

FOI Coordinator FIN:EX

From: Myers, Adam <IAOCentralTeam@gov.bc.ca>
Sent: April 25, 2016 8:59 AM
To: FOI Coordinator FIN:EX
Cc: MacLean, Shelley FIN:EX; Gillies, Jessica FIN:EX
Subject: Call for Records FIN-2016-61540 Records Due May 2, 2016
Attachments: Integrated Call for Records Form.pdf

Hello,

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

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

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

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

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

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

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

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

Please do not hesitate to contact IAO to discuss:

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

Thank you for your assistance,

Adam Myers
FOI Analyst
Central Agency Team
Information Access Operations



CALL FOR RECORDS – FOI REQUEST

Request Number: FIN-2016-61540

GENERAL REQUEST ☒

PERSONAL REQUEST ☐

Personal Request authorization received date: _____

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

REQUEST DETAILS:

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

Section 1: Initial Records Assessment

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

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

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

If yes, specify: _____

NO RECORDS RESPONSE APPROVAL:

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

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

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

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

Search

Locating/Retrieving

Tasks may include:

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

Estimated Hours

Actual Hours

Producing records

Tasks may include:

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

Estimated Hours

Actual Hours

Volume

Electronic files (in pages):

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

Email without attachments:

Estimated Pages

Actual Pages

Email with attachments:

Estimated Pages

Actual Pages

*Other documents

Estimated Pages

Actual Pages

Hardcopy files (in pages):

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

Estimated Pages

Actual Pages

Preparation

Tasks may include :

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

Estimated Hours

Actual Hours

Section 3: Search Summary and Program Area Recommendations

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

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

YES ☐

NO ☐

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

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

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

(GENERAL REQUEST ONLY)-

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

Section 4: Contact Information

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

Phone Number:

Date:

Harms assessment completed by (Full Name, Title)

Program Area:

Harms assessment approved by (Full Name, Title)

FOI Coordinator FIN:EX

From: Clark, Heather L FIN:EX
Sent: May 18, 2016 9:06 AM
To: FOI Coordinator FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

Here is the one we asked to have transferred to JTST.... Thx.

H.

From: Richards, Tara R FIN:EX
Sent: Thursday, May 5, 2016 11:22 AM
To: Clark, Heather L FIN:EX
Subject: RE: Call for Records FIN-2016-61540 Records Due May 2, 2016

Yes, she also wants my eyes on the file so is there a way I can see it before it goes to her for approval

From: Clark, Heather L FIN:EX
Sent: Thursday, May 5, 2016 10:56 AM
To: Richards, Tara R FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

This is the FOI request for Athana's travel - I have asked IAO to get back to me to confirm JTST has taken this as a transfer as Finance does not hold any of these records. Do you want me to touch base with someone over in JTST's FOI shop so we can monitor this in terms of timing, etc.? I

Heather

From: McKinstry, Cindy D FIN:EX
Sent: Thursday, May 5, 2016 9:41 AM
To: Clark, Heather L FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

From: McKinstry, Cindy D FIN:EX
Sent: Tuesday, April 26, 2016 4:07 PM
To: Mulloy, Eleanor FIN:EX
Subject: RE: Call for Records FIN-2016-61540 Records Due May 2, 2016

Hi Eleanor,

Not sure if this should be a transfer or a no records response. I can sign the CFR form tomorrow. We have no records as Jobs Tourism is the entity that processed her travel. We have not processed anything as of yesterday's date.

Thanks,
Cindy

From: Mulloy, Eleanor FIN:EX
Sent: Monday, April 25, 2016 11:41 AM
To: McKinstry, Cindy D FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

Please see attached

From: FOI Coordinator FIN:EX
Sent: Monday, April 25, 2016 11:34 AM
To: Mulloy, Eleanor FIN:EX
Cc: FOI Coordinator FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

For Cindy's attention. Thank you.

Heather

From: Myers, Adam [<mailto:IAOCentralTeam@gov.bc.ca>]
Sent: Monday, April 25, 2016 8:59 AM
To: FOI Coordinator FIN:EX
Cc: MacLean, Shelley FIN:EX; Gillies, Jessica FIN:EX
Subject: Call for Records FIN-2016-61540 Records Due May 2, 2016

Hello,

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

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

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Please do not hesitate to contact IAO to discuss:

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

Thank you for your assistance,

Adam Myers
FOI Analyst
Central Agency Team
Information Access Operations

FOI Coordinator FIN:EX

From: Myers, Adam FIN:EX
Sent: May 19, 2016 2:08 PM
To: FOI Coordinator FIN:EX
Subject: RE: Call for Records FIN-2016-61540 Records Due May 2, 2016

Hi Michelle,

We're going ahead with "Records with another Ministry" I should have the sign form to you shortly.

Thanks,
Adam

From: FOI Coordinator FIN:EX
Sent: Thursday, May 19, 2016 1:47 PM
To: IAO CentralTeam FIN:EX; Myers, Adam FIN:EX
Cc: FOI Coordinator FIN:EX
Subject: RE: Call for Records FIN-2016-61540 Records Due May 2, 2016
Importance: High

Can someone please give me an update on this as per Heather's request below on behalf of our DM.

Thanks
Michelle

From: IAO CentralTeam FIN:EX
Sent: Monday, May 9, 2016 3:01 PM
To: Myers, Adam FIN:EX
Cc: FOI Coordinator FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016
Importance: High

FYI, Michelle is asking for an update on this please.

Thanks,

Kristen

From: FOI Coordinator FIN:EX
Sent: Monday, May 9, 2016 2:18 PM
To: FOI Coordinator FIN:EX; IAO CentralTeam FIN:EX
Cc: Mulloy, Eleanor FIN:EX
Subject: RE: Call for Records FIN-2016-61540 Records Due May 2, 2016
Importance: High

Our DM has asked for an update on this please. I would like to know if this has been transferred to JTST as the Ministry of Finance does not hold any records for this request because the travel was taken and paid for while the employee was at JTST. Thank you.

Heather

From: FOI Coordinator FIN:EX
Sent: Thursday, May 5, 2016 9:50 AM
To: FOI Coordinator FIN:EX; IAO CentralTeam MTIC:EX
Cc: Mulloy, Eleanor FIN:EX
Subject: RE: Call for Records FIN-2016-61540 Records Due May 2, 2016
Importance: High

Hello Central Team,

Can someone please confirm asap whether this has formally be transferred to JTST? Thank you.

Heather

From: FOI Coordinator FIN:EX
Sent: Wednesday, April 27, 2016 11:41 AM
To: IAO CentralTeam MTIC:EX
Cc: FOI Coordinator FIN:EX; Mulloy, Eleanor FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

Hi Adam,

Please see attached NRR for this request. Cindy has indicated that Jobs Tourism should have records so not sure if this should be an actual transfer. Please let me know if a transfer does take place.

Thanks
Michelle

From: Mulloy, Eleanor FIN:EX
Sent: Wednesday, April 27, 2016 8:16 AM
To: FOI Coordinator FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

Please see question below

From: McKinstry, Cindy D FIN:EX
Sent: Tuesday, April 26, 2016 4:07 PM
To: Mulloy, Eleanor FIN:EX
Subject: RE: Call for Records FIN-2016-61540 Records Due May 2, 2016

Hi Eleanor,

Not sure if this should be a transfer or a no records response. I can sign the CFR form tomorrow. We have no records as Jobs Tourism is the entity that processed her travel. We have not processed anything as of yesterday's date.

Thanks,
Cindy

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Sent: Monday, April 25, 2016 11:41 AM
To: McKinstry, Cindy D FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

Please see attached

From: FOI Coordinator FIN:EX
Sent: Monday, April 25, 2016 11:34 AM
To: Mulloy, Eleanor FIN:EX
Cc: FOI Coordinator FIN:EX
Subject: FW: Call for Records FIN-2016-61540 Records Due May 2, 2016

For Cindy's attention. Thank you.

Heather

From: Myers, Adam [<mailto:IAOCentralTeam@gov.bc.ca>]
Sent: Monday, April 25, 2016 8:59 AM
To: FOI Coordinator FIN:EX
Cc: MacLean, Shelley FIN:EX; Gillies, Jessica FIN:EX
Subject: Call for Records FIN-2016-61540 Records Due May 2, 2016

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Request also directed to: N/A
Records Due: May 2, 2016
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- any other questions or concerns relating to this request.

Thank you for your assistance,

Adam Myers
FOI Analyst
Central Agency Team
Information Access Operations

FOI Coordinator FIN:EX

From: Myers, Adam <IAOCentralTeam@gov.bc.ca>
Sent: May 20, 2016 2:20 PM
To: FOI Coordinator FIN:EX
Cc: Clark, Heather L FIN:EX
Subject: Sign Off FIN-2016-61540
Attachments: Sign Off FIN-2016-61540.pdf; G - Response - NRR Coordinated.docx

Good afternoon,

Please see attached sign off package for public body approval.

Sign off due: May 20, 2016

Legislated due date of file: May 20, 2016

Thank you,

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



IAO - Review of Harms and Response Recommendations

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

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

Comments/Background:

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

Recommendations:

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

Publication Recommendations:

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

FOI Analyst:
Adam Myers

Signature:

Date: May 19, 2016

FOI Manager:
Cindy Elbahir

Signature:

Date: May 20, 2016

Ministry - Agreement with Recommendations

Approval Authority:
Athana Mentzelopoulos
Deputy Minister

Signature:

Date:

Comments:



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

May 20, 2016

Sent via email:

Dear:

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

I am writing further to your request received by the Ministry of Finance. Your request is for:

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

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

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

If you have any questions regarding your request, please contact Adam Myers, the analyst assigned to your request, at 250-952-7998. This number can be reached toll-free by calling from Vancouver, 604 660-2421, or from elsewhere in BC, 1 800 663-7867 and asking to be transferred to 250-952-7998.

.../2

You have the right to ask the Information and Privacy Commissioner to review this decision. I have enclosed information on the review and complaint process.

Sincerely,

Cindy Elbahir, Manager
Central Agency Team
Information Access Operations

Enclosure

<p>How to Request a Review with the Office of the Information and Privacy Commissioner</p>
--

If you have any questions regarding your request please contact the analyst assigned to your file. The analyst's name and telephone number are listed in the attached letter.

Pursuant to section 52 of the *Freedom of Information and Protection of Privacy Act* (FOIPPA), you may ask the Office of the Information and Privacy Commissioner to review any decision, act, or failure to act with regard to your request under FOIPPA.

A complete copy of FOIPPA is available online at:

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

Please note that you have 30 business days to file your review with the Office of the Information and Privacy Commissioner. In order to request a review please write to:

Information and Privacy Commissioner
PO Box 9038 Stn Prov Govt
4th Floor, 947 Fort Street
Victoria BC V8W 9A4
Telephone 250 387-5629 Fax 250 387-1696

If you request a review, please provide the Commissioner's Office with:

1. A copy of your original request;
2. A copy of our response; and
3. The reasons or grounds upon which you are requesting the review.

FOI Coordinator FIN:EX

From: Myers, Adam <IAOCentralTeam@gov.bc.ca>
Sent: May 20, 2016 2:57 PM
To: FOI Coordinator FIN:EX
Cc: Clark, Heather L FIN:EX
Subject: Sign Off FIN-2016-61540
Attachments: Sign Off FIN-2016-61540.pdf; G - Response - NRR Coordinated.docx

Good afternoon,

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

Sign off due: May 20, 2016

Legislated due date of file: May 20, 2016

Thank you,

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



IAO - Review of Harms and Response Recommendations

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

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

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- JTST has confirmed they hold records responsive to this request.

Recommendations:

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

Publication Recommendations:

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 - IAO recommends: Do Not Publish.
 - The reason for 'Do Not Publish' is: Outside Scope of Publication Policy.

FOI Analyst:
Adam Myers

Signature:

Date: May 20, 2016

FOI Manager:
Cindy Elbahir

Signature:

Date: May 20, 2016

Ministry - Agreement with Recommendations

Ministry Executive:
Tara Richards
Assistant Deputy Minister

Signature:

Date:

Ministry Executive
Athana Mentzelopoulos
Deputy Minister

Signature:

Date:

Comments:



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

May 20, 2016

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1. A copy of your original request;
2. A copy of our response; and
3. The reasons or grounds upon which you are requesting the review.

FOI Coordinator FIN:EX

From: Mulloy, Eleanor FIN:EX
Sent: May 20, 2016 3:09 PM
To: FOI Coordinator FIN:EX
Cc: Clark, Heather L FIN:EX; Richards, Tara R FIN:EX
Subject: FW: Sign Off FIN-2016-61540
Attachments: Sign Off FIN-2016-61540.pdf; G - Response - NRR Coordinated.docx; Scan_20160520.pdf

Importance: High

From: FOI Coordinator FIN:EX
Sent: Friday, May 20, 2016 3:01 PM
To: Mulloy, Eleanor FIN:EX
Cc: Clark, Heather L FIN:EX
Subject: FW: Sign Off FIN-2016-61540
Importance: High

Hi Eleanor,

Please see attached sign off for this request.

Thanks
Michelle

From: Myers, Adam [<mailto:IAOCentralTeam@gov.bc.ca>]
Sent: Friday, May 20, 2016 2:57 PM
To: FOI Coordinator FIN:EX
Cc: Clark, Heather L FIN:EX
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Ph: 250 952-7998 | **e:** Adam.Myers@gov.bc.ca | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



IAO - Review of Harms and Response Recommendations

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Comments/Background:

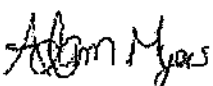
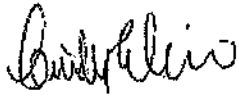
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- JTST has confirmed they hold records responsive to this request.

Recommendations:


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

Publication Recommendations:

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

FOI Analyst: Adam Myers	Signature: 	Date: May 20, 2016
FOI Manager: Cindy Elbahr	Signature: 	Date: May 20, 2016

Ministry - Agreement with Recommendations

Ministry Executive: Steve Klack Tara Richards Assistant Deputy Minister	Signature: 	Date: May 20/16
Ministry Executive Athana Mentzelopoulos Deputy Minister	Signature:	Date:

Comments:

FOI Coordinator FIN:EX

From: Elbahir, Cindy FIN:EX
Sent: May 20, 2016 3:36 PM
To: Clark, Heather L FIN:EX
Cc: FOI Coordinator FIN:EX
Subject: revised letter
Attachments: G - Response - NRR Coordinated.docx

Hi, Heather. Please see attached – let me know if any revisions required. Thanks so much!

Cindy



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

May 20, 2016

Sent via email: s.22

s.22

Dear s.22

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

I am writing further to your request received by the Ministry of Finance. Your request is for:

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

The Ministry of Finance did not locate records in response to your request. Your file with the Ministry of Finance is now closed.

Athana Mentzelopoulos was Deputy Minister, Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour (JTST) during the date range sought therefore that public body holds records responsive to your request. Section 11 of FOIPPA allows a transfer to another public body to occur within 20 days of a request being received. The opportunity to transfer your request within this timeline was missed as a result of an administrative oversight. Sincere apologies for this oversight.

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

.../2

If you have any questions regarding your request, please contact Adam Myers, the analyst assigned to your request, at 250-952-7998. This number can be reached toll-free by calling from Vancouver, 604 660-2421, or from elsewhere in BC, 1 800 663-7867 and asking to be transferred to 250-952-7998.

You have the right to ask the Information and Privacy Commissioner to review this decision. I have enclosed information on the review and complaint process.

Sincerely,

Cindy Elbahir, Manager
Central Agency Team
Information Access Operations

Enclosure

<p>How to Request a Review with the Office of the Information and Privacy Commissioner</p>
--

If you have any questions regarding your request please contact the analyst assigned to your file. The analyst's name and telephone number are listed in the attached letter.

Pursuant to section 52 of the *Freedom of Information and Protection of Privacy Act* (FOIPPA), you may ask the Office of the Information and Privacy Commissioner to review any decision, act, or failure to act with regard to your request under FOIPPA.

A complete copy of FOIPPA is available online at:

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

Please note that you have 30 business days to file your review with the Office of the Information and Privacy Commissioner. In order to request a review please write to:

Information and Privacy Commissioner
PO Box 9038 Stn Prov Govt
4th Floor, 947 Fort Street
Victoria BC V8W 9A4
Telephone 250 387-5629 Fax 250 387-1696

If you request a review, please provide the Commissioner's Office with:

1. A copy of your original request;
2. A copy of our response; and
3. The reasons or grounds upon which you are requesting the review.

FOI Coordinator FIN:EX


From: Gillies, Jessica FIN:EX
Sent: June 6, 2016 12:54 PM
To: FOI Coordinator FIN:EX
Cc: MacLean, Shelley FIN:EX
Subject: Status update request - FIN-2016-21540

Hi Farrah,

Athana has asked for a status update on FIN-2016-61540. Could you please let us know what the current status is?

Thanks,

Jessica Gillies
Manager, FOI & Correspondence Unit
FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance
[Correspondence intranet page](#)
phone 250 387-3513 | email Jessica.Gillies@gov.bc.ca

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FOI Coordinator FIN:EX

From: Wiltshire, Farrah FIN:EX
Sent: June 6, 2016 3:33 PM
To: Gillies, Jessica FIN:EX
Cc: MacLean, Shelley FIN:EX
Subject: FW: Sign Off FIN-2016-61540

Sorry, I realize I should have cc'd Shelley on that email.

Thanks!

Farrah Wiltshire
FOI Coordinator
250-386-8078

From: Wiltshire, Farrah FIN:EX **On Behalf Of** FOI Coordinator FIN:EX
Sent: Monday, June 6, 2016 3:32 PM
To: Gillies, Jessica FIN:EX
Subject: FW: Sign Off FIN-2016-61540

Hi Jessica,

I've included the email trail below for you, but it looks like 61540 is closed as it was transferred to JTST.

Thanks!

Farrah Wiltshire
FOI Coordinator
250-386-8078

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

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

Heather

From: FOI Coordinator FIN:EX
Sent: Friday, May 20, 2016 3:01 PM
To: Mulloy, Eleanor FIN:EX
Cc: Clark, Heather L FIN:EX
Subject: FW: Sign Off FIN-2016-61540
Importance: High

Hi Eleanor,

Please see attached sign off for this request.

Thanks
Michelle

From: Myers, Adam [<mailto:IAOCentralTeam@gov.bc.ca>]
Sent: Friday, May 20, 2016 2:57 PM
To: FOI Coordinator FIN:EX
Cc: Clark, Heather L FIN:EX
Subject: Sign Off FIN-2016-61540

Good afternoon,

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

Sign off due: May 20, 2016

Legislated due date of file: May 20, 2016

Thank you,

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