

Van Schaik, Katherine MEM:EX

From: Justice Social FOI SSBC:EX
Sent: Monday, August 13, 2012 11:11 AM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Yes, it was closed July 9th – no responsive records.

Kelly Morita

Administrative Co-ordinator
Information and Privacy
Justice / Social Team
Information Access Operations
Logistics and Business Services - Shared Services BC
Ministry of Labour, Citizens' Services and Open Government

Providing Services to:

Ministry of Justice
Ministry of Social Development
Ministry of Children & Family Development

From: LCLB FOI LCLB:EX, LCLB LCLB:EX
Sent: Monday, August 13, 2012 11:10 AM
To: Justice Social FOI SSBC:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Hello

Just wondering if this request was closed?

Thanks, Danielle

Danielle Little

A/Manager, Administrative Services
FOI & Records Officer
Management Services
Liquor Control & Licensing Branch

☎ 250-952-5784

☎ 250-952-7066

✉ danielle.little@gov.bc.ca



Please consider the environment before printing this email.

From: Justice Social FOI SSBC:EX
Sent: Monday, June 18, 2012 1:10 PM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Cc: Justice Social FOI SSBC:EX; Fisher, Samara SSBC:EX
Subject: FW: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Hello,

Please find attached a new Call for Records form. It is electronic, fillable and saveable. The only time you may need to print it out is if the people involved in your sign-off process do not have an electronic signature. The form has active links and pull-down menus. Responses should still go through the Justice/Social mailbox at justice.social.foi@gov.bc.ca

at this time, as the Shared Drive process is undergoing some fine tuning. We'll advise at a later date when records can be deposited to the shared drive location.

Thank-you.

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). The request is for:

A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB.

The analyst processing this request is Samara Fisher and can be reached at (250) 387-0824.

What Do You Need to Do?

Please complete the attached Call for Records form.

- ❖ If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to the Justice/Social FOI Mailbox at justice.social.foi@gov.bc.ca by June 22, 2012. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, Samara Fisher will contact you to continue the call for records process. IAO will advise you if the request is abandoned and closed.
- ❖ **If no fees apply** then proceed with the call for records process. If the request proceeds, please complete the attached Call for Records Form and return it to Samara Fisher by June 28, 2012.
- ❖ Send records via email in **PDF format**. One PDF document is preferable. If email is not possible, please send the records in electronic format (CD, memory stick) via house mail with a copy of this note.

Reminder

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Questions and Concerns

Please do not hesitate to contact your analyst noted on the attached Call for Records form to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
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Thank you for your assistance,

Samara L. Fisher
Jr. Analyst
Information and Privacy
Justice / Social Team

Information Access Operations
Logistics and Business Services - Shared Services BC
Ministry of Labour, Citizens' Services and Open Government

Providing Services to:

Ministry of Justice

Ministry of Social Development

Ministry of Children & Family Development

Van Schaik, Katherine MEM:EX

From: Evans, Jan L MEM:EX
Sent: Monday, June 25, 2012 5:09 PM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Okay. Thanks.

From: LCLB FOI LCLB:EX, LCLB LCLB:EX
Sent: Monday, June 25, 2012 4:53 PM
To: Evans, Jan L MEM:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Karen, Barry, Bruce, Cheryl and yourself all responded with nothing.

Danielle Little
FOI & Records Officer
Management Services
Liquor Control & Licensing Branch
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Thanks, Danielle

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Van Schaik, Katherine MEM:EX

From: Bieller, Barry MEM:EX
Sent: Sunday, June 24, 2012 2:44 PM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

PP&C doesn't have anything on this.

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Sent: Thursday, June 21, 2012 4:24 PM
To: Justice Social FOI SSBC:EX
Cc: Fisher, Samara SSBC:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Hi All

I believe this will be a no responsive records, just waiting on one more person to confirm they have nothing. The person is on vacation and will be back Monday, so I will update you then.

Thanks, Danielle

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Providing Services to:

Ministry of Justice
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Van Schaik, Katherine MEM:EX

From: Ayers, Karen J MEM:EX
Sent: Tuesday, June 19, 2012 10:16 AM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Subject: Re: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

No responsive records

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From: Edmundson, Bruce MEM:EX
Sent: Tuesday, June 19, 2012 9:42 AM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Subject: Re: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

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Okay. Karen may be able to respond to you from the road but I don't think

s.22

From: LCLB FOI LCLB:EX, LCLB LCLB:EX
Sent: Tuesday, June 19, 2012 9:08 AM
To: Evans, Jan L MEM:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Yes, I agree and called the IAO to explain. They asked, I respond with a "no responsive records" and I always like to be 100% sure before I send that response. I can wait until next week for an answer, so not a problem.

As for the request for volume, that is a standard line I use in my call for records e-mails and I forgot to remove, my error.

Danielle

Danielle Little
FOI & Records Officer
Management Services
Liquor Control & Licensing Branch
☎ 250-952-5784
☎ 250-952-7066
✉ danielle.little@gov.bc.ca



Please consider the environment before printing this email.

From: Evans, Jan L MEM:EX
Sent: Tuesday, June 19, 2012 9:01 AM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

We should not have any records on this as it is LDB but I guess it is conceivable Karen or maybe Barry might have a copy. Both are out of the office this week so may not have a response by the 21st. Also, the request is for a report so I am not sure why you are asking about the volume of e-mails and attachments?

From: LCLB FOI LCLB:EX, LCLB LCLB:EX
Sent: Tuesday, June 19, 2012 8:55 AM
To: Ayers, Karen J MEM:EX; Evans, Jan L MEM:EX; Bieller, Barry MEM:EX; Edmundson, Bruce MEM:EX; Caldwell, Cheryl Y MEM:EX
Subject: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Hello All

The branch has received the following call for records. I imagine there are no responsive records; however, I was asked to put the call out. Please respond to this email by June 21st with the volume of records (number of emails and attachments) so that a fee estimate can be submitted to the IAO, if necessary.

REQUEST:

A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB.

Thank you, Danielle

Danielle Little
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Management Services
Liquor Control & Licensing Branch
☎ 250-952-5784
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Van Schaik, Katherine MEM:EX

From: LCLB FOI LCLB:EX, LCLB LCLB:EX
Sent: Tuesday, June 19, 2012 9:08 AM
To: Evans, Jan L MEM:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

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Subject: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

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Management Services
Liquor Control & Licensing Branch
☎ 250-952-5784
☎ 250-952-7066
✉ danielle.little@gov.bc.ca



Please consider the environment before printing this email.

Van Schaik, Katherine MEM:EX

From: Caldwell, Cheryl Y MEM:EX
Sent: Tuesday, June 19, 2012 8:56 AM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX; Ayers, Karen J MEM:EX; Evans, Jan L MEM:EX; Bieller, Barry MEM:EX; Edmundson, Bruce MEM:EX
Subject: RE: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

No responsive records.

Cheryl

Cheryl Caldwell
Deputy General Manager, Licensing
Liquor Control & Licensing Branch

From: LCLB FOI LCLB:EX, LCLB LCLB:EX
Sent: Tuesday, June 19, 2012 8:55 AM
To: Ayers, Karen J MEM:EX; Evans, Jan L MEM:EX; Bieller, Barry MEM:EX; Edmundson, Bruce MEM:EX; Caldwell, Cheryl Y MEM:EX
Subject: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

Hello All

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Thank you, Danielle

Danielle Little
FOI & Records Officer
Management Services
Liquor Control & Licensing Branch
☎ 250-952-5784
☎ 250-952-7066
✉ danielle.little@gov.bc.ca



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Sent: Tuesday, June 19, 2012 8:55 AM
To: Ayers, Karen J MEM:EX; Evans, Jan L MEM:EX; Bieller, Barry MEM:EX; Edmundson, Bruce MEM:EX; Caldwell, Cheryl Y MEM:EX
Subject: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report

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☎ 250-952-7066
✉ danielle.little@gov.bc.ca



Please consider the environment before printing this email.

Van Schaik, Katherine MEM:EX

From: Justice Social FOI SSBC:EX
Sent: Monday, June 18, 2012 1:10 PM
To: LCLB FOI LCLB:EX, LCLB LCLB:EX
Cc: Justice Social FOI SSBC:EX; Fisher, Samara SSBC:EX
Subject: FW: New FOI request - EGM-2012-00086 BC LDB Studied Logistics Operations Report
Attachments: Integrated Call For Records form.pdf

Hello,

Please find attached a new Call for Records form. It is electronic, fillable and saveable. The only time you may need to print it out is if the people involved in your sign-off process do not have an electronic signature. The form has active links and pull-down menus. Responses should still go through the Justice/Social mailbox at justice.social.foi@gov.bc.ca at this time, as the Shared Drive process is undergoing some fine tuning. We'll advise at a later date when records can be deposited to the shared drive location.

Thank-you.

Your Ministry has received a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). The request is for:

A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB.

The analyst processing this request is Samara Fisher and can be reached at (250) 387-0824.

What Do You Need to Do?

Please complete the attached Call for Records form.

- ❖ If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to the Justice/Social FOI Mailbox at justice.social.foi@gov.bc.ca by June 22, 2012. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, Samara Fisher will contact you to continue the call for records process. IAO will advise you if the request is abandoned and closed.
- ❖ If no fees apply then proceed with the call for records process. If the request proceeds, please complete the attached Call for Records Form and return it to Samara Fisher by June 28, 2012.
- ❖ Send records via email in PDF format. One PDF document is preferable. If email is not possible, please send the records in electronic format (CD, memory stick) via house mail with a copy of this note.

Reminder

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy

Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Questions and Concerns

Please do not hesitate to contact your analyst noted on the attached Call for Records form to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you for your assistance,

Brandon L. Fisher

Jr. Analyst

Information and Privacy

Justice / Social Team

Information Access Operations

Logistics and Business Services - Shared Services BC

Ministry of Labour, Citizens' Services and Open Government

Providing Services to:

Ministry of Justice

Ministry of Social Development

Ministry of Children & Family Development

APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	June 11, 2012	Samara Fisher	June 22, 2012	June 28, 2012

REQUEST DETAILS:

A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB.

Section 1: Initial Records Assessment

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

If yes, specify:

NO RECORDS RESPONSE APPROVAL

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

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

Section 2: Fee Estimate Please ensure that all reasonable efforts are made to generate as accurate an estimate as possible

Search
Locating/Retrieving

Tasks may include:

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

Estimated Hours

Actual Hours

Producing records

tasks may include:

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

Estimated Hours

Actual Hours

Volume
Electronic files (in pages):

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

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

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

Estimated Pages

Actual Pages

Preparation

Tasks may include:

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

Estimated Hours

Actual Hours

Section 3: Search Summary and Program Area Recommendations

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

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

YES ☐

NO ☐

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

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

(Please reference the information of concern, the harms, and associated page numbers below)

Unless specific exemption criteria apply, records provided to the applicant in response to this request will be published on the Government's Open Information Website. If you have any concerns about the publication of the responsive records please indicate here or discuss with your FOI Analyst.

Section 4: Contact Information

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

Phone Number:

Date:

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

IAO Use Only

Estimated

Hours:

Pages:

Actual

Hours:

Pages:

Comments:

Lok, Wesley LDB:EX

From: Groff, Al LDB:EX
Sent: Tuesday, June 12, 2012 2:24 PM
To: Calvo, Manami LDB:EX
Subject: RE: FOI Request 2012-26
Attachments: FW: FOI Request 2012-26; RE: FOI Request 2012-26; RE: FOI Request 2012-26; RE: FOI Request 2012-26; RE: FOI Request 2012-26

Manami

I have poled the Distribution Managers Group and none of the existing managers recall any such report. There may have been one but not at our level. Greg, Rob and I all were here in 2005.

I myself do not recall any such named report. Attached is my inquiry and the replies from the Distribution managers.

Please let me know if you need any more assistance.

Al Groff, Manager Distribution Admin & Systems
BC Liquor Distribution Branch
Phone: 604-252-3380 Fax: 604-252-3390
al.groff@bclldb.com
www.bclldb.com

From: Calvo, Manami LDB:EX
Sent: Tuesday, June 12, 2012 11:46 AM
To: Groff, Al LDB:EX
Cc: Cournoyer, Vince LDB:EX; Hall, Gord LDB:EX; Wilson, Kelly LDB:EX
Subject: FOI Request 2012-26

Dear Al,

We have received a FOI request, from a member of the media, for the following records:

A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB.

Catherine Sloan has suggested that this report would be kept by Distribution staff. Can you please contact Distribution staff members and confirm whether a copy of this report has been kept? Please either confirm that a copy of this report is NOT held by Distribution staff OR please forward me a copy of the report by **end of day Tuesday, June 26** at the latest.

If the report is quite large in volume (over 300 pages) please contact me as soon as possible (in the next week) so that we can assess if a fee is applicable.

Thank you and do not hesitate to contact me if you have any questions about this request.

Kind regards,

Manami

Manami Calvo
Manager of Information Programs
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bclddb.com

Lok, Wesley LDB:EX

From: Groff, Al LDB:EX
Sent: Tuesday, June 12, 2012 11:54 AM
To: LDB D DI Managers
Subject: FW: FOI Request 2012-26

Fellow Managers

Do any of you recall such a report?
Please review printed and eRecords.
Please report details of your review.

Al Groff, Manager Distribution Admin & Systems
BC Liquor Distribution Branch
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al.groff@bclldb.com
www.bclldb.com

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Cc: Cournoyer, Vince LDB:EX; Hall, Gord LDB:EX; Wilson, Kelly LDB:EX
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Manami Calvo
Manager of Information Programs
BC Liquor Distribution Branch

Recorded Information Management Services

Phone: 604.252.3011

Fax: 604.252.3012

E-Mail: Manami.Calvo@bcldb.com

Lok, Wesley LDB:EX

From: Cann, Robert LDB:EX
Sent: Tuesday, June 12, 2012 12:06 PM
To: Groff, Al LDB:EX; LDB D DI Managers
Subject: RE: FOI Request 2012-26

I have never heard of this report
Rob

From: Groff, Al LDB:EX
Sent: Tuesday, June 12, 2012 11:54 AM
To: LDB D DI Managers
Subject: FW: FOI Request 2012-26

Fellow Managers

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al.groff@bcldb.com
www.bcldb.com

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BC Liquor Distribution Branch
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Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bcldb.com

Lok, Wesley LDB:EX

From: McDonnell, Ken LDB:EX
Sent: Tuesday, June 12, 2012 12:10 PM
To: Groff, Al LDB:EX
Subject: RE: FOI Request 2012-26

Al; Distribution does not have any copy of this report.

Ken

From: Groff, Al LDB:EX
Sent: Tuesday, June 12, 2012 11:54 AM
To: LDB D DI Managers
Subject: FW: FOI Request 2012-26

Fellow Managers

Do any of you recall such a report?
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Manami Calvo
Manager of Information Programs
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bcldb.com

Lok, Wesley LDB:EX

From: Reinbold, Greg LDB:EX
Sent: Tuesday, June 12, 2012 12:33 PM
To: Groff, Al LDB:EX; LDB D DI Managers
Subject: RE: FOI Request 2012-26

I have never seen this report.

Greg Reinbold
Warehouse Operations Manager
Phone - 250-573-3656
Fax - 250-573-5348
E-Mail - greg.reinbold@bclldb.com



From: Groff, Al LDB:EX
Sent: Tuesday, June 12, 2012 11:54 AM
To: LDB D DI Managers
Subject: FW: FOI Request 2012-26

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Manager of Information Programs
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bcldb.com

Lok, Wesley LDB:EX

From: Miles, Dan LDB:EX
Sent: Tuesday, June 12, 2012 2:15 PM
To: Groff, Al LDB:EX; LDB D DI Managers
Subject: RE: FOI Request 2012-26

I have never seen this report.

Dan Miles

Manager – Warehouse Operations
B.C. Liquor Distribution Branch
Tel: 604-252-3378
Fax: 604-252-3390

From: Groff, Al LDB:EX
Sent: Tuesday, June 12, 2012 11:54 AM
To: LDB D DI Managers
Subject: FW: FOI Request 2012-26

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Manager of Information Programs
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bclddb.com

Lok, Wesley LDB:EX

From: Wilson, Kelly LDB:EX
Sent: Wednesday, June 13, 2012 9:20 AM
To: Calvo, Manami LDB:EX
Cc: McPartlin, Anastasia LDB:EX; McDonnell, Ken LDB:EX
Subject: Re: FOI Request 2012-26

Hi - I have no knowledge of this report? I would guess that it may have been an outside report - nothing to do with us?
Sorry no help here? Kel

From: Calvo, Manami LDB:EX
Sent: Tuesday, June 12, 2012 02:53 PM
To: Wilson, Kelly LDB:EX
Cc: McPartlin, Anastasia LDB:EX
Subject: FW: FOI Request 2012-26

Hi Kelly,

We have received a FOI request, from a member of the media, for the following records:

A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB.

Catherine suggested I contact Distribution staff for this report. They have gotten back to me in the email chain below and have confirmed that they cannot locate nor can they recall this report by Pallister Strategy Corporation. Can I also ask you if you have any recollection of this report? Unfortunately I do not know the name but I assume that it had the terms "Logistics" and "Operations" and that Pallister is the contractor who wrote it in 2005.

Kind regards,

Manami (3011)

From: Groff, Al LDB:EX
Sent: Tuesday, June 12, 2012 2:24 PM
To: Calvo, Manami LDB:EX
Subject: RE: FOI Request 2012-26

Manami

I have poled the Distribution Managers Group and none of the existing managers recall any such report. There may have been one but not at our level. Greg, Rob and I all were here in 2005.

I myself do not recall any such named report. Attached is my inquiry and the replies from the Distribution managers.

Please let me know if you need any more assistance.

Al Groff, Manager Distribution Admin & Systems
BC Liquor Distribution Branch
Phone: 604-252-3380 Fax: 604-252-3390

al.groff@bclldb.com

www.bclldb.com

From: Calvo, Manami LDB:EX
Sent: Tuesday, June 12, 2012 11:46 AM
To: Groff, Al LDB:EX
Cc: Cournoyer, Vince LDB:EX; Hall, Gord LDB:EX; Wilson, Kelly LDB:EX
Subject: FOI Request 2012-26

Dear Al,

We have received a FOI request, from a member of the media, for the following records:

A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB.

Catherine Sloan has suggested that this report would be kept by Distribution staff. Can you please contact Distribution staff members and confirm whether a copy of this report has been kept? Please either confirm that a copy of this report is NOT held by Distribution staff OR please forward me a copy of the report by **end of day Tuesday, June 26** at the latest.

If the report is quite large in volume (over 300 pages) please contact me as soon as possible (in the next week) so that we can assess if a fee is applicable.

Thank you and do not hesitate to contact me if you have any questions about this request.

Kind regards,

Manami

Manami Calvo
Manager of Information Programs
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bclldb.com

Lok, Wesley LDB:EX

From: Vink, Troy LDB:EX
Sent: Wednesday, July 18, 2012 3:53 PM
To: Calvo, Manami LDB:EX
Subject: RE: Missing Report

No problem Manami.

Either the department or individuals didn't send it off-site or label it in the same fashion or it was destroyed but not by RIM Services.

FYI – The Patricia Hamilton stuff was nothing of value, old templates where she was the creator of the template. She may have been cc'd on some emails but not in the context of Alternative Distribution from what I remember that was displayed.

Elaine received all the records to my knowledge that were on Alternative Distribution, I assume that you would have received everything previously in one of the earlier FOI requests.

Best regards,

Troy Vink

Information Resource Officer
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3081
Fax: 604.252.3012
E-Mail: troy.vink@bclldb.com

From: Calvo, Manami LDB:EX
Sent: Wednesday, July 18, 2012 3:46 PM
To: Vink, Troy LDB:EX
Subject: RE: Missing Report

Thank you Troy.
Manami

From: Vink, Troy LDB:EX
Sent: Wednesday, July 18, 2012 3:44 PM
To: Calvo, Manami LDB:EX
Subject: RE: Missing Report

I did run the search via the RIMS web interface logged in as the administrator and did an extra double Search as the administrator using Secure Enterprise Search on the data we have indexed. I also looked into the CRMS tracking system for off-site files as well.

No records found and no results for your search came up while running either query (The contractor was "Palliser Strategy Corporation", "Pallister Strategy Corporation").

Patricia Hamilton came up but nothing related in context of the query.

Best regards,

Troy Vink

Information Resource Officer
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3081
Fax: 604.252.3012
E-Mail: troy.vink@bclddb.com

From: Calvo, Manami LDB:EX
Sent: Wednesday, July 18, 2012 3:39 PM
To: Vink, Troy LDB:EX
Subject: RE: Missing Report

Hi Troy,

I know we spoke about your search in RIMS verbally but can you confirm that a Boolean search was done in our offsite records database (CRMS) and our electronic records database (RIMS).

Thank you,
Manami

From: Vink, Troy LDB:EX
Sent: Wednesday, June 27, 2012 8:53 AM
To: Calvo, Manami LDB:EX
Subject: RE: Missing Report

Certainly, I will try my best to do a search in RIMS.

Was it provided as part of a previous FOI and included as the not in scope records? This is just a thought as there may be a copy in with those records.

Also, if it is in storage I can check do you know what department or area would have had the report?

Please advise,

Troy Vink

Information Resource Officer
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3081
Fax: 604.252.3012
E-Mail: troy.vink@bclddb.com

From: Calvo, Manami LDB:EX
Sent: Wednesday, June 27, 2012 8:40 AM
To: Vink, Troy LDB:EX
Subject: Missing Report

Hi Troy,

We have received an FOI Request for a report that was commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB. The contractor was "Palliser Strategy Corporation", "Pallister Strategy

Corporation" or "Patricia Hamilton" and the report was done sometime around August 2005 to February 2006. The report studied logistics operations of LDB, it is possible that "Logistics" and "Operations" were keywords in the title. Would it be possible to do a search in RIMS for me? Most likely we will have this report in storage at IM.

Thank you and let me know if you have any questions.
Manami

Manami Calvo
Manager of Information Programs
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bclddb.com

Lok, Wesley LDB:EX

From: Smith, Sandra LDB:EX
Sent: Tuesday, June 19, 2012 8:36 AM
To: Calvo, Manami LDB:EX
Subject: FW: Palliser Strategy Corporation (FOI Request LDB 2012-00026)

Hi Manami, so far I have not come up with anything yet, but I have check with AP and below is the information that I received from them. I have "picked Joyce's brain" and she recalls something like this, but may not be this, but thought that it was something extremely confidential through the GM's Office. If we (NLP) did have any documentation, it would only be the contract and that would be if it was done by the BCLDB – could have been done through the province?? but I am not sure.

I still have Scott investigating through our old archived files, but the old documentation was minimal at best. I will update you when I get any further information.

Cheers,

Sandra Smith
BC Liquor Distribution Branch
Phone: 604-252-3195
Sandra.Smith@BCLDB.com
www.bcldb.com

From: Anutooshkin, Kelly LDB:EX
Sent: Tuesday, June 19, 2012 8:00 AM
To: Smith, Sandra LDB:EX
Cc: Fo, Donna LDB:EX
Subject: RE: Palliser Strategy Corporation

Hey Sandra:

No payment to this company has ever been made. As of April 2006.

Prior to April 2006, we would not know, as we do not have access to the computer system we had back then. (PeopleSoft)

Kelly

Kelly Anne Anutooshkin
Supervisor, Accounts Payable
Kelly.Anutooshkin@BCLDB.com
Phone: 604-252-3329
Fax: 604-252-3313

From: Smith, Sandra LDB:EX
Sent: Monday, June 18, 2012 2:15 PM
To: Anutooshkin, Kelly LDB:EX; Fo, Donna LDB:EX
Subject: Palliser Strategy Corporation

Hi ladies, has the BCLDB ever made a payment to a company by the name of "**Palliser Strategy Corporation**"? The payment(s) could have occurred (if they occurred at all) sometime around August 2005 to February 2006.

Thanks,

Sandra

Lok, Wesley LDB:EX

From: Smith, Sandra LDB:EX
Sent: Thursday, June 21, 2012 4:09 PM
To: Sidhu, Jaime LDB:EX
Cc: Calvo, Manami LDB:EX
Subject: RE: Palliser Strategy Corporation FOI Request LDB 2012-00026

Thanks Jaime, we'll inquire with Elaine.

Cheers,

Sandra Smith
BC Liquor Distribution Branch
Phone: 604-252-3195
Sandra.Smith@BCLDB.com
www.bcldb.com

From: Sidhu, Jaime LDB:EX
Sent: Thursday, June 21, 2012 3:51 PM
To: Smith, Sandra LDB:EX
Cc: Calvo, Manami LDB:EX
Subject: RE: Palliser Strategy Corporation FOI Request LDB 2012-00026

Hi Sandra, yes we do not have access to AP records before April 2006 on site. We could request for a box that is offsite that may contain a vendor folder for Palliser or raise a work request to have IS query the old Peoplesoft financial system (through Thomas Lee in IS) if this is still possible.

The other option is to check the Annual Supplier Payments lists produced in Financial Reporting department (these would be total payment to vendors). Elaine Low would be the contact for this, and I believe we have reports available on our web site as well.

Hope that helps.

Jaime Sidhu, CMA, B.TECH
Director, Expenditure
BC Liquor Distribution Branch
Tel: 604-252-3157

From: Smith, Sandra LDB:EX
Sent: Tuesday, June 19, 2012 10:47 AM
To: Sidhu, Jaime LDB:EX
Cc: Calvo, Manami LDB:EX
Subject: RE: Palliser Strategy Corporation FOI Request LDB 2012-00026

Hi Jaime, we have received an FOI Request for a report that was commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB. To assist in locating information on this report I am wondering if we have ever made payment(s) to this company. Unfortunately I have found out that prior to April 2006 AP is not able to access the old computer system that the BCLDB had back then. So, I am now wondering if there are any "old" reporting documents/reports that you can reference to possibly identify if we ever made a payment to a company by the name of "Palliser Strategy Corporation" or "Pallister Strategy Corporation" sometime around August 2005 to February 2006?

If you could let Manami and myself know of any information, it would be greatly appreciated.

Many thanks,

Sandra Smith
BC Liquor Distribution Branch
Phone: 604-252-3195
Sandra.Smith@BCLDB.com
www.bcldb.com

From: Anutooshkin, Kelly LDB:EX
Sent: Tuesday, June 19, 2012 8:00 AM
To: Smith, Sandra LDB:EX
Cc: Fo, Donna LDB:EX
Subject: RE: Palliser Strategy Corporation

Hey Sandra:

No payment to this company has ever been made. As of April 2006.

Prior to April 2006, we would not know, as we do not have access to the computer system we had back then. (PeopleSoft)

Kelly

Kelly Anne Anutooshkin
Supervisor, Accounts Payable
Kelly.Anutooshkin@BCLDB.com
Phone: 604-252-3329
Fax: 604-252-3313

From: Smith, Sandra LDB:EX
Sent: Monday, June 18, 2012 2:15 PM
To: Anutooshkin, Kelly LDB:EX; Fo, Donna LDB:EX
Subject: Palliser Strategy Corporation

Hi ladies, has the BCLDB ever made a payment to a company by the name of "**Palliser Strategy Corporation**"? The payment(s) could have occurred (if they occurred at all) sometime around August 2005 to February 2006.

Thanks,

Sandra

Lok, Wesley LDB:EX

From: Lebrun, Matthew LDB:EX
Sent: Wednesday, June 27, 2012 12:18 PM
To: Calvo, Manami LDB:EX
Subject: RE: Missing Report

Hi Manami – I have looked all the records in that folder, and am unable to find anything that you are looking for.

Cheers,

Matthew Lebrun
Information Resource Administrator
Recorded Information Management Services
BC Liquor Distribution Branch
604.252.3321
Matthew.Lebrun@bclddb.com

From: Calvo, Manami LDB:EX
Sent: Wednesday, June 27, 2012 11:18 AM
To: Lebrun, Matthew LDB:EX
Subject: FW: Missing Report

Hi Matt,

We are looking for a report done by “**Palliser** Strategy Corporation”, “**Pallister** Strategy Corporation” or “Patricia Hamilton” in 2005-2006 for a FOI request. One idea that Troy had was that maybe a copy of this report is embedded in the records folder for 2012-00007. Can you have a look at all the reports in the folder O:\Information and Privacy\Freedom of Information\Requests for General Information\2012\2012-07 - LDB Warehouse Outsourcing\Records and double check if any of these reports were written by a “**Palliser** Strategy Corporation”, “**Pallister** Strategy Corporation” or “Patricia Hamilton”?

I am not sure of the title of the report but it would have something to do with logistics operations of LDB, so it is possible that “Logistics” and “Operations” may be keywords in the title.

Thank you Matt and let me know if you have any questions.

Manami

From: Calvo, Manami LDB:EX
Sent: Wednesday, June 27, 2012 8:40 AM
To: Vink, Troy LDB:EX
Subject: Missing Report

Hi Troy,

We have received an FOI Request for a report that was commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB. The contractor was “**Palliser** Strategy Corporation”, “**Pallister** Strategy

Corporation" or "Patricia Hamilton" and the report was done sometime around August 2005 to February 2006. The report studied logistics operations of LDB, it is possible that "Logistics" and "Operations" were keywords in the title. Would it be possible to do a search in RIMS for me? Most likely we will have this report in storage at IM.

Thank you and let me know if you have any questions.
Manami

Manami Calvo
Manager of Information Programs
BC Liquor Distribution Branch
Recorded Information Management Services
Phone: 604.252.3011
Fax: 604.252.3012
E-Mail: Manami.Calvo@bclddb.com

Lok, Wesley LDB:EX

From: Low, Elaine LDB:EX
Sent: Friday, June 29, 2012 9:25 AM
To: Calvo, Manami LDB:EX
Subject: FW: FOI request

Hi Manami,
IT checked the AP database for the names below and did not find anything.

Elaine

From: Anand, Paul LDB:EX
Sent: Friday, June 29, 2012 9:21 AM
To: Low, Elaine LDB:EX; Kok, Robert LDB:EX
Cc: Lee, Thomas LDB:EX
Subject: FW: FOI request

Elaine – please advise

Cheers,

Paul Anand, PMP
A/Manager, Corporate and Enterprise Systems
BC Liquor Distribution Branch
Office (604) 252-3068
Cell s.17

From: Lee, Thomas LDB:EX
Sent: Friday, June 29, 2012 9:00 AM
To: Anand, Paul LDB:EX; Kok, Robert LDB:EX
Subject: RE: FOI request

Paul,
I queried the AP database. But I was unable to find a reference to "PALLIS" or Patricia Hamilton. So I need clarification on the vendor name.

“**Palliser** Strategy Corporation”, “**Pallister** Strategy Corporation” or “Patricia Hamilton”.

From: Anand, Paul LDB:EX
Sent: Thursday, June 28, 2012 5:15 AM
To: Lee, Thomas LDB:EX; Kok, Robert LDB:EX
Subject: Fw: FOI request

Thomas - please advise
(Blackberry)

From: Swail, Murray LDB:EX
Sent: Wednesday, June 27, 2012 08:05 PM
To: Anand, Paul LDB:EX

Subject: RE: FOI request

This should be directed to Thomas I think as he supported this ap. The database should be up and running. If not, that could be an issue for me or the DBA's.

Murray Swail,

Programmer Analyst

BCLDB Application Development

604-252-3058

From: Anand, Paul LDB:EX
Sent: June 27, 2012 3:18 PM
To: Swail, Murray LDB:EX
Subject: FW: FOI request

Murray – pls advise

Cheers,

Paul Anand, PMP

A/Manager, Corporate and Enterprise Systems

BC Liquor Distribution Branch

Office (604) 252-3068

Cell

s.17

From: Low, Elaine LDB:EX
Sent: Wednesday, June 27, 2012 3:18 PM
To: Anand, Paul LDB:EX
Cc: Sidhu, Jaime LDB:EX; Calvo, Manami LDB:EX
Subject: FOI request

Paul, we have received a FOI request for payments made to any of the vendors listed below. Can IT run a query against the PeopleSoft AP database for fiscal 2005-06?

“Palliser Strategy Corporation”,

“Pallister Strategy Corporation”

or “Patricia Hamilton”.

Regards,

Elaine Low

Director, Financial Planning and Reporting

Liquor Distribution Branch

phone - 604-252-3158

fax - 604-252-3175

elaine.low@bcldb.com

www.bcldb.com

Cornett, Kathy M JAG:EX

From: Cornett, Kathy M JAG:EX
Sent: Friday, July 6, 2012 11:46 AM
To: Shotton, Ryan GCPE:EX
Cc: Woolley, Paul GCPE:EX; Ash, Christine GCPE:EX
Subject: LDB INFORMATION: 482066 FOI Request EGM-2012-00086 - Signoff package Due July 24, 2012
Attachments: 2012-07-05_FOI_SSBC_Approval_Slip_GM-signed.pdf

Ryan, I am providing Lori with the attached signoff package for her approval. I am forwarding it to you for your information. Please note that "no responsive records were located".

Thank you, Kathy

From: Fisher, Samara SSBC:EX
Sent: Wednesday, July 4, 2012 1:54 PM
To: Cornett, Kathy M JAG:EX
Subject: Ministry signoff needed - EGM-2012-00086 - Due July 11/12

Good afternoon Kathy. Attached please find the approval slip for this "no records" response.

Thanks, have a great afternoon!
Samara

Request Number: 292-30/EGM-2012-00086

1. IAO - Review of Harms/Issues/Recommendations provided by Ministry Program Area

Request Received: June 11, 2012

Due Date: July 24, 2012

Requester type: Media

Wording of the request:

"A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB."

Comments/Background

- The applicant submitted the same request under JAG-2012-00890 and LDB-2012-00026.
- A call for records was sent to the DSG's office on June 18, 2012, under JAG-2012-00890 and to the LCLB under EGM-2012-00086. At that time, LDB was processing their own request.
- On June 20, 2012, it was determined that the JAG file would be fully transferred to EGM and the LDB file would be closed. The applicant was notified June 21, 2012 that a response would be sent under EGM-2012-00086 for all requests submitted.
- A call for records was sent to LDB on June 20, 2012. On June 29, 2012 LDB confirmed they did not have a copy of the report.
- LCLB confirmed they do not have a copy of the report on June 26, 2012.
- The DSG's office confirmed that they do not have a copy of the report on June 27, 2012.

Consultations:

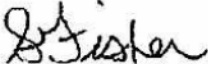
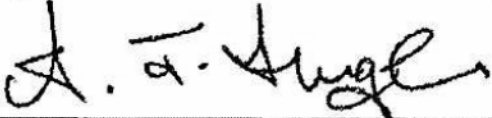

❖ N/A

Recommendation:

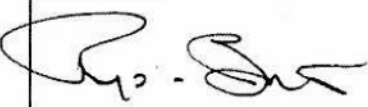
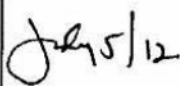
IAO recommends advising the applicant that although a thorough search was completed, no responsive records could be located.

Publication Recommendations:

As this will be a no responsive records response this general FOI request will NOT be published on the Open Information website.

FOI Analyst: Samara Fisher Analyst, Justice /Social Team Information Access Operations	Signature: 	Date: July 4, 2012
Peer Review: Alan Hughes Sr. Analyst, Justice /Social Team Information Access Operations	Signature: 	Date: July 4, 2012
FOI Director/Manager Approval: Vicki Hudson Manager, Justice /Social Team Information Access Operations	Signature: 	Date: July 4, 2012

2. FOI and Ministry Executive - Approval to Release Package to applicant

Ministry Executive: Name: Roger Bissoondatt Acting General Manager Liquor Distribution Branch	Signature: 	Date: 
Ministry Executive: Name: Lori Wanamaker Deputy Solicitor General	Signature:	Date:
Comments:		

3. FOI - Release to applicant

Package release prepared by:	FOI Analyst:	Date:
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*Note that all General FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the Open Information and Open Data Policy.

Cornett, Kathy M JAG:EX

From: Cornett, Kathy M JAG:EX
Sent: Monday, July 9, 2012 10:02 AM
To: Hughes, Alan LCTZ:EX
Subject: DSG APPROVED: 482066 FOI Request EGM-2012-00086 - Signoff package Due July 24, 2012
Attachments: Document.pdf

Forwarding to you in Samara's absence. Thank you, Kathy

From: Cornett, Kathy M JAG:EX
Sent: Monday, July 9, 2012 10:01 AM
To: Fisher, Samara SSBC:EX
Subject: DSG APPROVED: 482066 FOI Request EGM-2012-00086 - Signoff package Due July 24, 2012

Hi Samara, the "approved" signoff sheet is attached for the above noted request. Thank you, Kathy

From: Fisher, Samara SSBC:EX
Sent: Wednesday, July 4, 2012 1:54 PM
To: Cornett, Kathy M JAG:EX
Subject: Ministry signoff needed - EGM-2012-00086 - Due July 11/12

Good afternoon Kathy. Attached please find the approval slip for this "no records" response.

Thanks, have a great afternoon!
Samara

Request Number: 292-30/EGM-2012-00086

1. IAO - Review of Harms/Issues/Recommendations provided by Ministry Program Area

Request Received: June 11, 2012

Due Date: July 24, 2012

Requester type: Media

Wording of the request:

"A report by the Pallister Strategy Corporation commissioned in October 2005 and presented in mid-December 2005 that studied logistics operations of BC LDB."

Comments/Background

- The applicant submitted the same request under JAG-2012-00890 and LDB-2012-00026.
- A call for records was sent to the DSG's office on June 18, 2012, under JAG-2012-00890 and to the LCLB under EGM-2012-00086. At that time, LDB was processing their own request.
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- A call for records was sent to LDB on June 20, 2012. On June 29, 2012 LDB confirmed they did not have a copy of the report.
- LCLB confirmed they do not have a copy of the report on June 26, 2012.
- The DSG's office confirmed that they do not have a copy of the report on June 27, 2012.

Consultations:

❖ N/A

Recommendation:

IAO recommends advising the applicant that although a thorough search was completed, no responsive records could be located.

Publication Recommendations:

As this will be a no responsive records response this general FOI request will NOT be published on the Open Information website.

FOI Analyst:

Samara Fisher
Analyst, Justice /Social Team
Information Access Operations

Signature:

Samara Fisher

Date: July 4, 2012

Peer Review:

Alan Hughes
Sr. Analyst, Justice /Social Team
Information Access Operations

Signature:

A. A. Hughes

Date: July 4, 2012

FOI Director/Manager Approval:

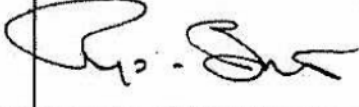
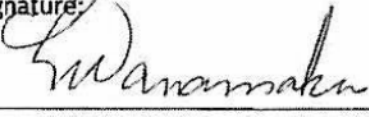
Vicki Hudson
Manager, Justice /Social Team
Information Access Operations

Signature:

Vicki Hudson

Date: July 4, 2012

2. FOI and Ministry Executive - Approval to Release Package to applicant

Ministry Executive: Name: Roger Bissoondatt Acting General Manager Liquor Distribution Branch	Signature: 	Date: July 5/12
Ministry Executive: Name: Lori Wanamaker Deputy Solicitor General	Signature: 	Date: 7/9/12
Comments:		

3. FOI - Release to applicant

Package release prepared by:	FOI Analyst:	Date:
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*Note that all General FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the Open Information and Open Data Policy.