a bug. This new Sat phone for Provincial Treasury should have the Galaxy 1200 rate package with the additional 1200 bonus minutes for free added as per our agreement. The document below states we only have the Orbit 100 monthly plan.

Please advise.

Thank you, Michael.

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Wednesday, June 3, 2015 10:31 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** FW: Globalstar Activation Submission Received-Account Number: s.17

Hi Mike,

Is this plan correct?

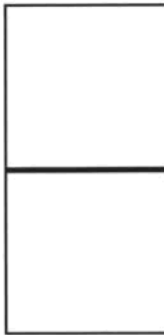
Thanks,

Vance

---

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [<mailto:noreply@globalstar.com>]  
**Sent:** Wednesday, June 3, 2015 9:06 AM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Globalstar Activation Submission Received-Account Number: s.17





2015-06-03

Dear Provincial Treasury, Bc

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

| Account # | ESN       | Phone Number | Service Plan | Billing Period | Service Fee* |
|-----------|-----------|--------------|--------------|----------------|--------------|
| s.17      | s.15,s.17 | s.15,s.17    | Orbit 100    | Monthly        | CAD 64.99    |

\*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

#### Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

#### Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the '[Product Documentation](#)' section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in order for your phone to work.

Please contact us at 1.877.452.5782 or \*611 from your Globalstar satellite phone if you have any

## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 5, 2015 10:13 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Attachments:** Service Activation & Credit Application Form.pdf  
**Importance:** High

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Monday, April 27, 2015 1:49 PM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Vance,

When you have a minute can you please confirm the billing you received for the Sat Phones? Was it for the Orbit or the Galaxy Plan? It should be for the Galaxy Plan.

Thank you, Michael.

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Friday, April 24, 2015 1:18 PM  
**To:** 'Arnel Bernabe'  
**Subject:** Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Arnel,

All five of the Sat phones for Finance should have the Galaxy 1200 rate package with the additional 1200 bonus minutes for free added as per our agreement. The document below states we only have the Orbit 100 monthly plan.

Please advise.

Thank you, Michael.

---

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [mailto:noreply@globalstar.com]  
**Sent:** Friday, April 24, 2015 11:42 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** Globalstar Activation Submission Received-Account Number: s.17

2015-04-24

Dear Ministry Of Finance

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

| Account # | ESN       | Phone Number | Service Plan | Billing Period | Service Fee* |
|-----------|-----------|--------------|--------------|----------------|--------------|
| s.17      | s.15,s.17 | s.15,s.17    | Orbit 100    | Monthly        | CAD 64.99    |
| s.17      | s.15,s.17 | s.15,s.17    | Orbit 100    | Monthly        | CAD 64.99    |

\*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

#### Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

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#### Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the 'Product Documentation' section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in order for your phone to work.

Please contact us at 1.877.452.5782 or \*611 from your Globalstar satellite phone if you have any additional questions.

## Roncato, Gina FIN:EX

---

**From:** Roncato, Gina FIN:EX  
**Sent:** Wednesday, November 18, 2015 4:16 PM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17

**Importance:** High

So I've been trying to figure this Globalstar thing out – the SAT ph # on the attached activation above form are not the same as those on our formal paper bills. I have no idea what this form is all about, and the only name on it is Michael Cormack so I think this is not ours.

| Phone Type                                               | Decimal ESN | SAT Phone Number (MDN) | Service Fee* | Billing Period |
|----------------------------------------------------------|-------------|------------------------|--------------|----------------|
| GSP1700                                                  | s.15,s.17   |                        | \$64.99      | Monthly        |
| Details: 100 Minutes+SMS Inbound+Voice Mail+Express Data |             |                        |              |                |
| GSP1700                                                  | s.15,s.17   |                        | \$64.99      | Monthly        |
| Details: 100 Minutes+SMS Inbound+Voice Mail+Express Data |             |                        |              |                |

**BUT** -- On the bills we've received, we do have 4 sat phones with your name as **Account Name & Account#** s.17 -Note not the same as the above account number.

Galaxy 1200 Plan s.15,s.17 all invoices are \$0.00 starting in July 2015 (which is for the galaxy plan, startup fee and the 3 other #s monthly charges - the big invoice for the \$1500 we paid initially back in Jun/July.)

These ones are not part of the Galaxy Plan and therefore seem to be costing us 3 x \$64.99 each month, which we are way behind on paying – we owe back to July/August for the other 3 phones for Aug, Sept, Oct, & new invoice received Nov 5<sup>th</sup>.

Orbit 100 Plan s.15,s.17  
Orbit 100 Plan  
Orbit 100 Plan

So it looks like we don't anything for Account Number: s.17 , but ironically we do owe on our correct **Account** s.17 which is the one that was quoted on the Nov 3<sup>rd</sup> email you received. No wonder we couldn't make heads or tails of this and it was so hard to figure out!

Thanks,

G.

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 5, 2015 10:13 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury

Ministry of Finance  
(250) 387-7124

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Monday, April 27, 2015 1:49 PM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Vance,

When you have a minute can you please confirm the billing you received for the Sat Phones? Was it for the Orbit or the Galaxy Plan? It should be for the Galaxy Plan.

Thank you, Michael.

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Friday, April 24, 2015 1:18 PM  
**To:** 'Arnel Bernabe'  
**Subject:** Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Arnel,

All five of the Sat phones for Finance should have the Galaxy 1200 rate package with the additional 1200 bonus minutes for free added as per our agreement. The document below states we only have the Orbit 100 monthly plan.

Please advise.

Thank you, Michael.

---

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [<mailto:noreply@globalstar.com>]  
**Sent:** Friday, April 24, 2015 11:42 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** Globalstar Activation Submission Received-Account Number: s.17

2015-04-24

Dear Ministry Of Finance

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

| Account # | ESN       | Phone Number | Service Plan | Billing Period | Service Fee* |
|-----------|-----------|--------------|--------------|----------------|--------------|
| s.17      | s.15,s.17 | s.15,s.17    | Orbit 100    | Monthly        | CAD 64.99    |
| s.17      | s.15,s.17 | s.15,s.17    | Orbit 100    | Monthly        | CAD 64.99    |

\*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

#### Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

Please note that your rate plan offers continuous service and will extend on a monthly basis past the original term of 12 months. To prevent the extension of service or to cancel service, notify Globalstar Customer Care at 1.877.452.5782 within thirty (30) days of the original term completion date.

#### Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the '[Product Documentation](#)' section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in order for your phone to work.

Please contact us at 1.877.452.5782 or \*611 from your Globalstar satellite phone if you have any additional questions.

**Globalstar Inc.**  
**Service Activation & Credit Application Form**

**APPLICANT INFORMATION**

Date: April 24, 2015

|                       |                            |                         |                   |
|-----------------------|----------------------------|-------------------------|-------------------|
| Dealer Business Name: | RALPHS RADIO LTD-VANCOUVER | Dealer Activation Code: | RALPH.00001.00001 |
| Sales Rep:            | N/A                        | Business Phone:         | N/A               |
| Sales Rep Email:      | N/A                        | Sales Rep Phone:        | N/A               |
| Account Type:         | New Customer               | Applicant Type:         | Business          |

|                |                           |                  |                 |
|----------------|---------------------------|------------------|-----------------|
| Company:       | Ministry Of Finance       | Name:            | Michael Cormack |
| Address:       | N/A                       | City:            | Victoria        |
| State:         | BC                        | Zip Code:        | V8W 9V1         |
| Primary Phone: | 250-896-7376              | Secondary Phone: | N/A             |
| Email:         | michael.cormack@gov.bc.ca | Fax:             | N/A             |

Are you Tax Exempt? ☐ Yes ☒ No

Please fax your Tax Exemption documentation to Globalstar Customer Care at 1-888-604-7517 or [activations@globalstar.com](mailto:activations@globalstar.com) and reference your satellite phone number and/or your account number.

|                       |                  |                              |                             |
|-----------------------|------------------|------------------------------|-----------------------------|
| Date of Birth:        |                  | Industry:                    | Government Provincial/State |
| Driver's License No.: | N/A              | Company Registration Number: | N/A                         |
| Bill Type:            | Standard Invoice | Federal Tax ID:              | N/A                         |

☒ Dealer Approval: I (Dealer) have made the customer aware of the Globalstar Terms and Conditions. This still requires a check to continue the process.

☒ Customer Approval: I (Customer) hereby acknowledge that I will abide by the "Globalstar Service General Terms & Conditions". The Terms & Conditions can be obtained from [ca.globalstar.com/en/terms](http://ca.globalstar.com/en/terms), your Globalstar Dealer or inside the product box.

☒ Dealer Approval: I (Dealer) understand that I am required to print the Service Activation Agreement after completion and store a copy at my store location.

**SERVICE INFORMATION**

| Phone Type                                               | Decimal ESN | SAT Phone Number (MDN) | Service Fee* | Billing Period | Service Plan |
|----------------------------------------------------------|-------------|------------------------|--------------|----------------|--------------|
| GSP1700                                                  | s.15,s.17   |                        | \$64.99      | Monthly        | N/A          |
| Details: 100 Minutes+SMS Inbound+Voice Mail+Express Data |             |                        |              |                |              |
| GSP1700                                                  | s.15,s.17   |                        | \$64.99      | Monthly        | N/A          |
| Details: 100 Minutes+SMS Inbound+Voice Mail+Express Data |             |                        |              |                |              |

\*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

## Roncato, Gina FIN:EX

---

**From:** Roncato, Gina FIN:EX  
**Sent:** Thursday, November 19, 2015 10:07 AM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Attachments:** 2015-NOV-19 GLOBALSTAR OUTSTANDING INVOICES - PROV TREASURY PROV OF BC.pdf  
**Importance:** High

As requested ☺

---

**From:** Roncato, Gina FIN:EX  
**Sent:** Wednesday, November 18, 2015 4:16 PM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

So I've been trying to figure this Globalstar thing out – the SAT ph # on the attached activation above form are not the same as those on our formal paper bills. I have no idea what this form is all about, and the only name on it is Michael Cormack so I think this is not ours.

| Phone Type                                               | Decimal ESN | SAT Phone Number (MDN) | Service Fee* | Billing Period |
|----------------------------------------------------------|-------------|------------------------|--------------|----------------|
| GSP1700                                                  | s.15,s.17   |                        | \$64.99      | Monthly        |
| Details: 100 Minutes+SMS Inbound+Voice Mail+Express Data |             |                        |              |                |
| GSP1700                                                  | s.15,s.17   |                        | \$64.99      | Monthly        |
| Details: 100 Minutes+SMS Inbound+Voice Mail+Express Data |             |                        |              |                |

**BUT** -- On the bills we've received, we do have 4 sat phones with your name as **Account Name & Account#** s.17 -Note not the same as the above account number.

Galaxy 1200 Plan s.15,s.17 all invoices are \$0.00 starting in July 2015 (which is for the galaxy plan, startup fee and the 3 other #s monthly charges - the big invoice for the \$1500 we paid initially back in Jun/July.)

These ones are not part of the Galaxy Plan and therefore seem to be costing us 3 x \$64.99 each month, which we are way behind on paying – we owe back to July/August for the other 3 phones for Aug, Sept, Oct, & new invoice received Nov 5<sup>th</sup>.

Orbit 100 Plan s.15,s.17

Orbit 100 Plan

Orbit 100 Plan

So it looks like we don't anything for Account Number: s.17, but ironically we do owe on our correct **Account** s.17 which is the one that was quoted on the Nov 3<sup>rd</sup> email you received. No wonder we couldn't make heads or tails of this and it was so hard to figure out!

Thanks,

G.



---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 5, 2015 10:13 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Monday, April 27, 2015 1:49 PM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Vance,

When you have a minute can you please confirm the billing you received for the Sat Phones? Was it for the Orbit or the Galaxy Plan? It should be for the Galaxy Plan.

Thank you, Michael.

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Friday, April 24, 2015 1:18 PM  
**To:** 'Arnel Bernabe'  
**Subject:** Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Arnel,

All five of the Sat phones for Finance should have the Galaxy 1200 rate package with the additional 1200 bonus minutes for free added as per our agreement. The document below states we only have the Orbit 100 monthly plan.

Please advise.

Thank you, Michael.

---

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [mailto:noreply@globalstar.com]  
**Sent:** Friday, April 24, 2015 11:42 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** Globalstar Activation Submission Received-Account Number: s.17

2015-04-24

Dear Ministry Of Finance

Welcome to Globalstar! Now you can stay connected and productive in areas where cellular coverage is unavailable or unreliable.

Your service agreement is being processed and activation is expected to be completed within the next 5 minutes. Attached to this email is a copy of the service agreement to keep for your records. You can review the [Globalstar Terms and Conditions](#) here.

Please verify the following information and contact Customer Care at 1.877.452.5782 if there are any questions or issues.

| Account # | ESN       | Phone Number | Service Plan | Billing Period | Service Fee* |
|-----------|-----------|--------------|--------------|----------------|--------------|
| s.17      | s.15,s.17 | s.15,s.17    | Orbit 100    | Monthly        | CAD 64.99    |
| s.17      | s.15,s.17 | s.15,s.17    | Orbit 100    | Monthly        | CAD 64.99    |

\*Additional discounts, if applicable, will appear on your bill. All terms are 12 months unless stated otherwise.

#### Important Information Regarding Your Bill

- **Your First Bill** may be higher than anticipated because it includes standard charges billed in advance for the first full month of service, airtime for the current month and prorated charges for a partial month covering you from your activation date to the first bill. Unless otherwise noted in your rate plan, your monthly rate plan and any additional services are billed for the month in advance.

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#### Before Using Your Globalstar Satellite Phone

- Please review your user guide for important safety and usage instructions. These instructions are available on the Globalstar website in the ['Product Documentation'](#) section. Remember, you need to be outside with the satellite antenna fully extended and with a clear view of the sky in order for your phone to work.

Please contact us at 1.877.452.5782 or \*611 from your Globalstar satellite phone if you have any additional questions.



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006883540  
Bill Close Date: 10/21/2015

Page 1 of 6

## Invoice Summary

| Due Date                           | Current Charges | Amount Due |
|------------------------------------|-----------------|------------|
| 11/16/2015                         | \$218.37        | \$655.11   |
| <hr/>                              |                 |            |
| Previous Balance                   | 436.74          |            |
| Payments                           | 0.00            |            |
| Balance                            |                 | \$436.74   |
| <hr/>                              |                 |            |
| Current Charges                    |                 |            |
| Monthly Activity - 4 Service(s)    | 194.97          |            |
| Taxes and Surcharges               | 23.40           |            |
| Current Invoice Total              |                 | \$218.37   |
| <hr/>                              |                 |            |
| Total Amount Due Including Balance | >               | \$655.11   |

### Questions about your invoice?

You can contact us:

1-877-452-5782  
or \*611 from your  
Globalstar Phone

[www.globalstar.com](http://www.globalstar.com)

or email us at  
[customerservice@globalstar.com](mailto:customerservice@globalstar.com)

or visit us at  
[myaccount.globalstar.com](http://myaccount.globalstar.com)



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GBSL0024



Please detach and return bottom portion with your payment

|                                            |                  |            |             |
|--------------------------------------------|------------------|------------|-------------|
| Use Customer Number for Electronic Payment | Due Date         | Amount Due | Amount Paid |
| CUST0050443119                             | 11/16/2015       | \$655.11   | \$          |
| Account Number                             | Inv No           | Ref No     |             |
| s.17                                       | 1000000006883540 | 50436397   |             |

Payable at Most Financial Institutions

Send Payment to:

Vance Meroniuk  
Provincial Treasury, Bc  
620 SUPERIOR ST  
VICTORIA BC V8V 1V2

0008652 - 0052715

Globalstar Canada  
P.O. Box 8013 Postal Station "A"  
Toronto, Ontario M5W 3W5  
Canada

5043 6397 1000 0000 0688 3540 4 0000 0655 11 4

150139001



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006883540  
Bill Close Date: 10/21/2015

Page 2 of 6

Thank you for choosing Globalstar. For billing or payment inquiries please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in Satellite mode.

**General Information about your Globalstar Canada invoice.**

**1. How to pay your Invoice:**

**By cheque through the mail.** Please write your account number on the cheque and make it payable to Globalstar Canada Satellite Co. Please include your payment and remittance form in the return envelope provided.

Globalstar Canada payment address: Globalstar Canada Satellite Co.  
PO Box 8013  
Postal Station "A"  
Toronto, Ontario  
M5W 3W5

**Bank payments** are accepted at most financial institutions.

**Monthly pre-authorized chequing.** An automatic withdrawal is made from your bank account each month, on or within 28 days after your bill date. Please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode, for more details.

**Credit card payments.**

**Monthly credit card payments.** An automatic charge is placed on your credit card each month, on or within 28 days after your bill date.

**One time credit card payments.** One-time payments on your credit card are available by contacting Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode.

**2. Late Payment Charges:**

A late payment charge of 2.0% is applied on any balance unpaid one month after the date of the bill

**3. Invoice Inquiries:**

Please contact our Customer Care department at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode. Please do not enclose messages with payment, instead write us at:

Globalstar Canada Satellite Co.  
Customer Care  
115 Matheson Blvd. West,  
Suite 100  
Mississauga, Ontario  
L5R 3L1

Any investigation of charges on this invoice must be made within 90 days of this statement date, for a credit to be applied.

**4. Airtime Charges:**

Airtime charges are billed in one minute increments, unless otherwise specified. Bundled minutes will be applied to the Home Territory airtime only and used in the earliest part of each billing period. Any unused bundled minutes will not be carried forward or credited against the next months billing period.

**5. Terms and Conditions:**

Customers use of the Globalstar service shall obligate Customer to, and shall constitute Customers acceptance of, the Terms and Conditions. Terms and Conditions of service are provided to all new Customers. If you require additional copies, please contact Customer Care.



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006883540  
Bill Close Date: 10/21/2015

Page 3 of 6

## Account Charges Summary

### Monthly Activity

| <u>Contract #</u> | <u>ESN/SIM #</u> | <u>MDN</u> | <u>Plan Description</u> | <u>Charges</u> |
|-------------------|------------------|------------|-------------------------|----------------|
| 50738380          | s.15,s.17        |            | Galaxy 1200             | 0.00           |
| 50725189          |                  |            | Orbit 100               | 64.99          |
| 50725188          |                  |            | Orbit 100               | 64.99          |
| 50725187          |                  |            | Orbit 100               | 64.99          |

**Total Monthly Activity Charges**

**\$194.97**

### Taxes & Surcharges

|                                    |       |
|------------------------------------|-------|
| PST British Columbia               | 13.65 |
| BC GST/TPS HST/TVH No.: 87890 7666 | 9.75  |

**Total Taxes & Surcharges**

**\$23.40**

Account Name: Vance Meroniuk  
Account Number: s.17  
Bill Close Date: 10/21/2015

## Contract Charges Detail

| Services                          |                          |         |
|-----------------------------------|--------------------------|---------|
| Galaxy 1200                       |                          |         |
| ESN/SIM: s.15,s.17                |                          |         |
| MDN: s.15,s.17                    |                          |         |
| Contract Code: 50738380           |                          |         |
| Description                       | Service Period           | Charges |
| Galaxy 1200                       |                          |         |
| Call Forward Busy                 | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward No Reply             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward Unconditional        | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forwarding - Default         | 09/21/2015 -- 10/20/2015 | 0.00    |
| Circuit Switched Data             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Packet Data                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| SMS Inbound                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| Express Data                      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Telephony                         | 10/21/2015 -- 11/20/2015 | 0.00    |
| Voice Mail                        | 10/21/2015 -- 11/20/2015 | 0.00    |
| Total Service Charges and Credits |                          | 0.00    |

Sub-total of Monthly Activity for s.15,s.17 \$0.00

| Services                          |                          |         |
|-----------------------------------|--------------------------|---------|
| Orbit 100                         |                          |         |
| ESN/SIM: s.15,s.17                |                          |         |
| MDN: s.15,s.17                    |                          |         |
| Contract Code: 50725189           |                          |         |
| Description                       | Service Period           | Charges |
| Orbit 100                         |                          |         |
| Call Forward Busy                 | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward No Reply             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward Unconditional        | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forwarding - Default         | 09/21/2015 -- 10/20/2015 | 0.00    |
| Circuit Switched Data             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Packet Data                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| SMS Inbound                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| Express Data                      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Telephony                         | 10/21/2015 -- 11/20/2015 | 64.99   |
| Voice Mail                        | 10/21/2015 -- 11/20/2015 | 0.00    |
| Total Service Charges and Credits |                          | 64.99   |

Sub-total of Monthly Activity for s.15,s.17 \$64.99

| Services                          |                          |         |
|-----------------------------------|--------------------------|---------|
| Orbit 100                         |                          |         |
| ESN/SIM: s.15,s.17                |                          |         |
| MDN: s.15,s.17                    |                          |         |
| Contract Code: 50725188           |                          |         |
| Description                       | Service Period           | Charges |
| Orbit 100                         |                          |         |
| Call Forward Busy                 | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward No Reply             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward Unconditional        | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forwarding - Default         | 09/21/2015 -- 10/20/2015 | 0.00    |
| Circuit Switched Data             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Packet Data                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| SMS Inbound                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| Express Data                      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Telephony                         | 10/21/2015 -- 11/20/2015 | 0.00    |
| Voice Mail                        | 10/21/2015 -- 11/20/2015 | 0.00    |
| Total Service Charges and Credits |                          | 0.00    |

Sub-total of Monthly

| Services                          |                          |         |
|-----------------------------------|--------------------------|---------|
| Orbit 100                         |                          |         |
| ESN/SIM: s.15,s.17                |                          |         |
| MDN: s.15,s.17                    |                          |         |
| Contract Code: 50725187           |                          |         |
| Description                       | Service Period           | Charges |
| Orbit 100                         |                          |         |
| Call Forward Busy                 | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward No Reply             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forward Unconditional        | 09/21/2015 -- 10/20/2015 | 0.00    |
| Call Forwarding - Default         | 09/21/2015 -- 10/20/2015 | 0.00    |
| Circuit Switched Data             | 09/21/2015 -- 10/20/2015 | 0.00    |
| Packet Data                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| SMS Inbound                       | 09/21/2015 -- 10/20/2015 | 0.00    |
| Express Data                      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Telephony                         | 10/21/2015 -- 11/20/2015 | 0.00    |
| Voice Mail                        | 10/21/2015 -- 11/20/2015 | 0.00    |
| Total Service Charges and Credits |                          | 0.00    |

Sub-total of Monthly



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006801685  
Bill Close Date: 09/21/2015

Page 1 of 6

## Invoice Summary

| Due Date                           | Current Charges | Amount Due |
|------------------------------------|-----------------|------------|
| 10/17/2015                         | \$218.37        | \$436.74   |
| <hr/>                              |                 |            |
| Previous Balance                   | 436.74          |            |
| Payments - Thank You               | 218.37CR        |            |
| Balance                            |                 | \$218.37   |
| <hr/>                              |                 |            |
| Current Charges                    |                 |            |
| Monthly Activity - 4 Service(s)    | 194.97          |            |
| Taxes and Surcharges               | 23.40           |            |
| Current Invoice Total              |                 | \$218.37   |
| <hr/>                              |                 |            |
| Total Amount Due Including Balance | >               | \$436.74   |

### Questions about your invoice?

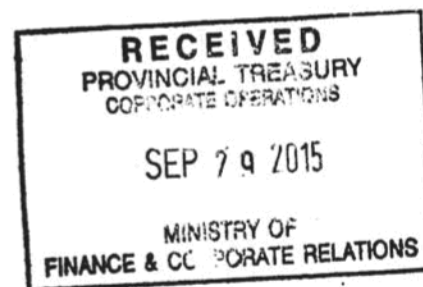
You can contact us:

1-877-452-5782  
or \*611 from your  
Globalstar Phone

[www.globalstar.com](http://www.globalstar.com)

or email us at  
[customerservice@globalstar.com](mailto:customerservice@globalstar.com)

or visit us at  
[myaccount.globalstar.com](http://myaccount.globalstar.com)



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Please detach and return bottom portion with your payment

|                                            |                  |            |             |
|--------------------------------------------|------------------|------------|-------------|
| Use Customer Number for Electronic Payment | Due Date         | Amount Due | Amount Paid |
| CUST0050443119                             | 10/17/2015       | \$436.74   | \$          |
| Account Number                             | Inv No           | Ref No     |             |
| s.17                                       | 1000000006801685 | 50436397   |             |

Payable at Most Financial Institutions

Send Payment to:

Vance Meroniuk  
Provincial Treasury, Bc  
620 SUPERIOR ST  
VICTORIA BC V8V 1V2

0008793 - 0053715

Globalstar Canada  
P.O. Box 8013 Postal Station "A"  
Toronto, Ontario M5W 3W5  
Canada

5043 6397 1000 0000 0680 1685 1 0000 0436 74 0

150139001

Thank you for choosing Globalstar. For billing or payment inquiries please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in Satellite mode.

**General Information about your Globalstar Canada invoice.**

**1. How to pay your Invoice:**

By cheque through the mail. Please write your account number on the cheque and make it payable to Globalstar Canada Satellite Co. Please include your payment and remittance form in the return envelope provided.

Globalstar Canada payment address:

Globalstar Canada Satellite Co.  
 PO Box 8013  
 Postal Station "A"  
 Toronto, Ontario  
 M5W 3W5

Bank payments are accepted at most financial institutions.

**Monthly pre-authorized chequing.** An automatic withdrawal is made from your bank account each month, on or within 28 days after your bill date. Please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode, for more details.

**Credit card payments.**

**Monthly credit card payments.** An automatic charge is placed on your credit card each month, on or within 28 days after your bill date.

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Globalstar Canada Satellite Co.  
 Customer Care  
 115 Matheson Blvd. West,  
 Suite 100  
 Mississauga, Ontario  
 L5R 3L1

Any investigation of charges on this invoice must be made within 90 days of this statement date, for a credit to be applied.

**4. Airtime Charges:**

Airtime charges are billed in one minute increments, unless otherwise specified. Bundled minutes will be applied to the Home Territory airtime only and used in the earliest part of each billing period. Any unused bundled minutes will not be carried forward or credited against the next months billing period.

**5. Terms and Conditions:**

Customers use of the Globalstar service shall obligate Customer to, and shall constitute Customers acceptance of, the Terms and Conditions. Terms and Conditions of service are provided to all new Customers. If you require additional copies please contact Customer Care.





Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006801685  
Bill Close Date: 09/21/2015

Page 3 of 6

## Account Charges Summary

### Payments

|                       |         |                    |
|-----------------------|---------|--------------------|
| 08/24/2015            | Payment | 218.37CR           |
| <b>Total Payments</b> |         | <b>\$218.37 CR</b> |

### Monthly Activity

| <u>Contract #</u>                     | <u>ESN/SIM #</u> | <u>MDN</u> | <u>Plan Description</u> | <u>Charges</u>  |
|---------------------------------------|------------------|------------|-------------------------|-----------------|
| 50738380                              | s.15,s.17        |            | Galaxy 1200             | 0.00            |
| 50725189                              |                  |            | Orbit 100               | 64.99           |
| 50725188                              |                  |            | Orbit 100               | 64.99           |
| 50725187                              |                  |            | Orbit 100               | 64.99           |
| <b>Total Monthly Activity Charges</b> |                  |            |                         | <b>\$194.97</b> |

### Taxes & Surcharges

|                                     |                |
|-------------------------------------|----------------|
| PST British Columbia                | 13.65          |
| BC GST/TPS HST/TVH No.: 87890 7666  | 9.75           |
| <b>Total Taxes &amp; Surcharges</b> | <b>\$23.40</b> |

Account Name: Vance Meroniuk  
Account Number: s.17  
Bill Close Date: 09/21/2015

## Contract Charges Detail

| Services                          |                          |         |
|-----------------------------------|--------------------------|---------|
| Galaxy 1200                       |                          |         |
| MDN: s.15,s.17                    |                          |         |
| Contract Code: 50738380           |                          |         |
| ESN/SIM: s.15,s.17                |                          |         |
| Description                       | Service Period           | Charges |
| Galaxy 1200                       |                          |         |
| Call Forward Busy                 | 08/21/2015 -- 09/20/2015 | 0.00    |
| Call Forward No Reply             | 08/21/2015 -- 09/20/2015 | 0.00    |
| Call Forward Unconditional        | 08/21/2015 -- 09/20/2015 | 0.00    |
| Call Forwarding - Default         | 08/21/2015 -- 09/20/2015 | 0.00    |
| Circuit Switched Data             | 08/21/2015 -- 09/20/2015 | 0.00    |
| Packet Data                       | 08/21/2015 -- 09/20/2015 | 0.00    |
| SMS Inbound                       | 08/21/2015 -- 09/20/2015 | 0.00    |
| Express Data                      | 09/21/2015 -- 10/20/2015 | 0.00    |
| Telephony                         | 09/21/2015 -- 10/20/2015 | 0.00    |
| Voice Mail                        | 09/21/2015 -- 10/20/2015 | 0.00    |
| Total Service Charges and Credits |                          | 0.00    |

Sub-total of Monthly Activity for s.15,s.17 **\$0.00**

| Services                          |                          |         |
|-----------------------------------|--------------------------|---------|
| Orbit 100                         |                          |         |
| MDN: s.15,s.17                    |                          |         |
| Contract Code: 50725189           |                          |         |
| ESN/SIM: s.15,s.17                |                          |         |
| Description                       | Service Period           | Charges |
| Orbit 100                         |                          |         |
| Call Forward Busy                 | 08/21/2015 -- 09/20/2015 | 0.00    |
| Call Forward No Reply             | 08/21/2015 -- 09/20/2015 | 0.00    |
| Call Forward Unconditional        | 08/21/2015 -- 09/20/2015 | 0.00    |
| Call Forwarding - Default         | 08/21/2015 -- 09/20/2015 | 0.00    |
| Circuit Switched Data             | 08/21/2015 -- 09/20/2015 | 0.00    |
| Packet Data                       | 08/21/2015 -- 09/20/2015 | 0.00    |
| SMS Inbound                       | 08/21/2015 -- 09/20/2015 | 0.00    |
| Express Data                      | 09/21/2015 -- 10/20/2015 | 0.00    |
| Telephony                         | 09/21/2015 -- 10/20/2015 | 64.99   |
| Voice Mail                        | 09/21/2015 -- 10/20/2015 | 0.00    |
| Total Service Charges and Credits |                          | 64.99   |

Sub-total of Monthly Activity for s.15,s.17 **\$64.99**

| Services                          |                          |      |
|-----------------------------------|--------------------------|------|
| Orbit 100                         |                          |      |
| MDN: s.15,s.17                    |                          |      |
| Contract Code: 50725188           |                          |      |
| Description                       | Service Period           |      |
| Orbit 100                         |                          |      |
| Call Forward Busy                 | 08/21/2015 -- 09/20/2015 | 0.00 |
| Call Forward No Reply             | 08/21/2015 -- 09/20/2015 | 0.00 |
| Call Forward Unconditional        | 08/21/2015 -- 09/20/2015 | 0.00 |
| Call Forwarding - Default         | 08/21/2015 -- 09/20/2015 | 0.00 |
| Circuit Switched Data             | 08/21/2015 -- 09/20/2015 | 0.00 |
| Packet Data                       | 08/21/2015 -- 09/20/2015 | 0.00 |
| SMS Inbound                       | 08/21/2015 -- 09/20/2015 | 0.00 |
| Express Data                      | 09/21/2015 -- 10/20/2015 | 1.00 |
| Telephony                         | 09/21/2015 -- 10/20/2015 | 1.00 |
| Voice Mail                        | 09/21/2015 -- 10/20/2015 | 1.00 |
| Total Service Charges and Credits |                          | 3.00 |

Sub-total of Monthly

| Services                          |                          |      |
|-----------------------------------|--------------------------|------|
| Orbit 100                         |                          |      |
| MDN: s.15,s.17                    |                          |      |
| Contract Code: 50725187           |                          |      |
| Description                       | Service Period           |      |
| Orbit 100                         |                          |      |
| Call Forward Busy                 | 08/21/2015 -- 09/20/2015 | 0.00 |
| Call Forward No Reply             | 08/21/2015 -- 09/20/2015 | 0.00 |
| Call Forward Unconditional        | 08/21/2015 -- 09/20/2015 | 0.00 |
| Call Forwarding - Default         | 08/21/2015 -- 09/20/2015 | 0.00 |
| Circuit Switched Data             | 08/21/2015 -- 09/20/2015 | 0.00 |
| Packet Data                       | 08/21/2015 -- 09/20/2015 | 0.00 |
| SMS Inbound                       | 08/21/2015 -- 09/20/2015 | 0.00 |
| Express Data                      | 09/21/2015 -- 10/20/2015 | 1.00 |
| Telephony                         | 09/21/2015 -- 10/20/2015 | 1.00 |
| Voice Mail                        | 09/21/2015 -- 10/20/2015 | 1.00 |
| Total Service Charges and Credits |                          | 3.00 |

Sub-total of Monthly



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006718934  
Bill Close Date: 08/21/2015

Page 1 of 6

## Invoice Summary

| Due Date                           | Current Charges | Amount Due |
|------------------------------------|-----------------|------------|
| 09/16/2015                         | \$218.37        | \$436.74   |
| <hr/>                              |                 |            |
| Previous Balance                   | 1,732.53        |            |
| Payments - Thank You               | 1,514.16CR      |            |
| Balance                            |                 | \$218.37   |
| <hr/>                              |                 |            |
| Current Charges                    |                 |            |
| Monthly Activity - 4 Service(s)    | 194.97          |            |
| Taxes and Surcharges               | 23.40           |            |
| Current Invoice Total              |                 | \$218.37   |
| <hr/>                              |                 |            |
| Total Amount Due Including Balance | >               | \$436.74   |

### Questions about your invoice?

You can contact us:

1-877-452-5782  
or \*611 from your  
Globalstar Phone

[www.globalstar.com](http://www.globalstar.com)

or email us at  
[customerservice@globalstar.com](mailto:customerservice@globalstar.com)

or visit us at  
[myaccount.globalstar.com](http://myaccount.globalstar.com)



E

SEP 16 2015



Please detach and return bottom portion with your payment

Use Customer Number for Electronic Payment

Due Date

Amount Due

Amount Paid

CUST0050443119

09/16/2015

\$436.74

\$

Account Number

s.17

Inv No

1000000006718934

Ref No

50436397

Payable at Most Financial Institutions

Send Payment to:

Vance Meroniuk  
Provincial Treasury, Bc  
620 SUPERIOR ST  
VICTORIA BC V8V 1V2

0008845 - 0054115

Globalstar Canada  
P.O. Box 8013 Postal Station "A"  
Toronto, Ontario M5W 3W5  
Canada

5043 6397 1000 0000 0671 8934 6 0000 0436 74 4

150139001



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006718934  
Bill Close Date: 08/21/2015

Page 2 of 6

Thank you for choosing Globalstar. For billing or payment inquiries please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in Satellite mode.

#### General Information about your Globalstar Canada invoice.

##### 1. How to pay your Invoice:

**By cheque through the mail.** Please write your account number on the cheque and make it payable to Globalstar Canada Satellite Co. Please include your payment and remittance form in the return envelope provided.

Globalstar Canada payment address:

Globalstar Canada Satellite Co.  
PO Box 8013  
Postal Station "A"  
Toronto, Ontario  
M5W 3W5

**Bank payments** are accepted at most financial institutions.

**Monthly pre-authorized chequing.** An automatic withdrawal is made from your bank account each month, on or within 28 days after your bill date. Please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode, for more details.

##### **Credit card payments.**

**Monthly credit card payments.** An automatic charge is placed on your credit card each month, on or within 28 days after your bill date.

**One time credit card payments.** One-time payments on your credit card are available by contacting Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode.

##### 2. Late Payment Charges:

A late payment charge of 2.0% is applied on any balance unpaid one month after the date of the bill

##### 3. Invoice Inquiries:

Please contact our Customer Care department at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode. Please do not enclose messages with payment, instead write us at:

Globalstar Canada Satellite Co.  
Customer Care  
115 Matheson Blvd. West,  
Suite 100  
Mississauga, Ontario  
L5R 3L1

Any investigation of charges on this invoice must be made within 90 days of this statement date, for a credit to be applied.

##### 4. Airtime Charges:

Airtime charges are billed in one minute increments, unless otherwise specified. Bundled minutes will be applied to the Home Territory airtime only and used in the earliest part of each billing period. Any unused bundled minutes will not be carried forward or credited against the next months billing period.

##### 5. Terms and Conditions:

Customers use of the Globalstar service shall obligate Customer to, and shall constitute Customers acceptance of, the Terms and Conditions. Terms and Conditions of service are provided to all new Customers. If you require additional copies please contact Customer Care.



Electronic Payment: CUS10050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006718934  
Bill Close Date: 08/21/2015

Page 3 of 6

## Account Charges Summary

### Payments

|                       |         |                      |
|-----------------------|---------|----------------------|
| 07/23/2015            | Payment | 1,514.16CR           |
| <b>Total Payments</b> |         | <b>\$1,514.16 CR</b> |

### Monthly Activity

| <u>Contract #</u>                     | <u>ESN/SIM #</u> | <u>MDN</u> | <u>Plan Description</u> | <u>Charges</u>  |
|---------------------------------------|------------------|------------|-------------------------|-----------------|
| 50738380                              | s.15,s.17        |            | Galaxy 1200             | 0.00            |
| 50725189                              |                  |            | Orbit 100               | 64.99           |
| 50725188                              |                  |            | Orbit 100               | 64.99           |
| 50725187                              |                  |            | Orbit 100               | 64.99           |
| <b>Total Monthly Activity Charges</b> |                  |            |                         | <b>\$194.97</b> |

### Taxes & Surcharges

|                                     |                |
|-------------------------------------|----------------|
| PST British Columbia                | 13.65          |
| BC GST/TPS HST/TVH No.: 87890 7666  | 9.75           |
| <b>Total Taxes &amp; Surcharges</b> | <b>\$23.40</b> |

## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 19, 2015 11:06 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Attachments:** 2015-NOV-19 GLOBALSTAR OUTSTANDING INVOICES - PROV TREASURY PROV OF BC.pdf  
**Importance:** High

FYI

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Thursday, November 19, 2015 10:51 AM  
**To:** 'Arnel Bernabe'  
**Cc:** Meroniuk, Vance A FIN:EX  
**Subject:** Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Arnel,

Please see below. There are still three of Finance's Sat Phones that are still on the Orbit Plan but should be on the Galaxy 1200. Can you please have them adjusted so that we can pay this invoice?

Give me a call if you need clarification.

Thank you, Michael.

**Michael Cormack**  
**Senior Advisor, Business Continuity Planning**

Ministry of Finance  
Corporate Services Division  
Serving the Ministry of Finance and the PSA  
Cell: 250-896-7376 Email: [Michael.Cormack@gov.bc.ca](mailto:Michael.Cormack@gov.bc.ca)

*"The only thing harder than planning for a disaster is explaining why you didn't"* (Unknown)



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006883540  
Bill Close Date: 10/21/2015

## Account Charges Summary

---

### Monthly Activity

| <u>Contract #</u> | <u>ESN/SIM #</u> | <u>MDN</u> | <u>Plan Description</u> |
|-------------------|------------------|------------|-------------------------|
| 50738380          | s.15,s.17        |            | Galaxy 1200             |
| 50725189          |                  |            | Orbit 100               |
| 50725188          |                  |            | Orbit 100               |
| 50725187          |                  |            | Orbit 100               |

---

### Total Monthly Activity Charges

---

### Taxes & Surcharges

PST British Columbia  
BC GST/TPS HST/TVH No.: 87890 7666

---

### Total Taxes & Surcharges

---

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 19, 2015 10:08 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Mike,

Here are the invoices that need to be fixed.

Cheers,

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Tuesday, December 8, 2015 12:23 PM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Payment Needed to Stay Connected with Globalstar

FYI

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [<mailto:noreply@globalstar.com>]  
**Sent:** Tuesday, December 8, 2015 7:23 AM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Payment Needed to Stay Connected with Globalstar



Dear Valued Customer,

Our records indicate that your airtime account s.17 is severely past due. Your account has been hotlined and **you must remit payment within 30 days.**

You can pay your balance by calling Globalstar Customer Care at 1- 888-240-9341 (North America) or 1-985-327-7500 (outside North America) or by logging into <https://myaccount.globalstar.com> or <https://login.findmespot.com> for SPOT Global Phone customers. Customer Care is available to assist between the hours of 8am and Midnight EST Monday - Friday. Alternately, if you would like to report a payment, please send full remittance details to us at [GCANAirtimerecollections@globalstar.ca](mailto:GCANAirtimerecollections@globalstar.ca) and we will respond within 24 hours.

If you have questions or concerns regarding your account, please contact Globalstar Customer Care at 1- 888-240-9341 (North America) or 1-985-327-7500 (outside North America).

Thank you for your continued business.

Globalstar Collections Department  
North America: 1- 888-240-9341  
Outside North America: 1-985-327-7500



## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Wednesday, December 9, 2015 3:05 PM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Heads up - Globalstar Activation Submission Received-Account Number: s.17

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Tuesday, December 1, 2015 12:28 PM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Heads up - Globalstar Activation Submission Received-Account Number: s.17

Hi Vance,

Please see below. Arnel advises that the Sat Phone billing should be correct now. Can you confirm when the next bill arrives?

Thanks, Michael.

---

**From:** Arnel Bernabe [<mailto:arnel@ralphs.ca>]  
**Sent:** Tuesday, December 1, 2015 11:48 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** RE: Follow up - Globalstar Activation Submission Received-Account Number: s.17

Hi Michael: My apologies, I forgot to let you know. This was completed on November 19<sup>th</sup>.  
thanks

**Arnel Bernabe**  
**Ralph's Radio Ltd.**  
815 View Street  
Victoria BC V8W 1K1  
Tel: 250-386-7100  
Cell: 250-888-8092  
Email: [arnel@ralphs.ca](mailto:arnel@ralphs.ca)  
[www.ralphs.ca](http://www.ralphs.ca)



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---

**From:** Cormack, Michael FIN:EX [<mailto:Michael.Cormack@gov.bc.ca>]  
**Sent:** Monday, November 30, 2015 1:42 PM  
**To:** 'Arnel Bernabe'  
**Subject:** Follow up - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Arnel,

Following up to see if you were able to get the pricing fixed for three of Finance's Sat Phones?

Thanks, Michael.

---

**From:** Cormack, Michael FIN:EX  
**Sent:** Thursday, November 19, 2015 10:51 AM  
**To:** 'Arnel Bernabe'  
**Cc:** Meroniuk, Vance A FIN:EX  
**Subject:** Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Arnel,

Please see below. There are still three of Finance's Sat Phones that are still on the Orbit Plan but should be on the Galaxy 1200. Can you please have them adjusted so that we can pay this invoice?

Give me a call if you need clarification.

Thank you, Michael.

**Michael Cormack**  
**Senior Advisor, Business Continuity Planning**

Ministry of Finance  
Corporate Services Division  
Serving the Ministry of Finance and the PSA  
Cell: 250-896-7376 Email: [Michael.Cormack@gov.bc.ca](mailto:Michael.Cormack@gov.bc.ca)

*"The only thing harder than planning for a disaster is explaining why you didn't" (Unknown)*



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006883540  
Bill Close Date: 10/21/2015

## Account Charges Summary

### Monthly Activity

| <u>Contract #</u> | <u>ESN/SIM #</u> | <u>MDN</u> | <u>Plan Description</u> |
|-------------------|------------------|------------|-------------------------|
| 50738380          | s.15,s.17        |            | Galaxy 1200             |
| 50725189          |                  |            | Orbit 100               |
| 50725188          |                  |            | Orbit 100               |
| 50725187          |                  |            | Orbit 100               |

### Total Monthly Activity Charges

### Taxes & Surcharges

|                                    |   |
|------------------------------------|---|
| PST British Columbia               | 1 |
| BC GST/TPS HST/TVH No.: 87890 7666 |   |

### Total Taxes & Surcharges

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Thursday, November 19, 2015 10:08 AM  
**To:** Cormack, Michael FIN:EX  
**Subject:** FW: Favour please - Globalstar Activation Submission Received-Account Number: s.17  
**Importance:** High

Hi Mike,

Here are the invoices that need to be fixed.

Cheers,

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

## Roncato, Gina FIN:EX

---

**From:** Meroniuk, Vance A FIN:EX  
**Sent:** Wednesday, January 6, 2016 1:58 PM  
**To:** Roncato, Gina FIN:EX  
**Subject:** FW: Payment Needed to Stay Connected with Globalstar

FYi,

Where are we at with this?

Vance Meroniuk, CGA  
Manager of Corporate Operations  
Provincial Treasury  
Ministry of Finance  
(250) 387-7124

-----Original Message-----

**From:** [noreply@globalstar.com](mailto:noreply@globalstar.com) [<mailto:noreply@globalstar.com>]  
**Sent:** Wednesday, January 6, 2016 11:58 AM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Payment Needed to Stay Connected with Globalstar

leftgrad<[http://common.globalstar.com/announcements/gstar\\_news/us/dealer/oct/lgrad.png](http://common.globalstar.com/announcements/gstar_news/us/dealer/oct/lgrad.png)>  
gstar logo <<http://www.globalstar.com>> globalstar.com  
<<http://www.globalstar.com>> productsAndServices  
<<http://www.globalstar.com/en/index.php?cid=1000>> presscenter  
<<http://www.globalstar.com/en/index.php?cid=7010>>  
colorbar<[http://common.globalstar.com/announcements/gstar/us/en/templates/color\\_bar.jpg](http://common.globalstar.com/announcements/gstar/us/en/templates/color_bar.jpg)>

Dear Valued Customer,

Our records indicate that your airtime account s.17 is severely past due. Your account has been hotlined and you must remit payment within 30 days.

You can pay your balance by calling Globalstar Customer Care at 1- 888-240-9341 (North America) or 1-985-327-7500 (outside North America) or by logging into <https://myaccount.globalstar.com> or <https://login.findmespot.com> for SPOT Global Phone customers. Customer Care is available to assist between the hours of 8am and Midnight EST Monday - Friday. Alternately, if you would like to report a payment, please send full remittance details to us at [GCANAirtimecollections@globalstar.ca](mailto:GCANAirtimecollections@globalstar.ca) and we will respond within 24 hours.

If you have questions or concerns regarding your account, please contact Globalstar Customer Care at 1- 888-240-9341 (North America) or 1-985-327-7500 (outside North America).

Thank you for your continued business.

Globalstar Collections Department  
North America: 1- 888-240-9341  
Outside North America: 1-985-327-7500

rightgrad<[http://common.globalstar.com/announcements/gstar\\_news/us/dealer/oct/rgrad.png](http://common.globalstar.com/announcements/gstar_news/us/dealer/oct/rgrad.png)>

leftgrad<[http://common.globalstar.com/announcements/gstar\\_news/us/dealer/oct/lgrad2.png](http://common.globalstar.com/announcements/gstar_news/us/dealer/oct/lgrad2.png)>

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support <<http://www.globalstar.com/en/index.php?cid=4000>>      aboutgstar  
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<<http://www.globalstar.com/en/index.php?cid=4340>>      gstarcopyright  
<<http://www.globalstar.com>>

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footergraphicsEN<[http://common.globalstar.com/announcements/gstar/us/en/templates/footer\\_graphics.jpg](http://common.globalstar.com/announcements/gstar/us/en/templates/footer_graphics.jpg)>

## Roncato, Gina FIN:EX

---

**From:** Roncato, Gina FIN:EX  
**Sent:** Thursday, January 14, 2016 10:05 AM  
**To:** CFFSHELP, FIN FIN:EX  
**Cc:** O'Rae, Matthew FIN:EX  
**Subject:** Emailing: GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 -FOR PYMT -THNX  
**Attachments:** GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 -PYMT-SCAN.pdf  
**Categories:** DRs App

Your message is ready to be sent with the following file or link attachments:

GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 -PYMT-SCAN

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

## Roncato, Gina FIN:EX

---

**From:** Murphy, Sylvia FIN:EX  
**Sent:** Friday, January 15, 2016 10:06 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** RE: PLS. CANCEL -- GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 -FOR PYMT -THNX

Ok, will do.

Thanks,

Sylvia

Sylvia Murphy  
Financial Services Representative  
Corporate Financial and Facilities Services Branch Ministry of Finance  
Phone: (778) 677-0083 Fax: (250) 356-7326  
E-mail: [Sylvia.Murphy@gov.bc.ca](mailto:Sylvia.Murphy@gov.bc.ca)  
Website: <http://gww.fin.gov.bc.ca/>  
Serving the Ministries of Finance, the Office of the Premier, all Minister's Offices and various other entities

-----Original Message-----

From: Roncato, Gina FIN:EX  
Sent: Friday, January 15, 2016 9:56 AM  
To: CFFSHELP, FIN FIN:EX  
Cc: Murphy, Sylvia FIN:EX  
Subject: RE: PLS. CANCEL -- GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 - FOR PYMT -THNX

Hi Sylvia, could you pls. just shred this one for now. I need to look into it further before proceeding.

Thanks very much,

G.

-----Original Message-----

From: CFFSHELP, FIN FIN:EX  
Sent: Friday, January 15, 2016 9:39 AM  
To: Roncato, Gina FIN:EX  
Subject: FW: Emailing: GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 -FOR PYMT -THNX

Hi Gina,

The math on this one isn't working out - there is no coding for the outstanding balance being carried forward. Could you please take a look?

Thanks,

Sylvia

Sylvia Murphy  
Financial Services Representative  
Corporate Financial and Facilities Services Branch Ministry of Finance



Phone: (778) 677-0083 Fax: (250) 356-7326

E-mail: [Sylvia.Murphy@gov.bc.ca](mailto:Sylvia.Murphy@gov.bc.ca)

Website: <http://gww.fin.gov.bc.ca/>

Serving the Ministries of Finance, the Office of the Premier, all Minister's Offices and various other entities

-----Original Message-----

From: Roncato, Gina FIN:EX

Sent: Thursday, January 14, 2016 10:05 AM

To: CFFSHELP, FIN FIN:EX

Cc: O'Rae, Matthew FIN:EX

Subject: Emailing: GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 -FOR PYMT - THNX

Your message is ready to be sent with the following file or link attachments:

GLOBALSTAR NOV 21- 2015 INV#1000000006954551- Ref 50436397 -PYMT-SCAN

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.



Where ideas work

Ministry of Finance  
INVOICE CODING SHEETRETURN CHEQUE TO MINISTRY?  
(if yes, enter "D")FOREIGN CURRENCY?  
(if yes, enter "\$")[Link to Invoice Coding Sheet completion instructions.](#)PAYEE NAME GLOBALSTAR CANADA \* SUPPLIER # 150710 \* SITE 1CONTRACT/PO # s.17 INVOICE DATE 21-NOV-2015 INVOICE # 1000000006954551  
DD-MMM-YYYYDATE INVOICE RECEIVED 21-NOV-2015 DATE GOODS/ SERVICES REC'D 21-NOV-2015 RECEIPT #   
DD-MMM-YYYY DD-MMM-YYYY

NAME &amp;/OR ADDRESS OVERRIDE:

GLOBALSTAR CANADA  
PO BOX 8013 – POSTAL STN "A"  
TORONTO, ONT MW53W5

DESCRIPTION FOR CHEQUE STUB:

SATELLITE PHONE SUBSCRIPTION  
REF NO. 50436397DATE CHQ/EFT REQ'D  
(ONLY IF URGENT)

GL DATE (if applicable)

PAY ALONE? YES ☐

DD-MMM-YYYY

DD-MMM-YYYY

OFA STOB &amp; ASSET # (if applicable) :

| AMOUNT<br>(INCLUDING TAX) | PRE-TAX<br>AMOUNT<br>(EXCLUDING TAX) | GST<br>AMOUNT | PST<br>AMOUNT | TAX CODE<br><small>GST &amp; PST, GST, PST,<br/>GST Travel, Other</small> | CL  | RESP  | SERVICE<br>LINE | STOB | PROJECT | NAME &<br>SUPPLIER # if<br>STOB 57 |
|---------------------------|--------------------------------------|---------------|---------------|---------------------------------------------------------------------------|-----|-------|-----------------|------|---------|------------------------------------|
| 2,614.11                  | 1,959.00                             | 209.90        |               | GST and PST                                                               | 022 | 32327 | 34394           | 6317 | 32PT170 |                                    |
|                           |                                      |               |               | 0                                                                         |     |       |                 |      |         |                                    |
|                           |                                      |               |               |                                                                           |     |       |                 |      |         |                                    |
|                           |                                      |               |               |                                                                           |     |       |                 |      |         |                                    |
|                           |                                      |               |               |                                                                           |     |       |                 |      |         |                                    |
|                           |                                      |               |               |                                                                           |     |       |                 |      |         |                                    |
|                           |                                      |               |               |                                                                           |     |       |                 |      |         |                                    |
|                           |                                      |               |               |                                                                           |     |       |                 |      |         |                                    |
|                           |                                      |               |               |                                                                           |     |       |                 |      |         |                                    |
| 2,614.11                  | TOTAL                                |               |               |                                                                           |     |       |                 |      |         |                                    |

## \* EXPENSE AUTHORITY (EA) INFORMATION:

\* MATTHEW O'RAE  
EA PRINTED NAME\* BRIEF PAYMENT DESCRIPTION FOR EA NOTIFICATION:  
Note: This is also the line description displayed on GL detail reports.

\* SATELLITE PHONE SUBSCRIPTION FEE

## \* QUALIFIED RECEIVER (QR) CERTIFICATION:

\* GINA RONCATO  
QR PRINTED NAME  
The goods provided or services delivered have been inspected or reviewed; and the goods or services were properly received and documentation to support the account has been verified (i.e., goods: as ordered, correct quantity and suitable quality; services: as contracted, appropriate deliverables and/or performance criteria met; or other conditions, if any, have been met).\* AUG 17/15  
QR SIGNATURE

## ADDITIONAL INFORMATION OR INSTRUCTIONS:

EFT PAYMENT CUSTOMER #CUST00050443119

## BRANCH BUSINESS CONTACT NAME AND PHONE NUMBER:

GINA RONCATO 250 387-4690

## ACCOUNTS DATE STAMP

\* Note: Fields with an asterisk do not need to be completed for iProcurement invoices.



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006954551  
Bill Close Date: 11/21/2015

Page 1 of 6

## Invoice Summary

| Due Date                           | Current Charges | Amount Due |
|------------------------------------|-----------------|------------|
| 12/17/2015                         | \$1,959.00      | \$2,614.11 |
| <hr/>                              |                 |            |
| Previous Balance                   | 655.11          |            |
| Payments                           | 0.00            |            |
| Balance                            |                 | \$655.11   |
| <hr/>                              |                 |            |
| Current Charges                    |                 |            |
| Monthly Activity - 4 Service(s)    | 2,333.70        |            |
| Other Charges and Credits          | 584.60CR        |            |
| Taxes and Surcharges               | 209.90          |            |
| Current Invoice Total              |                 | \$1,959.00 |
| <hr/>                              |                 |            |
| Total Amount Due Including Balance | >               | \$2,614.11 |

### Questions about your invoice?

You can contact us:

1-877-452-5782  
or \*611 from your  
Globalstar Phone

[www.globalstar.com](http://www.globalstar.com)

or email us at  
[customerservice@globalstar.com](mailto:customerservice@globalstar.com)

or visit us at  
[myaccount.globalstar.com](http://myaccount.globalstar.com)



Please detach and return bottom portion with your payment

|                                            |                  |            |             |
|--------------------------------------------|------------------|------------|-------------|
| Use Customer Number for Electronic Payment | Due Date         | Amount Due | Amount Paid |
| CUST0050443119                             | 12/17/2015       | \$2,614.11 | \$          |
| Account Number                             | Inv No           | Ref No     |             |
| s.17                                       | 1000000006954551 | 50436397   |             |

Payable at Most Financial Institutions

Send Payment to:

Vance Meroniuk  
Provincial Treasury, Bc  
620 SUPERIOR ST  
VICTORIA BC V8V 1V2

0008383 - 0050835

Globalstar Canada  
P.O. Box 8013 Postal Station "A"  
Toronto, Ontario M5W 3W5  
Canada

5043 6397 1000 0000 0695 4551 9 0000 2614 11 3

1 50 1 3 9000



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006954551  
Bill Close Date: 11/21/2015

Page 2 of 6

Thank you for choosing Globalstar. For billing or payment inquiries please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in Satellite mode.

**General Information about your Globalstar Canada invoice.**

**1. How to pay your Invoice:**

By cheque through the mail. Please write your account number on the cheque and make it payable to Globalstar Canada Satellite Co. Please include your payment and remittance form in the return envelope provided.

Globalstar Canada payment address:

Globalstar Canada Satellite Co.  
PO Box 8013  
Postal Station "A"  
Toronto, Ontario  
M5W 3W5

Bank payments are accepted at most financial institutions.

**Monthly pre-authorized chequing.** An automatic withdrawal is made from your bank account each month, on or within 28 days after your bill date. Please contact Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode, for more details.

**Credit card payments.**

**Monthly credit card payments.** An automatic charge is placed on your credit card each month, on or within 28 days after your bill date.

**One time credit card payments.** One-time payments on your credit card are available by contacting Customer Care at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode.

**2. Late Payment Charges:**

A late payment charge of 2.0% is applied on any balance unpaid one month after the date of the bill

**3. Invoice Inquiries:**

Please contact our Customer Care department at 1-877-452-5782 or airtime free at \*611 from your Globalstar phone, while in satellite mode. Please do not enclose messages with payment, instead write us at:

Globalstar Canada Satellite Co.  
Customer Care  
115 Matheson Blvd. West,  
Suite 100  
Mississauga, Ontario  
L5R 3L1

Any investigation of charges on this invoice must be made within 90 days of this statement date, for a credit to be applied.

**4. Airtime Charges:**

Airtime charges are billed in one minute increments, unless otherwise specified. Bundled minutes will be applied to the Home Territory airtime only and used in the earliest part of each billing period. Any unused bundled minutes will not be carried forward or credited against the next months billing period.

**5. Terms and Conditions:**

Customers use of the Globalstar service shall obligate Customer to, and shall constitute Customers acceptance of, the Terms and Conditions. Terms and Conditions of service are provided to all new Customers. If you require additional copies please contact Customer Care.



Electronic Payment: CUST0050443119  
Account Name: Vance Meroniuk  
Account Number: s.17  
Invoice Number: 1000000006954551  
Bill Close Date: 11/21/2015

Page 3 of 6

## Account Charges Summary

### Monthly Activity

| <u>Contract #</u> | <u>ESN/SIM #</u> | <u>MDN</u> | <u>Plan Description</u> | <u>Charges</u> |
|-------------------|------------------|------------|-------------------------|----------------|
| 50738380          | s.15,s.17        |            | Galaxy 1200             | 0.00           |
| 50725189          |                  |            | Galaxy 1200             | 777.90         |
| 50725188          |                  |            | Galaxy 1200             | 777.90         |
| 50725187          |                  |            | Galaxy 1200             | 777.90         |

### Total Monthly Activity Charges

**\$2,333.70**

### Other Charges and Credits

|                            |           |
|----------------------------|-----------|
| Activation Credits/Charges | 584.60 CR |
|----------------------------|-----------|

### Total Other Charges and Credits

**\$584.60CR**

### Taxes & Surcharges

|                                    |        |
|------------------------------------|--------|
| PST British Columbia               | 122.44 |
| BC GST/TPS HST/TVH No.: 87890 7666 | 87.46  |

### Total Taxes & Surcharges

**\$209.90**

Account Name: Vance Meroniuk

Account Number: s.17

Bill Close Date: 11/21/2015

## Contract Charges Detail

| Services                          |                          |         |
|-----------------------------------|--------------------------|---------|
| Galaxy 1200                       |                          |         |
| MDN: s.15,s.17                    |                          |         |
| Contract Code: 50738380           |                          |         |
| ESN/SIM: s.15,s.17                |                          |         |
| Description                       | Service Period           | Charges |
| Galaxy 1200                       |                          |         |
| Call Forward Busy                 | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forward No Reply             | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forward Unconditional        | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forwarding - Default         | 10/21/2015 -- 11/20/2015 | 0.00    |
| Circuit Switched Data             | 10/21/2015 -- 11/20/2015 | 0.00    |
| Packet Data                       | 10/21/2015 -- 11/20/2015 | 0.00    |
| SMS Inbound                       | 10/21/2015 -- 11/20/2015 | 0.00    |
| Express Data                      | 11/21/2015 -- 12/20/2015 | 0.00    |
| Telephony                         | 11/21/2015 -- 12/20/2015 | 0.00    |
| Voice Mail                        | 11/21/2015 -- 12/20/2015 | 0.00    |
| Total Service Charges and Credits |                          | 0.00    |

Sub-total of Monthly Activity for s.15,s.17 \$0.00

| Services                   |                          |         |
|----------------------------|--------------------------|---------|
| Galaxy 1200                |                          |         |
| MDN: s.15,s.17             |                          |         |
| Contract Code: 50725189    |                          |         |
| ESN/SIM: s.15,s.17         |                          |         |
| Description                | Service Period           | Charges |
| Galaxy 1200                |                          |         |
| Express Data               | 10/21/2015 -- 11/19/2015 | 0.00    |
| Telephony                  | 10/21/2015 -- 11/19/2015 | 62.89   |
| Voice Mail                 | 10/21/2015 -- 11/19/2015 | 0.00    |
| Call Forward Busy          | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forward No Reply      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forward Unconditional | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forwarding - Default  | 10/21/2015 -- 11/20/2015 | 0.00    |
| Circuit Switched Data      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Express Data               | 10/21/2015 -- 11/20/2015 | 0.00    |
| Packet Data                | 10/21/2015 -- 11/20/2015 | 0.00    |
| SMS Inbound                | 10/21/2015 -- 11/20/2015 | 0.00    |
| Telephony                  | 10/21/2015 -- 11/20/2015 | -64.99  |
| Voice Mail                 | 10/21/2015 -- 11/20/2015 | 0.00    |
| Express Data               | 11/20/2015 -- 11/20/2015 | 0.00    |
| Telephony                  | 11/20/2015 -- 11/20/2015 | 0.00    |
| Voice Mail                 | 11/20/2015 -- 11/20/2015 | 0.00    |
| Express Data               | 11/21/2015 -- 12/20/2015 | 0.00    |
| Telephony                  | 11/21/2015 -- 12/20/2015 | 0.00    |
| Voice Mail                 | 11/21/2015 -- 12/20/2015 | 0.00    |

Subscription Charges for s.15,s.17

| Description                  | Date       |
|------------------------------|------------|
| CLMAOCC Annual Fee Telephony | 10/21/2015 |

Total Se

Sub-total of Monthly

| Services                   |                |  |
|----------------------------|----------------|--|
| Galaxy 1200                |                |  |
| MDN: s.15,s.17             |                |  |
| Contract Code: 50725188    |                |  |
| ES                         |                |  |
| Description                | Service Period |  |
| Galaxy 1200                |                |  |
| Express Data               | 10/21/2015 --  |  |
| Telephony                  | 10/21/2015 --  |  |
| Voice Mail                 | 10/21/2015 --  |  |
| Call Forward Busy          | 10/21/2015 --  |  |
| Call Forward No Reply      | 10/21/2015 --  |  |
| Call Forward Unconditional | 10/21/2015 --  |  |
| Call Forwarding - Default  | 10/21/2015 --  |  |
| Circuit Switched Data      | 10/21/2015 --  |  |
| Express Data               | 10/21/2015 --  |  |
| Packet Data                | 10/21/2015 --  |  |
| SMS Inbound                | 10/21/2015 --  |  |
| Telephony                  | 10/21/2015 --  |  |
| Voice Mail                 | 10/21/2015 --  |  |
| Express Data               | 11/20/2015 --  |  |
| Telephony                  | 11/20/2015 --  |  |
| Voice Mail                 | 11/20/2015 --  |  |
| Express Data               | 11/21/2015 --  |  |
| Telephony                  | 11/21/2015 --  |  |
| Voice Mail                 | 11/21/2015 --  |  |

Subscription Charges for s.15,s.17

| Description                  | Date       |
|------------------------------|------------|
| CLMAOCC Annual Fee Telephony | 10/21/2015 |

Total Se

Sub-total of Monthly

Account Name: Vance Meroniuk

Account Number: s.17

Bill Close Date: 11/21/2015

Page 6 of 6

## Contract Charges Detail

### Services

Galaxy 1200

ESN/SIM: s.15,s.17

MDN: s.15,s.17

Contract Code: 50725187

| Description                | Service Period           | Charges |
|----------------------------|--------------------------|---------|
| Galaxy 1200                |                          |         |
| Express Data               | 10/21/2015 -- 11/19/2015 | 0.00    |
| Telephony                  | 10/21/2015 -- 11/19/2015 | 62.89   |
| Voice Mail                 | 10/21/2015 -- 11/19/2015 | 0.00    |
| Call Forward Busy          | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forward No Reply      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forward Unconditional | 10/21/2015 -- 11/20/2015 | 0.00    |
| Call Forwarding - Default  | 10/21/2015 -- 11/20/2015 | 0.00    |
| Circuit Switched Data      | 10/21/2015 -- 11/20/2015 | 0.00    |
| Express Data               | 10/21/2015 -- 11/20/2015 | 0.00    |
| Packet Data                | 10/21/2015 -- 11/20/2015 | 0.00    |
| SMS Inbound                | 10/21/2015 -- 11/20/2015 | 0.00    |
| Telephony                  | 10/21/2015 -- 11/20/2015 | -64.99  |
| Voice Mail                 | 10/21/2015 -- 11/20/2015 | 0.00    |
| Express Data               | 11/20/2015 -- 11/20/2015 | 0.00    |
| Telephony                  | 11/20/2015 -- 11/20/2015 | 0.00    |
| Voice Mail                 | 11/20/2015 -- 11/20/2015 | 0.00    |
| Express Data               | 11/21/2015 -- 12/20/2015 | 0.00    |
| Telephony                  | 11/21/2015 -- 12/20/2015 | 0.00    |
| Voice Mail                 | 11/21/2015 -- 12/20/2015 | 0.00    |

### Subscription Charges for s.15,s.17

| Description                       | Date       | Charge |
|-----------------------------------|------------|--------|
| CLMAOCC Annual Fee Telephony      | 10/21/2015 | 780.00 |
| Total Service Charges and Credits |            | 777.90 |

Sub-total of Monthly Activity for s.15,s.17 **\$777.90**

This page is left inte

**Roncato, Gina FIN:EX**

---

**From:** no-reply@globalstar.com  
**Sent:** Friday, January 15, 2016 11:00 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** Globalstar Contact Request for Satellite Phone

Thank you for contacting Globalstar. Your request has been received. A member of our Customer Service team will respond to you as soon as possible.

If you do not receive a reply, please contact [customerservice@globalstar.com](mailto:customerservice@globalstar.com) or call 1-877-452-5782.

Regards,

Globalstar Customer Care  
1-877-452-5782  
[customercare@globalstar.com](mailto:customercare@globalstar.com)  
300 Holiday Square Blvd.  
Covington, Louisiana 70433, USA

---

If you are interested in receiving future promotions from Globalstar Inc., please [subscribe](#) to our email communications.



## Roncato, Gina FIN:EX

---

**From:** Globalstar English <customercare@globalstar.com>  
**Sent:** Sunday, January 17, 2016 10:48 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** 5664 -s.17 - Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT# s.17

Dear Gina Roncato,

Thank you for contacting Globalstar Customer Care.

Please emit the request via a signed company letterhead in order for us to make the requested adjustment in order for us to complete the request.

Thank you,

GLOBALSTAR

Contact Us



-----Original Message-----

**From:** [no-reply@globalstar.com](mailto:no-reply@globalstar.com) [<mailto:no-reply@globalstar.com>]  
**Sent:** Friday, January 15, 2016 1:00 PM  
**To:** Globalstar English  
**Subject:** Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT# s.17

Hello,

A new request has been submitted from the Globalstar Canada Public site- Contact Us form at: [ca.globalstar.com/en/index.php?cid=4130](http://ca.globalstar.com/en/index.php?cid=4130)

Please see below for the information

-----  
**First Name:** Gina  
-----  
**Last Name:** Roncato  
-----  
**Company Name:** Prov. Treas BC  
-----

Email: gina.roncato@gov.bc.ca

-----  
State/Province: BC

-----  
Contact Regarding: Satellite Phone

-----  
ESN: s.15,s.17

-----  
Subject: ACCT# s.17

-----  
Message: INV#1000000006954551- Ref 50436397 -FOR PYMT PLS Charge the this invoice to:  
MINISTRY OF FINANCE - PROV TREASURY BC GINA RONCATO MasterCard PC  
s.17

Thanks very much.

-----  
Country: Canada  
---

## Roncato, Gina FIN:EX

---

**From:** Roncato, Gina FIN:EX  
**Sent:** Monday, January 18, 2016 11:04 AM  
**To:** 'Globalstar English'  
**Subject:** RE: 5664 - s.17 - Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT# s.17  
**Attachments:** 2016-Globalstar PC Auth Form.pdf

Attached pls. find completed form as requested.

Thanks

G.

*Gina Roncato*  
Finance & Admin. Services  
Corporate Operations Branch  
Ministry of Finance - Provincial Treasury  
Province of BC Govt.  
[gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca) / 250 387-4690

---

**From:** Globalstar English [<mailto:customercare@globalstar.com>]  
**Sent:** Sunday, January 17, 2016 10:48 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** 5664 - s.17 - Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT# s.17

Dear Gina Roncato,

Thank you for contacting Globalstar Customer Care.

Please emit the request via a signed company letterhead in order for us to make the requested adjustment in order for us to complete the request.

Thank you,

GLOBALSTAR

Contact Us



-----Original Message-----

From: [no-reply@globalstar.com](mailto:no-reply@globalstar.com) [mailto:[no-reply@globalstar.com](mailto:no-reply@globalstar.com)]

Sent: Friday, January 15, 2016 1:00 PM

To: Globalstar English

Subject: Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT#  
s.17

Hello,

A new request has been submitted from the Globalstar Canada Public site- Contact Us form at:  
[ca.globalstar.com/en/index.php?cid=4130](http://ca.globalstar.com/en/index.php?cid=4130)

Please see below for the information

---  
First Name: Gina

-----  
Last Name: Roncato

-----  
Company Name: Prov. Treas BC

-----  
Email: [gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca)

-----  
State/Province: BC

-----  
Contact Regarding: Satellite Phone

-----  
ESN: s.15,s.17

-----  
Subject: ACCT# s.17

-----  
Message: INV#1000000006954551- Ref 50436397 -FOR PYMT PLS Charge the this invoice to:  
MINISTRY OF FINANCE - PROV TREASURY BC GINA RONCATO MasterCard PC

s.17

Thanks very much.

-----  
Country: Canada

---



## Purchase Card Account Payment Authorization Form

Account Name GLOBALSTAR CANADA

Account Number s.17 Invoice #1000000006954551 Amount: \$2,614.11

Company Name Govt of BC -- Min of Finance -- Provincial Treasury

Credit Card Number s.17 MasterCard

Expiry Date s.17 Validation Code: s.17

Name on Card: Gina Roncato

I, the undersigned have the right to hereby authorize Globalstar Canada to use the above credit card information to pay all Invoices for the above account on billing day.

Name: GINA RONCATO

Phone: 250 387-4690

Signature: G.T.

Date: Jan 18 / 2014

Thank you

## Roncato, Gina FIN:EX

---

**From:** Globalstar English <customercare@globalstar.com>  
**Sent:** Tuesday, January 19, 2016 9:44 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** 5721- s.17 - Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT# s.17

Dear Gina Roncato

Thank you for contacting Globalstar Customer Care

As per your request, we have paid the balance on the account<sup>s.17</sup> in the amount of \$2614.11

Successful: Your transaction has been processed

Payment Confirmation

Payment Amount

Account Balance CAD 2614.11

Payment Option MC

Credit Card No:\* s.17

Expiry Date:\* s.17

Cardholder Name: Gina Roncato

Save credit card information for future use No

Transaction No: 569E749E260A613B71ABB84E457596562AAD54C5

Order No: PORTAL1101448444

If you require further assistance, please feel free to let us know

Thank you,

GLOBALSTAR

Contact Us



---

**From:** Roncato, Gina FIN:EX [<mailto:Gina.Roncato@gov.bc.ca>]  
**Sent:** Monday, January 18, 2016 1:04 PM  
**To:** Globalstar English  
**Subject:** RE: 5664 - s.17 - Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT# s.17

Attached pls. find completed form as requested.

Thanks

G.

*Gina Roncato*  
Finance & Admin. Services  
Corporate Operations Branch  
Ministry of Finance - Provincial Treasury  
Province of BC Govt.  
[gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca) / 250 387-4690

---

**From:** Globalstar English [<mailto:customercare@globalstar.com>]  
**Sent:** Sunday, January 17, 2016 10:48 AM  
**To:** Roncato, Gina FIN:EX  
**Subject:** 5664 - s.17 - Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT# s.17

Dear Gina Roncato,

Thank you for contacting Globalstar Customer Care.

Please emit the request via a signed company letterhead in order for us to make the requested adjustment in order for us to complete the request.

Thank you,

GLOBALSTAR

Contact Us



-----Original Message-----

From: [no-reply@globalstar.com](mailto:no-reply@globalstar.com) [<mailto:no-reply@globalstar.com>]

Sent: Friday, January 15, 2016 1:00 PM

To: Globalstar English

Subject: Globalstar Canada Public site- Contact Us form regarding Satellite Phone - ACCT#  
s.17

Hello,

A new request has been submitted from the Globalstar Canada Public site- Contact Us form at:  
[ca.globalstar.com/en/index.php?cid=4130](http://ca.globalstar.com/en/index.php?cid=4130)

Please see below for the information

---

First Name: Gina

-----

Last Name: Roncato

-----

Company Name: Prov. Treas BC

-----

Email: [gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca)

-----

State/Province: BC

-----

Contact Regarding: Satellite Phone

-----

ESN: s.15,s.17

-----

Subject: ACCT# s.17

-----

Message: INV#1000000006954551- Ref 50436397 -FOR PYMT PLS Charge the this invoice to:  
MINISTRY OF FINANCE - PROV TREASURY BC GINA RONCATO MasterCard PC

s.17

Thanks very much.

-----

Country: Canada

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## Roncato, Gina FIN:EX

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**From:** Roncato, Gina FIN:EX  
**Sent:** Monday, June 6, 2016 8:32 AM  
**To:** Meroniuk, Vance A FIN:EX  
**Subject:** Re: Globalstar May 19-16 Letter- fee & plan changes notification  
**Attachments:** Globalstar May 19-16 Letter- fee & plan changes notification.pdf

*Gina Roncato*  
Finance & Admin. Services  
Corporate Operations Branch  
Provincial Treasury  
[gina.roncato@gov.bc.ca](mailto:gina.roncato@gov.bc.ca) /250 387-4690



May 19, 2016

Vance Meroniuk  
Provincial Treasury, Bc  
620 SUPERIOR ST  
VICTORIA, BC V8V 1V2



Dear Vance Meroniuk :

As a valued customer we would like to advise you of some upcoming changes to Globalstar service plans.

Since completing the launch of the industry's most modernized satellite constellation, Globalstar continues to provide the best value to its Canadian mobile satellite service customers. Globalstar Canada will be introducing new service plans for existing and new customers in early February that continue to offer excellent value. Due to currency fluctuations, a price change is required to help offset the low Canadian dollar. However, most new service plans have been enhanced by adding extra minutes keeping the per minute rate relatively unchanged.

This letter is to notify you that Globalstar is discontinuing the Galaxy 1200 airtime plan, and it will no longer be available when your annual service is renewed.

The following phones are affected by this change:

Phone MDN s.15,s.17

To provide uninterrupted service, the affected phone(s) will be automatically migrated to the Universal 1500 airtime plan upon renewal of your annual service. The Universal 1500 offers 1500 minutes to use anytime in the next 12 months. The annual fee is \$960.

As Globalstar prepares to launch next-generation service upgrades and expanded infrastructure as part of its new satellite network, we want to thank you for your continued support and reaffirm our ongoing commitment to deliver the best-in-class satellite service across Canada.

If you have any questions or would like more information on products and service plans, please contact Customer Care at 877-452-5782.

Sincerely,

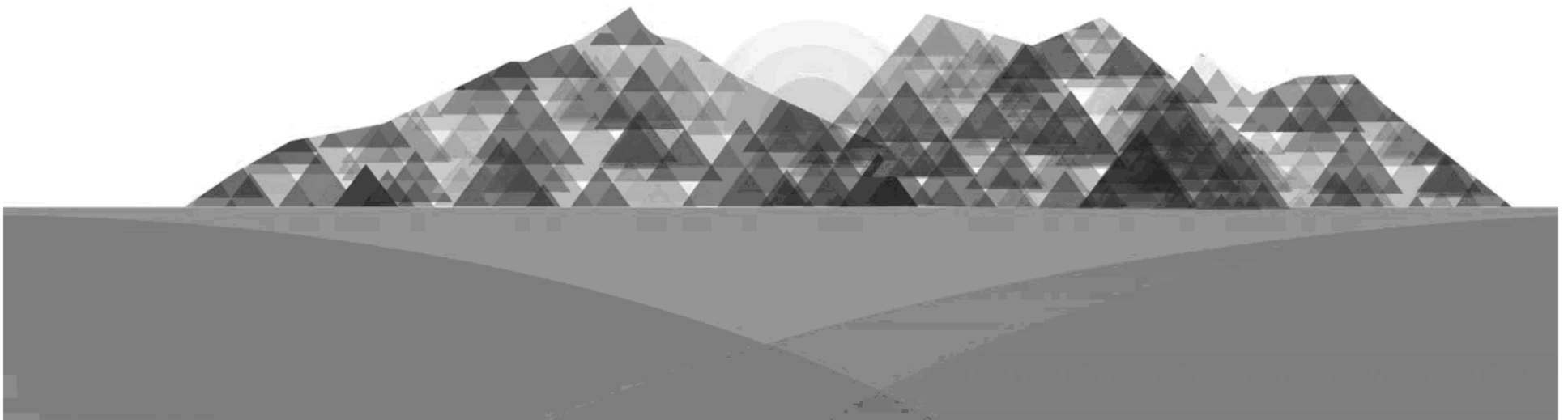
Globalstar Marketing



Where ideas work

# Table Top 2015

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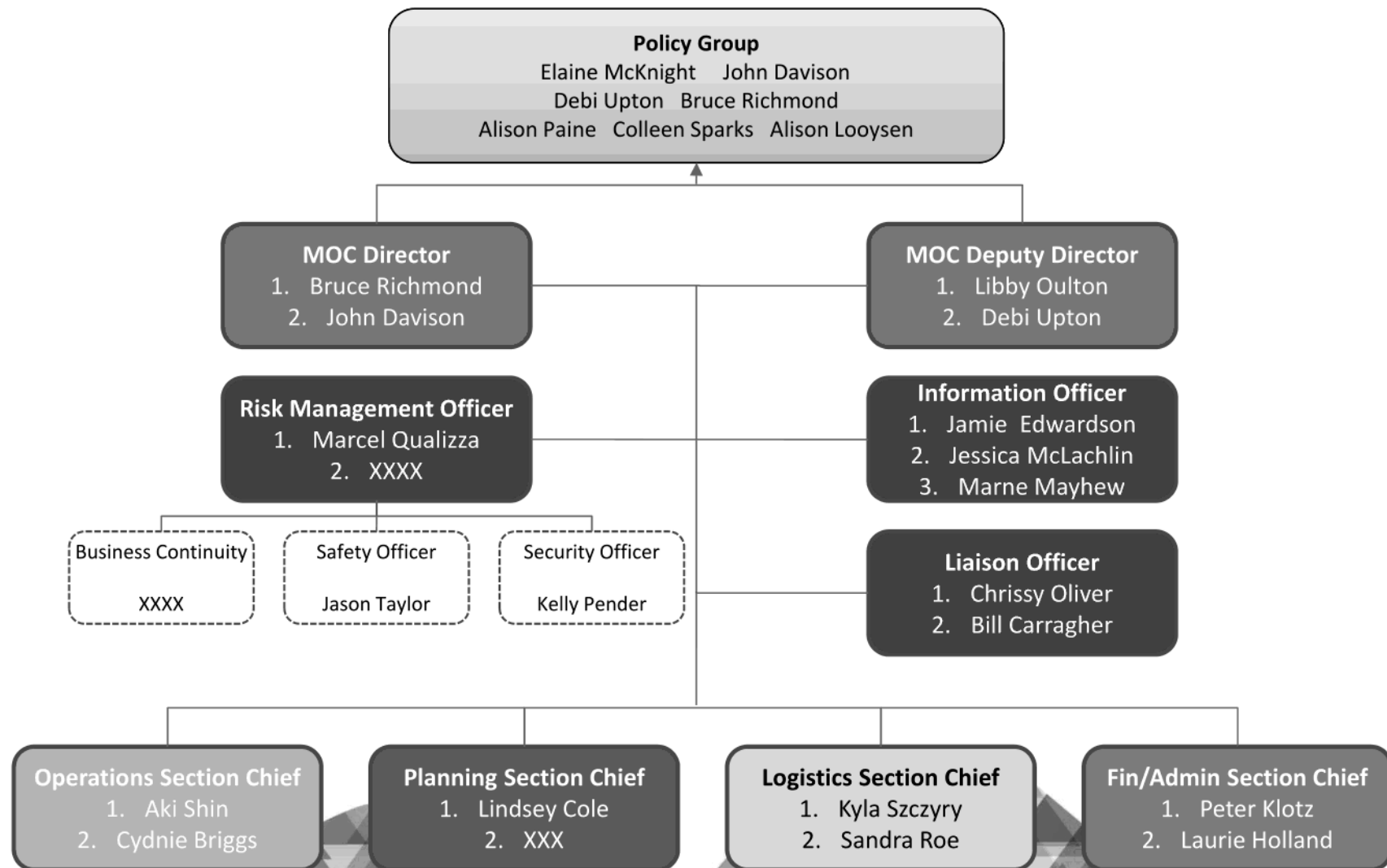


# Agenda

- Introduction / Welcome
- Update & Review of 2014 Table Top
- Communication Plan Update
- FAQ's from other Ministries
- 2015 Scenario



# BCPSA Executive Operations Centre - Update



# Table Top 2014

Satellite Phones – Review of new protocol



# Crisis Communication Plan Update

## Goals:

1. Confirm communication should come from the PSA in a disaster,
2. Approve next steps

- Overview
- Key Gaps
- Assumptions
- Recommendations
- Plan Outline
- Outstanding Questions
- Roles and Responsibilities



# FAQ's from other Ministries

The following is for discussion.

Other Ministries across the BC Government have indicated they have a number of HR questions concerning actions to be taken in case of an incident (150611-000866):

1. If the building I usually work in is unavailable, will I still get paid?
2. Can my employer assign me to work at a different location? If so, how soon does my employer have to inform me?
3. During an emergency, can my employer assign me to work in a different position? If so, what would be the definition for 'emergency' to allow for that and could I be assigned to work in a lower paying position?
4. Can I be assigned to do a very different type of job (temporarily or permanently) in a different ministry? Will I retain my base job?
5. What if I am designated to work from home but am not needed to work now? Will I still get paid?



# FAQ's from other Ministries

The following is for discussion. Handout with questions.

Other Ministries across the BC Government have indicated they have a number of HR questions concerning actions to be taken in case of BCP's being activated (150611-000866).



# 2015 Table Top Exercise

## Part I

Over a weekend in mid-September, a major failure of the plumbing system at 810 Blanshard Street occurs. A pipe has ruptured and all floors have been affected. The following actions have occurred:

- Flood reported at 5 am Monday morning
- Jawl's is onsite cleaning up water. Lots of water damage to walls and carpets.
- Bruce Richmond notified by 6 am of incident
- Staff will start to arrive in an hour

## Discussion

- What actions need to be taken?



# 2015 Table Top Exercise

## Part 2

Upon closer inspection it is discovered that a majority of the paper files have been water damaged. This includes the personnel files in the basement, Workplace Health and Safety files on the second floor and Labour Relations files on the first floor & in the basement.

Greater than 50% of the computers left in the building have been damaged due to the flooding.

## Discussion

- What actions need to be taken?
- What is deemed critical work?



# Outcome of Exercise

- ▲ What were some of the challenges with this limited information?
- ▲ What are some tasks the Agency needs to complete to fill in the gaps?



# End of Exercise

- ▲ Debrief / Questions
- ▲ Lessons learned including action items will be provided

*Thank you for your participation*



# Agency Mission Critical Tasks

- ▲ Ensuring the service of payroll is not disrupted for BC Public Servants
- ▲ Provide policy direction to Deputy Minister to the Premier
- ▲ Health and Safety information distribution in case of an emergency
- ▲ Agency responsible for communicating with BC Public Service employees





Where ideas work

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## FAQ's from other Ministries

HR questions related to Business Continuity [Incident: 150611-000866]

1. If the building I usually work in is unavailable, will I still get paid?
2. Can my employer assign me to work at a different location? If so, how soon does my employer have to inform me?
3. During an emergency, can my employer assign me to work in a different position? If so, what would be the definition for 'emergency' to allow for that and could I be assigned to work in a lower paying position?
4. Can I be assigned to do a very different type of job (temporarily or permanently) in a different ministry? Will I retain my base job?
5. What if I am designated to work from home but am not needed to work now? Will I still get paid?
6. How do we capture hours if TOL is unavailable? Is there an established manual procedure?
7. Can I send my staff home with pay if there is an emergency in my building? Who should make that decision? What happens if more than one ministry are located at the same building, does PSA get involved coordinating?
8. If an employee lives far away (i.e. Duncan) and the highway is closed and the employee can't get to work in Victoria, does the employee get paid?
9. If there are safety issues with the building (such as a power outage), what do I need to do as an employee?
10. What if I believe the building isn't safe to work in and I refuse to work at my regular location? Can I be reassigned to another building? Work from home?
11. If there is a safety issue on the way to work (such as a police incident nearby), what is the expectation for me?
12. Is there an 'all of government' policy of what to do during an emergency? How do we know what it is? How do you know an emergency has been officially declared? Where do we find that policy?
13. How will short notice decision be communicated to all staff? For example, there is an incident downtown during the morning commute preventing employees to get to their offices affecting most ministries. Is there a cross government communications strategy?
14. What happens if I am designated to work from home through DTS/VPN but I can't actually log in due to capacity or network issues ?
15. What if there are fatalities at work?



## Ministry of Finance

### Business Continuity Planning Program

#### Key Facts

- 37 BCP Plans in place within the ministry (includes FICOM and Government House)
- A Crisis Communication Plan has been developed and implemented which includes a Recovery SharePoint site and provides supports to executive to lead employees in a wide area outage
- We are compliant with BCP Core Policy (see table 1 below)
- There are 12 Mission Critical Processes in the ministry:
  1. Provincial Treasury, Banking Cash Management (8 hours recovery): government payment obligations, ability to generate emergency payments, and meet debt settlement service obligations (pay bondholders, settle short term funding); and requirement to move cash for payments in a disaster, revenue consolidation services and management of provincial bank accounts
  2. Provincial Treasury, Debt Management Branch (8 hours recovery): short term borrowing to fund the response and recovery efforts
  3. Provincial Treasury, Risk Management Branch (8 hours recovery): risk management support to the Central Coordinating Group (CCG), Provincial Emergency Coordination Centre (PECC) and Chief Security Office
  4. Government House (24 hour recovery): provide necessary support for continuance of the Lieutenant Governor's Office (Notes: in case of death of the Premier, LG appoints new First Minister; and, in the absence of other statutory authority, only LG can authorize major extraordinary funding)
  5. Provincial Treasury, IM/IT Branch (24 hour recovery): provide information management and technology advice and support to Banking Cash Management and Debt Management Branches
  6. Provincial Treasury, Risk Management Branch (24 hour recovery): provide risk management consulting services to ministry, government corporation and SUCH sector clients with respect to potential compensation and liability claims pertaining to the emergency
  7. Provincial Treasury, Risk Management Branch (recovery is less than 48 hours): advice to Executive, Cabinet, Deputy Ministers Committee on risk matters to ensure continued reputation of government
  8. Office of the Comptroller General, Legal Encumbrance Branch (48 hour recovery): process payments that have become legally encumbered within legislative timelines to ensure government does not becomes liable for payments
  9. Office of the Comptroller General, Corporate Accounting Services (48 hour recovery): electronic data entry and payment tracking e.g. accounts payable and general ledger for BCP government, continue reliable tracking and recording of receivables and payments
  10. Finance Information Management Branch (48 hour recovery): provide VIP IM/IT support to the Premier's Office, Cabinet Operations and MLA's in a disaster

11. Revenue Division, Revenue Solutions Branch, Student Loans (48 hour recovery): process and approve daily pre-approval of student loan disbursement
12. Revenue Division, Income Taxation Branch (48 hour recovery): receive required tax information from CRA to support delivery of the Family Bonus Program to ensure applicants eligibility details are loaded onto the Family Benefit System database for review by Social Development and Social Innovation

#### BCP Organization in Ministry of Finance

- The Senior Advisor, Business Continuity Planning is a dedicated resource that leads the BCP Program, ensures compliance with Core Policy, provides advice and training, and supports exercises.
- The Senior Advisor also coordinates with Emergency Management BC on government-wide exercises (i.e.: the Coastal Response Exercise)
- The BCP Program includes a comprehensive crisis communication plan, redundant information storage systems (including a SharePoint recovery site), and a Community of Practice (approximately 30 members) that meets every 6 weeks
- BCP Coordinators are in place in each branch/division across ministry

#### Ministry Operations Centre (MOC)

- Led by Tara Richards and Stuart Newton: alternates are Steve Klak (CFO) and Ann Davies(Executive Director, Public Information and Corporate Services Branch)
- Supported by Senior Advisor, BCP who ensures the MOC binders are up-to-date, all roles are filled, senior members have proper training; and recommended equipment is on-hand and up-to-date (e.g.: satellite phones, radios, auxiliary batteries, provisions, etc.)

#### MOC Status

- MOC documentation and members are up to date
- Annual MOC exercises completed in Nov 2015
- Next exercise is planned for fall of 2016, based on an earthquake scenario
- MOC personnel have access to Government All Response Plans (includes: Immediate Response Earthquake Plan, Tsunami Plan, All Hazards Plan, Flood Response Plan, Pandemic Influenza Coordination Plan and Financial Management Annex)

#### Emergency Management BC (EMBC) Linkage

- EMBC has government oversight of BCP, including monitoring and reporting on compliance with BCP Core Policy
- EMBC oversees 10 Critical Infrastructure (CI) sections that cover a variety of responsibilities including health, safety, security, economic well-being of citizens and effective functioning of government, each section has committee to provide guidance and advice
- Provincial Treasury is a permanent member of the Finance (CI) committee

- The Senior Advisor, BCP and the ED, Performance Management and Corporate Priorities (PMCP) attend other CI committee meetings as necessary

#### Upcoming Coastal Response Exercise

- Test of B.C.'s Earthquake Immediate Response Plan will be held in Port Alberni and at EMBC Head Office from June 7 – 10
- Planning has been taking place since last fall, Finance has been an active participant
- DM email planned to announce the Earthquake exercise and Finance's participation
- Key activities will happen during the first two days where information/actions will be sent out to all participants
- Finance will be participating and testing five of its responsibilities within the IRP:
  - Establish and lead the Finance Section at EMBC
  - Process provincial government financial expenditures
  - Work with EMBC's Critical Infrastructure sections
  - Provide risk management services for possible compensation and liability claims
- Participants are Kevin MacMillen of Banking Cash Management, Laura Hughes and Linda Irvine of Risk Management Branch, Kashi Tanaka and Michael Cormack (PMCP)
- Learnings may be used to test Finance's MOC in the future

**Table 1 – Summary of Status of BCP Program**

| Ministry Deliverables                                                                                    | Required        | Completed       | Compliance  |
|----------------------------------------------------------------------------------------------------------|-----------------|-----------------|-------------|
| <b>Ministry Business Continuity Plan (BCP)</b>                                                           | 37              | 37              | 100%        |
| Business Impact Analysis Reports                                                                         | 37              | 37              | 100%        |
| Risk Assessments                                                                                         | 37              | 37              | 100%        |
| Resource requirements documented                                                                         | 37              | 37              | 100%        |
| Alternate worksite arrangements in place (i.e. alternate site MOU, work from home) (Appendix K contacts) | 37              | 37              | 100%        |
| Strategies in place for availability of required computers.                                              | 37              | 37              | 100%        |
| Recovery teams identified and informed                                                                   | 37              | 37              | 100%        |
| All contact information up to date (Appendix A)                                                          | 37              | 37              | 100%        |
| BCP exercised in last 12 months                                                                          | 29 <sup>1</sup> | 24 <sup>2</sup> | 83%         |
| <b>BCP Overall Rating</b>                                                                                | <b>N/A</b>      | <b>N/A</b>      | <b>97%</b>  |
| <b>Ministry Operations Center (MOC)</b>                                                                  |                 |                 |             |
| MOC established and plans distributed                                                                    | Yes             | Yes             | 100%        |
| Contact information is up to date                                                                        | Yes             | Yes             | 100%        |
| Ministry critical services documented                                                                    | Yes             | Yes             | 100%        |
| Primary and alternate sites arranged and set up                                                          | Yes             | Yes             | 100%        |
| Team members identified and informed                                                                     | Yes             | Yes             | 100%        |
| MOC exercise completed in past 12 months                                                                 | Yes             | Yes             | 100%        |
| <b>MOC Overall Rating</b>                                                                                |                 |                 | <b>100%</b> |

1. Branches that don't have critical operations are not required to exercise plans every 12 months

2. Dates have been set for the remaining 5 branches to have exercises over the summer

# BC Public Service Agency Satellite Phone Protocol

The following is the BC PSA Satellite Phone protocol and responsibilities for Executive Operations Centre (EOC) and BCP Mission Critical (MC) Operations.

1. Be familiar with use of the Sat phone (as per instruction manual) and set up the voicemail immediately.
2. Ensure all critical contact information for PSA EOC, Executive and BCP MC personnel is entered into the phones contact list – ensure 1 + area code is added due to assignment of 403 area code.
3. Carry the satellite phone on their person at all times (both work and non-work hours) and be prepared to undertake your EOC/BCP MC responsibilities for work.
4. Ensure the security of the satellite phone at all times when travelling to and from work and while at home.
5. Ensure the satellite phone is fully charged on weekly basis (battery provides 4 hours of talk time and 36 hours standby).
6. Test the satellite phone at least quarterly.
7. Do not use satellite phone for personal reasons.
8. Provide the satellite phone to assigned alternates when away on vacation or travelling for work outside of the province.
9. Plan for communicating with EOC/BCP MC personnel as the satellite phone can only be used outdoors.
10. Transfer the Sat phone and charger to your replacement when you leave your role or the Agency and advise of them of the lock code number.

Current roles within the Agency requiring a satellite phone:

- Deputy Minister
- Assistant Deputy Minister, Employee Relations
- Director of Executive Operations Centre
- Director of Public Service Engagement and Corporate Initiatives

Advise the Agency BCP coordinator (for EOC) of the lock code number for the satellite phone, any changes to the assignment of the satellite phone, or if the phone needs servicing.