From:

Courcy, Danny <IAOCentralTeam@gov.bc.ca>

Sent:

August 3, 2018 2:56 PM FOI Coordinator FIN:EX

To: Cc:

Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject:

Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,



FOI REQUEST: F

FIN-2018-85464	
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GENERAL REQUI	est 💿		ONAL REQ I Request auth	UEST () orization received date:	
APPLICANT TYPE	DATE RECEIVED) FOLA	NALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	August 3, 2018	Rene Sorbo	e		August 20, 2018
REQUEST DETAILS:					
All records about the proc	cessing and handling of F	TN-2018-82684			
Section 1; Initial Re	cords Assessment				
Do you hold responsive	records? If no, please prov	ide an explapation	that can be given t	o the applicant (if applicable):	YESO NOO
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Are you aware of other	records that may be res	ponsive to this	request held by	another public body?	YES O NO O
If yes, specify:		t dem progress of services transcent of the	Annual Control of the		
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 Ensuring completenes Copying other types o 		ecify:			Page 2 of 141 FIN-2018

ection 3: Search Summary and Program Area Rec	ommendaciens 🔻 🔭	
ease describe the search for records including what records y cords, etc.), duration of search time, and who concluded the s	vere searched, (eg. files, email, databa search for records	ses, TRIM files, off site
ould release of any/all of the responsive records potentially ca	ouse harm? YES	O NO O
Harm - Disclosure of the records would significantly harm to . The harms assessment allows FOI staff to better understang ecommendations based on potential harms. (Issues associated to the harms assessment should be communicated to your minublic Engagement office.)	d the context of the records and make d with possible disclosure through the	informed severing FOI process that are unrelated
yes which information, if released, may cause harm? Please reference the applicable records and information of con If any of these records have been prepared for, or used to infor- infidences) may apply. Please identify the applicable records an en made public or implemented?	m, a decision of Cabinet or any of its co	mmittees, section 12 (Cabinet
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uless specific <u>exemption criteria</u> apply, records provided to the overnment's Open Information Website If you have any con-	he applicant in response to this reques cerns about the publication of the resp	t will be published on the consive records please
dicate here of discuss with your FOI Analyst:		
ection 4: Contact Information		
	Phone Number:	Date:
Vho completed this form? (Full Name, Title):	Phone Number: Program Area:	Date:
ection 4: Contact Information Who completed this form? (Full Name, Title): Iarms assessment completed by (Full Name, Title)		Date:

From:

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Follow Up Flag:

Follow up Completed

Flag Status:

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FOI REQUEST:

REQUEST DETAILS: All records about the processing and handling of FDN-2018-82684 Section 1. Annual Records Assessment Do you hold responsive records? It us, please provide an esplanation 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? Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request within your Ministry? YES NO YES NO 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 within your Ministry? YES NO YES NO Are you aware of other records that may be responsive to the sequent Ministry Poll Contact (If applicable) for Delegated Head's final public body approval If no records have been located. Signature: Signature: Date: Producing records Tasks may include: Seatimated Hours Actual Pages Actual Pages Actual Pages Actual Pages Actual Pages It in legal sized folders - 1,300 pages It in legal sized folders - 1,300 pages It in letter sized folders - 2,200 pages Preparation Tasks may include: Estimated Pages Actual Pages Actual Pages Actual Pages Actual Pages Actual Pages Feijmated Hours Actual Hours Actual Pages Feijmated Hours Actual Hours	GENERAL REQUI	EST ⊙	PERSONAL R Personal Request	EQUEST () authorization received date:	
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ection 3: Search Summary and Program Area Res	commendations	tak di salah s
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cords, etc.), duration of search time, and who concluded the	search for records.	
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oma release or any air of the responsive records potentially c	ausc narm:	30 1100
Harm – Disclosure of the records would significantly harm c. The harms assessment allows FOI staff to better understance commendations based on potential harms. (Issues associate to the harms assessment should be communicated to your minute to be be engagement office.)	nd the context of the records and maked with possible disclosure through the	e informed severing FOI process that are unrelated
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GENERAL REQUEST ONLY)		
niess specific <u>exemption criteria</u> apply, records provided to t		
overnment's <u>Open Information Website</u> If you have any con dicate here or discuss with your FOI Analyst.	cerns about the publication of the resp	oonsive records please
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ection 4: Contact Information		
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larms assessment completed by (Full Name, Title)	Program Area:	
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Trial	1	
larms assessment approved by (Full Name, Title)		

From:

FOI Coordinator FIN:EX

Sent:

August 3, 2018 3:35 PM

To:

FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies,

Jessica FIN:EX

Cc:

FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf; Fee Estimate Question's.docx

Follow Up Flag:

Follow up

Flag Status:

Completed

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender immediately. Any unauthorized copying, disclosure or distribution of the e-mail or the information it contains is strictly forbidden.

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FOI REQUEST: F

TN-2018-85464	
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GENERAL REQUI	EST 🔘	PERSONAL RI Personal Request a	EQUEST () uthorization received date:	
APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	August 3, 2018	Rene Sorboe		August 20, 2018
REQUEST DETAILS:				
all records about the production	cessing and handling of F	IN-2018-82684		
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	ng records into electroni ss of responsive records	c format (PDF)	Estimated Hours	Actual Hours

Section A: Search Summary and Program Area Re	commendations	
lease describe the search for records including what records ecords, etc.), duration of search time, and who concluded the		ases, TRIM files, off site
Could release of any/aff of the responsive records potentially o	ause harm? YE	в О по О
*Harm – Disclosure of the records would significantly harm ic. The <u>harms assessment</u> allows FOI staff to better understan recommendations based on potential harms. (Issues associate to the harms assessment should be communicated to your min Public Engagement office.)	nd the context of the records and maked with possible disclosure through the	e informed severing e FOI process that are unrelated
f yes which information, if released, may cause harm? Please reference the applicable records and information of col If any of these records have been prepared for, or used to infol onfidences) may apply. Please identify the applicable records a een made public or implemented?	rm, a decision of Cabinet or any of its c	ommittees, section 12 (Cabinet
GENERAL REQUEST ONLY)- Inless specific <u>exemption criteria</u> apply, records provided to t	the applicant in response to this reque	st will be published on the
Fovernment's <u>Open Information Website</u> If you have any conndicate here or discuss with your FOI Analyst.	icerns about the publication of the res	ponsiye records please
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Section 4: Contact Information	B) V 7	Data
Vho completed this form? (Full Name, Title):	Phone Number:	Date:
farms assessment completed by (Full Name, Title)	Program Area:	
farms assessment approved by (Full Name, Title)		

Fee Estimate Question's

Narrowing Suggestions?: (List here)

Justifying Search Time:

- Where are you searching? (e.g. LAN, Hard copy files, Outlook)
- Who/How many people searching? (# people x # hours)
- Any other activities included in fee estimate? (e.g. search time, preparing package, photocopying, etc.)

Reminders:

We cannot charge for:

- Marking Harms will not count as part in the fee estimate
- Identifying and removing duplicates will not count in the fee estimate

From: Sent: Morgan, Melissa FIN:EX August 7, 2018 9:31 AM FOI Coordinator FIN:EX

To: Cc:

Michell, Jennifer FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean 85464 NRR.pdf

Please find attached NRR for the DMO - thanks!

From: Wanamaker, Lori FIN:EX Sent: August 7, 2018 8:10 AM To: Morgan, Melissa FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

No

From: Morgan, Melissa FIN:EX

Sent: Friday, August 3, 2018 5:04 PM

To: Wanamaker, Lori FIN:EX **Cc:** Michell, Jennifer FIN:EX

Subject: NEW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi Lori, do you think you will have records responsive to:

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you! Melissa

From: FOI Coordinator FIN:EX Sent: August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

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Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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)

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

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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,



	FOL	REQ	UEST:
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FIN-2018-85464	

GENERAL REQUI	est 💿		REQUEST () est authorization received date:	
APPLICANT TYPE	DATE RECEIVED	FOI ANALY	ST FEE ESTIMATE DUE	RECORDS DUE
Media	August 3, 2018	Rene Sorboe		August 20, 2018
REQUEST DETAILS:				
All records about the pro	cessing and handling of FN	N-2018-82684		
Section 1: Initial Re	cords Assessment		College of Property of Property and Property of the Property o	
Do you hold responsive	records? If no, please provid	e an explanation that can	be given to the applicant (if applicable):	YES NO ⊙
	records that may be resp	of the state of the state of the state of		YES O NO O
	records that may be resp	onsive to this reques	st held by another public body?	YES O NO O
If yes, specify:	anner i en tyrus Alega ekstylen i Neja ekstrania in an			
	<u>PONSE APPROVAL</u>			
<i>Please forward to Minist</i> Final Public Body Appi			ead's final public body approval if ature:	no records have been located. Date:
			s a Personal Request skip to rate an estimate as possible	Section 3)
Search	<i>"</i>			
Locating/Retrieving Tasks may include: • Searching for hard & e • Reviewing box content • Retrieving records from • Retrieving email records	lectronic files i lists <i>Actue</i> n off site	al Hours	Producing records Tasks may include: • Identifying relevant sources data/information • Manual time spent creating producing records	Actual Hours
Volume				
Electronic files (in page *Other refers to PDF, V		ail without attachme	ents: Estimated Pages	Actual Pages
photos and any other el responsive to the reques	ectronic file Ema	ail with attachments	: Estimated Pages	Actual Pages
responsive to the reque		her documents	Estimated Pages	Actual Pages
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	ng records into electronic		Estimated Hours	Actual Hours
	ss of responsive records of media; if so please spec	ifv:		Page 16 of 141 FIN 2019

lease describe the search for records including what records we		
ecords, etc.), duration of search time, and who concluded the se		ises, TRIM files, off site
etras, etc.), duration of search time, and who concluded the se-	AFCIF TOT 1 GEOLUS.	
ould release of any/all of the responsive records potentially cau	se liarm? YE:	S O NO O
Harm – Disclosure of the records would significantly harm the c. The harms assessment allows FOI staff to better understand recommendations based on potential harms. (Issues associated to the harms assessment should be communicated to your minist Public Engagement office.)	the context of the records and mak with possible disclosure through the	e informed severing FOI process that are unrelated
l yes which information, if released, may cause harm? Please reference the applicable records and information of conce If any of these records have been prepared for, or used to inform, onfidences) may apply. Please identify the applicable records and een made public or implemented?	, a decision of Cabinet or any of its c	ommittees, section 12 (Cabinet
nless specific exemption criteria apply, records provided to the		
nless specific <u>exemption criteria</u> apply, records provided to the lovernment's <u>Open Information Website</u> If you have any conce		
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nless specific exemption criteria apply, records provided to the overnment's Open Information Website If you have any concerdicate here or discuss with your FOI Analyst. ection 4: Contact Information Who completed this form? (Full Name, Title):	Phone Number:	Date:
nless specific exemption criteria apply, records provided to the overnment's Open Information Website If you have any concendicate here or discuss with your FOI Analyst. ection 4: Contact Information Who completed this form? (Full Name, Title): telissa Morgan, Executive Coordinator (acting/Director, Executive	Phone Number: Operation 778.698-5775	ponsive records please
Inless specific exemption criteria apply, records provided to the overnment's Open Information Website If you have any concendicate here or discuss with your FOI Analyst. Section 4: Contact Information Who completed this form? (Full Name, Title): Melissa Morgan, Executive Coordinator (acting/Director, Executive	Phone Number:	ponsive records please Date:
GENERAL REQUEST ONLY)- Inless specific exemption criteria apply, records provided to the overnment's Open Information Website If you have any concendicate here or discuss with your FOI Analyst. Section 4: Contact Information Who completed this form? (Full Name, Title): Melissa Morgan, Executive Coordinator (acting/Director, Executive Harms assessment approved by (Full Name, Title)	Phone Number: Operation 778.698-5775	ponsive records please Date:

From:

FOI Coordinator FIN:EX

Sent: To: August 7, 2018 9:33 AM FOI Coordinator FIN:EX; Michell, Jennifer FIN:EX

Cc:

Morgan, Melissa FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

We will have records in FOICU

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Morgan, Melissa FIN:EX

Sent: Tuesday, August 7, 2018 9:01 AM

To: FOI Coordinator FIN:EX Cc: Michell, Jennifer FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

No records in the DMO, I will submit an NRR.

From: Wanamaker, Lori FIN:EX Sent: August 7, 2018 8:10 AM To: Morgan, Melissa FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

No

From: Morgan, Melissa FIN:EX

Sent: Friday, August 3, 2018 5:04 PM

To: Wanamaker, Lori FIN:EX **Cc:** Michell, Jennifer FIN:EX

Subject: NEW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi Lori, do you think you will have records responsive to:

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you! Melissa From: FOI Coordinator FIN:EX Sent: August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

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Jessica Gillies

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

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Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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- any other questions or concerns relating to this request.

Thank you for your assistance,

From: Sent: Morgan, Melissa FIN:EX August 7, 2018 9:33 AM FOI Coordinator FIN:EX

To: Cc:

Michell, Jennifer FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Follow Up Flag: Flag Status:

Follow up Completed

Disregard this NRR - (I was thinking of DMO as just Lori.), however Jessica advises that DMO will have records...

From: Morgan, Melissa FIN:EX Sent: August 7, 2018 9:31 AM To: FOI Coordinator FIN:EX Cc: Michell, Jennifer FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Please find attached NRR for the DMO - thanks!

From: Wanamaker, Lori FIN:EX Sent: August 7, 2018 8:10 AM To: Morgan, Melissa FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

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Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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- 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,

From:

FOI Coordinator FIN:EX August 7, 2018 9:37 AM

Sent: To:

Thibadeau, Justine FIN:EX; Linkletter, Lynette FIN:EX; Hughes, Kimberly FIN:EX

Cc:

FOI Coordinator FIN:EX

Subject: Attachments: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018 Integrated Call for Records Form - clean.pdf; Fee Estimate Question's.docx

Follow Up Flag: Flag Status:

Follow up Completed

Hi all,

Do you have any records for this FOI request from the work you have been doing for the DMO?

Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Fee Estimate Question's

Narrowing Suggestions?: (List here)

Justifying Search Time:

- Where are you searching? (e.g. LAN, Hard copy files, Outlook)
- Who/How many people searching? (# people x # hours)
- Any other activities included in fee estimate? (e.g. search time, preparing package, photocopying, etc.)

Reminders:

We cannot charge for:

- Marking Harms will not count as part in the fee estimate
- Identifying and removing duplicates will not count in the fee estimate



FOI REQUEST: FIN-2018-85464

GENERAL REQUE	LST ⊙	PERSONAL F Personal Request	REQUEST () authorization received date:		
APPLICANT TYPE	DATE RECEIVE	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE	
Media	August 3, 2018	Rene Sorboe		August 20, 2018	
REQUEST DETAILS:					
All records about the proc	essing and handling of	FIN-2018-82684			
section 1: Initial Re	cords Assessment				
)o you hold responsive	r ecords? If no, please pro	vide an explanation that can be	given to the applicant (if applicable);	YES NO	
	station of the state of the sta	sponsive to this request w	vithin your Ministry?	YES O NO O	
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NO RECORDS RESS Please forward to Minister Final Public Body Appr	ry FOI Contact (if appl	icable) for Delegated Head	d's finat public body approval if n re:	o records have been located Date:	
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*Harm – Disclosure of the records would significantly harm the c. The harms assessment allows FOI staff to better understand recommendations based on potential harms. (Issues associated to the harms assessment should be communicated to your minis Public Engagement office.)	I the context of the records and make with possible disclosure through the	e informed severing FOI process that are unrelate
I yes which information, if released, may cause harm? Please reference the applicable records and information of conc If any of these records have been prepared for, or used to inform onfidences) may apply. Please identify the applicable records and een made public or implemented?	i, a decision of Cabinet or any of its c	ommittees, section 12 (Cabinet
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GENERAL REQUEST ONLY)- Inless specific exemption criteria apply, records provided to the Jovernment's Open Information Website If you have any concentrate here or discuss with your FOI Analyst. Section 4: Contact Information Who completed this form? (Full Name, Title):	erns about the publication of the res	ponsive records please
Inless specific exemption criteria apply, records provided to the overnment's Open Information Website If you have any concendicate here or discuss with your FOI Analyst. Section 4: Contact Information Who completed this form? (Full Name, Title):	Phone Number:	ponsive records please

From:

FIN REV RD FOI FIN:EX

Sent: To: August 7, 2018 10:04 AM FOI Coordinator FIN:EX

Cc:

FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Follow Up Flag: Flag Status:

Follow up Completed

Hi Jessica,

I did a complete and thorough search of temporary folders holding any work created while covering DMO FOI Coordinator and can confirm I hold NO records responsive to this request.

Many thanks,

Lynette

From: FOI Coordinator FIN:EX

Sent: Tuesday, August 7, 2018 9:37 AM

To: Thibadeau, Justine FIN:EX; Linkletter, Lynette FIN:EX; Hughes, Kimberly FIN:EX

Cc: FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi all,

Do you have any records for this FOI request from the work you have been doing for the DMO?

Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

This email and any files transmitted with it are confidential and intended solely for the use of the Individual or entity to whom they are addressed. If you have received this email in error please notify the sender immediately. Any unauthorized copying, disclosure or distribution of the e-mail or the information it contains is strictly forbidden.

From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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

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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,

From: Sent: Thibadeau, Justine FIN:EX

To:

August 8, 2018 9:00 AM FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Follow Up Flag:

Follow up Completed

Flag Status:

Hi Jessica,

I have searched my inbox and have no responsive records for this request.

Thank you,

Justine Thibadeau

Corporate Operations Branch COB | Office of the Comptroller General OCG

Ministry of Finance FIN Fax: 250-356-8388

Phone: 778-974-3082 | Email: Justine.thibadeau@gov.bc.ca

From: FOI Coordinator FIN:EX Sent: August 7, 2018 9:37 AM

To: Thibadeau, Justine FIN:EX; Linkletter, Lynette FIN:EX; Hughes, Kimberly FIN:EX

Cc: FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi all,

Do you have any records for this FOI request from the work you have been doing for the DMO?

Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

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Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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.

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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,

From:

Justesen, Josh T FIN:EX

Sent: To: August 9, 2018 12:48 PM FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

FIN-2018-85464 Fee Estimate.pdf

Follow Up Flag:

Follow up

Flag Status:

Completed

Sorry about that - please find attached.

Josh Justesen

Administrative Coordinator
Deputy Minister's Office | Ministry of Finance
Phone: (250) 387-1660 | Josh.Justesen@gov.bc.ca

From: FOI Coordinator FIN:EX

Sent: Thursday, August 9, 2018 12:47 PM

To: Justesen, Josh T FIN:EX **Cc:** FOI Coordinator FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi Josh,

There is no attachment - could you re-send?

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Justesen, Josh T FIN:EX

Sent: Thursday, August 9, 2018 12:17 PM

To: FOI Coordinator FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Good afternoon,

Please find attached a fee estimate of approximately 6 hours for the requested records.

Not sure what narrowing suggestions can be applied here as there's no date range for this request. Fee estimate could be reduced by excluding Doug Foster's records.

Regards,

Josh Justesen

Administrative Coordinator

Deputy Minister's Office | Ministry of Finance

Phone: (250) 387-1660 | Josh Justesen@gov.bc.ca

From: FOI Coordinator FIN:EX Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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.

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Please do not hesitate to contact IAO to discuss:

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- 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,



FOI REQUEST:	FIN-2018-85464	

)	PERSONAL Personal Requ	uest authorization received date	
APPLICANT TYPE DAT	FE RECEIVED	FOI ANALY	ST FEE ESTIMATE D	UE RECORDS DUE
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REQUEST DETAILS:				
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ection 1: Initial Records 4	Assessment			
o you hold responsive records?	? If no, please provide	an explanation that can	n be given to the applicant (if applicable	YES NO
re you aware of other records	that may be respo	onsive to this reque	st within your Ministry?	YES NO ①
re you aware of other records	that may be respo	onsive to this reque	st held by another public body?	YES O NO 💿
f yes, specify:	and a second second second second second second	North Company		
O RECORDS RESPONSE	APPROVAL:			
lease forward to Ministry FOI C	ontact (if applical	ble) for Delegated H	lead's final public body approval	if no records have been located
inal Public Body Approval (Fu	ll name, Title)	Sign	ature:	Date:
		l I		
ection 2: Fee Estimate— Please ensure that all-reasonable learch locating/Retrieving lasks may include: Searching for hard & electronic Reviewing box content lists Retrieving records from off site Retrieving email records (Outlook	efforts are made Estima files Actual		Producing records Tasks may include: Identifying relevant source data/information Manual time spent creating	es of Actual Hours
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ection 3: Search Summary and Program Area Rec	ommendations ; 🙀 🧎	
lease describe the search for records including what records ecords, etc.), duration of search time, and who concluded the	were searched, (eg. files, email, databa search for records,	ses, TRIM files, off site
oug Foster and Josh Justesen searched Outlook and LAN.		
ould release of any/all of the responsive records potentially c	ause harm? YES	S O NO O
Harm – Disclosure of the records would significantly harm c. The harms assessment allows FOI staff to better understance commendations based on potential harms. (Issues associate to the harms assessment should be communicated to your mindulic Engagement office.)	nd the context of the records and maked with possible disclosure through the	e informed severing FOI process that are unrelated
yes which information, if released, may cause harm? Please reference the applicable records and information of coi If any of these records have been prepared for, or used to infoi onfidences) may apply. Please identify the applicable records a een made public or implemented?	rm, a decision of Cabinet or any of its co	ommittees, section 12 (Cabinet
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niess specific <u>exemption criteria</u> apply, records provided to l overnment's <u>Open Information Website</u> If you have any cor	the applicant in response to this requesticerns about the publication of the res	st will be published on the ponsive records please
GENERAL REQUEST ONLY) Inless specific exemption criteria apply, records provided to locate the large of the large any condicate here or discuss with your FOI Analyst. Section 4: Contact Information	icerns about the publication of the res	ponsive records please
Inless specific exemption criteria apply, records provided to covernment's Open Information Website If you have any condicate here or discuss with your FOI Analyst. Section 4: Contact Information Who completed this form? (Full Name, Title):	Phone Number:	ponsive records please Date:
Inless specific exemption criteria apply, records provided to fovernment's. Open Information Website If you have any connotate here or discuss with your FOI Analyst.	icerns about the publication of the res	ponsive records please

From:

FOI Coordinator FIN:EX

Sent:

August 9, 2018 12:48 PM

To:

FIN TBS FOI Coordinator FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc:

FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf; Fee Estimate Question's.docx

Follow Up Flag: Flag Status:

Follow up Completed

Hi TBS and DMO (FOICU),

Doug has submitted a fee estimate. Please provide your fee estimates ASAP and make sure to answer the questions in the attached Word document.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,



FOI REQUEST:	OI RE	QU	EST:	
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IN-2018-85464	
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	EST ⊙	PERSONA Personal Rec		ST () ration received date:		
APPLICANT TYPE	DATE RECEIVED	FOI ANAL	YST	FEE ESTIMATE DU	E RECORDS DU	E.
Media	August 3, 2018	Rene Sorboe			August 20, 2018	
REQUEST DETAILS:						(
All records about the prod	cessing and handling of F	IN-2018-82684				
Section 1: Initial Re	cords Assessment					
Do you hold responsive	records? If no, please provi	de an explanation that is	an be given to th	e applicant (if applicable):	YES NO	
Are you aware of other	records that may be res	ponsive to this requ	iest within yo	ır Ministry?	YES O NO O	
Are you aware of other If yes, specify:	records that may be resp	ponsive to this requ	est held by a	other public body?	YES O NO O	
NO RECORDS RES	PONSE APPROVAL					
Please forward to Minist	ry FOI Contact (if applic	able) for Delegated	Head's final	nublic body approval i	f no records have been loca	ited.
ter and the second of the second	oval (Full name, Title)	Sion	Wall Carlo	Tighting war you have in the same		****
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ease describe the search for records including what records y cords, etc.), duration of search time, and who concluded the s		
or de, etc.), duration of scatter that, and	were searched, (eg. files, email, databa search for records.	ases, TRIM files, off site
ould release of any/all of the responsive records potentially ca	ause hārm? YE	s O NO O
Harm — Disclosure of the records would significantly harm to the harms assessment allows FOI staff to better understant commendations based on potential harms. (Issues associated the harms assessment should be communicated to your minublic Engagement office.)	nd the context of the records and mak d with possible disclosure through the	e informed severing e FOI process that are unrelated
yes which information, if released, may cause harm? Please reference the applicable records and information of con If any of these records have been prepared for, or used to infor nfidences) may apply. Please identify the applicable records an en made public or implemented?	m, a decision of Cabinet or any of its c	ommittees, section 12 (Cabinet
ENERAL REQUEST ONLY)- nless specific <u>exemption criteria</u> apply, records provided to t overnment's <u>Open Information Website</u> If you have any con dicate here or discuss with your FOI Analyst.	he applicant in response to this reque cerns about the publication of the res	est will be published on the ponsive records please
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nless specific <u>exemption criteria</u> apply, records provided to t overnment's <u>Open Information Website</u> If you have any con	cerns about the publication of the res	ponsive records please:

Fee Estimate Question's

Narrowing Suggestions?: (List here)

Justifying Search Time:

- Where are you searching? (e.g. LAN, Hard copy files, Outlook)
- Who/How many people searching? (# people x # hours)
- Any other activities included in fee estimate? (e.g. search time, preparing package, photocopying, etc.)

Reminders:

We cannot charge for:

- Marking Harms will not count as part in the fee estimate
- Identifying and removing duplicates will not count in the fee estimate

From:

Gillies, Jessica FIN:EX

Sent:

August 13, 2018 11:24 AM

To:

Michell, Jennifer FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

All of the FOI-related emails in my mailbox and the FOI Coordinator mailbox. We have to provide them for all processing & handling requests.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender immediately. Any unauthorized copying, disclosure or distribution of the e-mail or the information it contains is strictly forbidden.

From: Michell, Jennifer FIN:EX

Sent: Monday, August 13, 2018 11:23 AM

To: Gillies, Jessica FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

What records would DMO have?

Jennifer Michell

Director, Executive Operations & Strategic Initiatives Office of the Deputy Minister | Ministry of Finance

From: Morgan, Melissa FIN:EX

Sent: Tuesday, August 7, 2018 9:33 AM

To: FOI Coordinator FIN:EX **Cc:** Michell, Jennifer FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Disregard this NRR - (I was thinking of DMO as just Lori.), however Jessica advises that DMO will have records...

From: Morgan, Melissa FIN:EX Sent: August 7, 2018 9:31 AM To: FOI Coordinator FIN:EX Cc: Michell, Jennifer FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Please find attached NRR for the DMO - thanks!

From: Wanamaker, Lori FIN:EX Sent: August 7, 2018 8:10 AM To: Morgan, Melissa FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

No

From: Morgan, Melissa FIN:EX Sent: Friday, August 3, 2018 5:04 PM

To: Wanamaker, Lori FIN:EX **Cc:** Michell, Jennifer FIN:EX

Subject: NEW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi Lori, do you think you will have records responsive to:

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you! Melissa

From: FOI Coordinator FIN:EX Sent: August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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

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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,

From:

FIN TBS FOI Coordinator FIN:EX

Sent:

August 13, 2018 2:04 PM

To:

FOI Coordinator FIN:EX

Cc:

FIN TBS FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Follow Up Flag:

Follow up

Flag Status:

Completed

Okay, I'd say 30 minutes then. Thanks!

Shalegh

From: FOI Coordinator FIN:EX

Sent: Thursday, August 9, 2018 3:54 PM To: FIN TBS FOI Coordinator FIN:EX

Cc: FOI Coordinator FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

If you let us know approximately how long it will take we can just add it to the total, even if it's just e.g. 30 minutes.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: FIN TBS FOI Coordinator FIN:EX **Sent:** Thursday, August 9, 2018 3:36 PM

To: FOI Coordinator FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

I won't need to issue a fee estimate.

Shalegh

From: FOI Coordinator FIN:EX

Sent: Thursday, August 9, 2018 12:48 PM

To: FIN TBS FOI Coordinator FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi TBS and DMO (FOICU),

Doug has submitted a fee estimate. Please provide your fee estimates ASAP and make sure to answer the questions in the attached Word document.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

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Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

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- 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,

From:

FOI Coordinator FIN:EX

Sent:

August 13, 2018 2:48 PM

To:

Hughes, Kimberly FIN:EX

Cc: Subject: FOI Coordinator FIN:EX FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf; Fee Estimate Question's.docx

Follow Up Flag:

Follow up

Flag Status:

Completed

Hi Kim,

Could you let me know if you have any records re: FIN-2018-82684?

Thanks!

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: FOI Coordinator FIN:EX

Sent: Tuesday, August 7, 2018 9:37 AM

To: Thibadeau, Justine FIN:EX; Linkletter, Lynette FIN:EX; Hughes, Kimberly FIN:EX

Cc: FOI Coordinator FIN: EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi all,

Do you have any records for this FOI request from the work you have been doing for the DMO?

Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

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Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you for your assistance,



FOI REQUEST:

GENERAL REQUE	ST 💿	PERSONAL F Personal Request	REQUEST () authorization received date:	
APPLICANT TYPE	DATE RECEIVE	D FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	August 3, 2018	Rene Sorboe		August 20, 2018
REQUEST DETAILS:				
All records about the proc	essing and ha <mark>ndlin</mark> g of	FIN-2018-82684		
Section 1: Initial Res	ords Assessment			
Oo you hold responsive t	ecords? If no, please pre	vide an explanation that can be	given to the applicant (if applicable);	YESO NOO
Parameter and the control of the con	and the second of the second of the second of the	esponsive to this request we	ithin your Ministry? eld by another public body?	YES O NO O
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Fee Estimate Question's

Narrowing Suggestions?: (List here)

Justifying Search Time:

- Where are you searching? (e.g. LAN, Hard copy files, Outlook)
- Who/How many people searching? (# people x # hours)
- Any other activities included in fee estimate? (e.g. search time, preparing package, photocopying, etc.)

Reminders:

We cannot charge for:

- Marking Harms will not count as part in the fee estimate
- Identifying and removing duplicates will not count in the fee estimate

From:

FOI Coordinator FIN:EX

Sent:

August 13, 2018 2:57 PM

To:

FOI Coordinator FIN:EX

Cc:

Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf

Fee estimate attached for DMO.

Please note: Jessica's mailbox, the FOI LAN, and the FOI Coordinator mailbox will have records.

To answer the questions in the Fee Estimate Questions document:

Narrowing Suggestions?: None; the request is pretty narrow already (aside from the lack of date range)

Justifying Search Time:

- Where are you searching? LAN, Outlook
- Who/How many people searching? 1-2 people, 2 hours total
- Any other activities included in fee estimate? Searching & preparing package (PDFing everything together)

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,



:OI	REQUEST:	
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FIN-2018-85464	
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From:

FOI Coordinator FIN:EX

Sent:

August 13, 2018 2:57 PM

To: Cc: FOI Coordinator FIN:EX

Subject:

Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf

Follow Up Flag:

Follow up

Flag Status:

Completed

Fee estimate attached for DMO.

Please note: Jessica's mailbox, the FOI LAN, and the FOI Coordinator mailbox will have records.

To answer the questions in the Fee Estimate Questions document:

Narrowing Suggestions?: None; the request is pretty narrow already (aside from the lack of date range)

Justifying Search Time:

- Where are you searching? LAN, Outlook
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Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

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Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,



	REQUEST:
rui	RECUCEST:

FIN-2018-85464	
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	ST. ⊙	PERSONAL RI Personal Request a	EQUEST () authorization received date:	
APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DU	E RECORDS DUE
Media	August 3, 2018	Rene Sorboe		August 20, 2018
REQUEST DETAILS:				
All records about the proce	essing and handling of FIN	N-2018-82684		
Section 1: Initial Rec	ords Assessment	14 (14 (14 (14 (14 (14 (14 (14 (14 (14 (
Do you hold responsive r	ecords? If no, please provide	an explanation that can be gi	iven to the applicant (if applicable):	YES NO
Are you aware of other re Are you aware of other re If yes, specify:			thin your Ministry? ld by another public body?	YES O NO O
NO RECORDS RESE	PONSE APPROVAL:			
Please forward to Ministry	FOI Contact (if applica	ble) for Delegated Head',	s final public body approval i	f no records have been located
Final Public Body Appro	val (Full name, Title)	Signature		Date:
			ersonal Request skip to	Section 3)
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ase describe the search for records including what records we		THE RESERVE THE PROPERTY OF TH
ords, etc.), duration of search time, and who concluded the sea	re searched, (eg. files, email, databa arch for records.	ses, TRIM files, off site
sica's mailbox, the FOI LAN, and the FOI Coordinator mailbox w	ill have records.	
uld release of any/all of the responsive records potentially cau	se harm? YES	S O NO O
Iarm – Disclosure of the records would significantly harm the harms assessment allows FOI staff to better understand commendations based on potential harms. (Issues associated with the harms assessment should be communicated to your ministablic Engagement office.)	the context of the records and make with possible disclosure through the	e informed severing FOI process that are unrelated
ves which information, if released, may cause harm? Nease reference the applicable records and information of conce f any of these records have been prepared for, or used to inform, afidences) may apply. Please identify the applicable records and on made public or implemented?	a decision of Cabinet or any of its co	ommittees, section 12 (Cabinet
ENERAL REQUEST ONLY):		
ENERAL REQUEST ONLY)- iless specific exemption <u>criteria</u> apply, records provided to the overnment's <u>Open Information Website</u> If you have any conce licate here or discuss with your FOI Analyst.	applicant in response to this reque rns about the publication of the res	st will- be published on the ponsive records please
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ection 4: Contact Information	rns about the publication of the res	ponsive records please

From: Sent: FOI Coordinator FIN:EX August 13, 2018 2:57 PM FOI Coordinator FIN:EX

To: Cc:

Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf

Follow Up Flag:

Follow up

Due By:

August 16, 2018 4:00 PM

Flag Status:

Flagged

Categories:

Pending - FOI

Fee estimate attached for DMO.

Please note: Jessica's mailbox, the FOI LAN, and the FOI Coordinator mailbox will have records.

To answer the questions in the Fee Estimate Questions document:

Narrowing Suggestions?: None; the request is pretty narrow already (aside from the lack of date range)

Justifying Search Time:

- Where are you searching? LAN, Outlook
- Who/How many people searching? 1-2 people, 2 hours total
- Any other activities included in fee estimate? Searching & preparing package (PDFing everything together)

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN: EX; Michell, Jennifer FIN: EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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

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- whether the records may be routinely releasable;
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Thank you for your assistance,



OI REQUEST:

FIN-201 8- 85464	

	ST 💽		REQUEST () strauthorization received date:	
APPLICANT TYPE	DATE RECEIVED	FOI ANALYS	T FEE ESTIMATE DUE	RECORDS DUE
Media	August 3, 2018	Rene Sorboe		August 20, 2018
REQUEST DETAILS:				
All records about the proces	ssing and handling of FI	N-2018-82684		
Section 1: Initial Rec	ords Assessment //			
Do you hold responsive re	ecords? If no, please provid	de an explanation that can b	e given to the applicant (if applicable):	YES NO
Are you aware of other re	cords that may be res	oonsive to this request	within your Ministry?	YES NO ①
Are you aware of other re	cords that may be resp	oonsive to this request	held by another public body?	YES O NO O
lf yes, specify:	<u> </u>		<u>an ika da dan ya karen in 2016, upun kara da 2016, in da</u>	
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describe the search for records including what records were searched, (eg. files, s. etc.), duration of search time, and who concluded the search for records. Is mailbox, the FOI LAN, and the FOI Coordinator mailbox will have records. Is mailbox, the FOI LAN, and the FOI Coordinator mailbox will have records. In a Disclosure of the records would significantly harm the ministry's position, of the harms assessment allows FOI staff to better understand the context of the recomendations based on potential harms. (Issues associated with possible disclosurn harms assessment should be communicated to your ministry executive and/or Go Engagement office.) In a communicated to your ministry executive and/or Go Engagement office, which information, if released, may cause harm? In a reference the applicable records and information of concern, the harms, and associated the publicable records have been prepared for, or used to inform, a decision of Cabinet of the public or implemented? In a public or implemented? ERAL REQUEST ONLY): Specific exemption eriteria apply, records provided to the applicant in response muent's Open Information Website It you have any concerns about the publicate to here or discuss with your FOI Analyst.	tion, or a the records arclosure thro	YES Onird party's in ad make information the FOI ament Community of its community of its community of its community.	NO Onterests on a given top- rmed severing process that are unrelated unications and
release of any/all of the responsive records potentially cause harm? m – Disclosure of the records would significantly harm the ministry's position, of the harms assessment allows FOI staff to better understand the context of the recomendations based on potential harms. (Issues associated with possible disclosure harms assessment should be communicated to your ministry executive and/or Go Engagement office.) which information, if released, may cause harm? ereference the applicable records and information of concern, the harms, and associated with the series of these records have been prepared for, or used to inform, a decision of Cabinet of these records have been prepared for, or used to inform, a decision of Cabinet of these records have been prepared for, or used to inform, a decision of Cabinet of these public or implemented? ERAL REQUEST ONLY): specific exemption criteria apply, records provided to the applicant in response ment's Open Information Website If you have any concerns about the publication of the publicant in response ment's Open Information Website If you have any concerns about the publication.	e records at closure thro l/or Govern id associated (binet or any	nird party's in nd make info ough the FOI iment Commu d page numbe y of its commu	nterests on a given top- rmed severing process that are unrelated unications and ers below. ttees, section 12 (Cabinet
m – Disclosure of the records would significantly harm the ministry's position, of harms assessment allows FOI staff to better understand the context of the recomendations based on potential harms. (Issues associated with possible disclosure harms assessment should be communicated to your ministry executive and/or Go Engagement office.) which information, if released, may cause harm? e reference the applicable records and information of concern, the harms, and associated with a possibility of the properties of these records have been prepared for, or used to inform, a decision of Cabinet of the public or implemented? ERAL REQUEST ONLY: specific exemption criteria apply, records provided to the applicant in response nment's Open Information Website If you have any concerns about the publicant	e records at closure thro l/or Govern id associated (binet or any	nird party's in nd make info ough the FOI iment Commu d page numbe y of its commu	nterests on a given top- rmed severing process that are unrelated unications and ers below. ttees, section 12 (Cabinet
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on 4: Contact Information			
completed this form? (Full Name, Title): Phone Numb	Number:		Date:
s assessment completed by (Full Name, Title) Program Arc			
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From: Sent: Hughes, Kimberly FIN:EX August 13, 2018 3:07 PM

To:

FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Follow Up Flag:

Follow up Completed

Flag Status:

Hi Jessica,

I do not have any records re: FIN-2018-82684.

Thanks!

Kim

From: FOI Coordinator FIN:EX Sent: August 13, 2018 2:48 PM

To: Hughes, Kimberly FIN:EX <Kimberly.Hughes@gov.bc.ca> **Cc:** FOI Coordinator FIN:EX <FOI.Coordinator@gov.bc.ca>

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi Kim,

Could you let me know if you have any records re: FIN-2018-82684?

Thanks!

Jessica Gillies

Manager, FO! & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: FOI Coordinator FIN:EX

Sent: Tuesday, August 7, 2018 9:37 AM

To: Thibadeau, Justine FIN:EX; Linkletter, Lynette FIN:EX; Hughes, Kimberly FIN:EX

Cc: FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi all,

Do you have any records for this FOI request from the work you have been doing for the DMO?

Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

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Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

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Records Due: August 20, 2018

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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 <u>PDF format</u>. 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,

Rene Sorboe, FOI Analyst Central Agency Team Information Access Operations

From:

FOI Coordinator FIN:EX

Sent:

August 13, 2018 3:28 PM

To:

IAO CentralTeam CITZ:EX

Cc:

FOI Coordinator FIN:EX

Subject:

Fee Estimate: FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf

Please see attached fee estimate.

SI: 6 hours (4 search; 2 prep)

DMO: 2 hours (0.75 search; 1.25 prep)

TBS: 0.5 hours

SI narrowing suggestions/notes:

"Not sure what narrowing suggestions can be applied here as there's no date range for this request. Fee estimate could be reduced by excluding Doug Foster's records."

Doug Foster & Josh Justesen would search Outlook & LAN.

DMO narrowing suggestions/notes:

Jessica's mailbox, the FOI LAN, and the FOI Coordinator mailbox will have records.

Narrowing Suggestions?: None; the request is pretty narrow already (aside from the lack of date range)

Search Time Info:

- Where are you searching? LAN, Outlook
- Who/How many people searching? 1-2 people, 2 hours total
- Any other activities included in fee estimate? Searching & preparing package (PDFing everything together)

TBS narrowing suggestions/notes:

TBS said they wouldn't need to issue a fee estimate but that it would take approx. 30 minutes to provide records.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018 IAO Contact: Rene Sorboe

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,

Rene Sorboe, FOI Analyst Central Agency Team Information Access Operations



FOI REQUEST	۲:
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FIN-2018-85464

APPLICANT TYPE DATE RECEIVED FOI ANALYST FEE ESTIMATE DUE RECORDS DUE Media August 3, 2018 Rene Sorboe August 20, 2018 REQUEST DETAILS: All records about the processing and handling of FIN-2018-82684 All records about the processing and handling of FIN-2018-82684 All records about the processing and handling of FIN-2018-82684 Are you aware of other records that may be responsive to this request within your Minfettry? Are you aware of other records that may be responsive to this request within your Minfettry? YES NO Are you aware of other records that may be responsive to this request within your Minfettry? If yes, specify: NO RECORDS RESPONSE APPROVAL: Pleuse forward to Ministry FOI Contact (if applicable) for Delegated Head's final public body approval if no records have been locate. Final Public Body Approval (Full name, Title) Signature: Date: Date: Producing records Tasks may include: Search Actual Hours Actual Hours Actual Hours Actual Hours Actual Hours Actual Hours Actual Pages Tasks may include: Other refers to PP. Word, Excel, photos and any other electronic file Email without attachments: Estimated Pages Actual Pages Tasks may include: Tasks may inc	GENERAL REQUE	ST 🕥			OUEST () horization received dat	e:		
REQUEST DETAILS: All records about the processing and handling of FIN-2018-\$2684 Section 1: Initial Records Assessment Do you hold responsive records? If no, please growlde an explanation dust can be given to the amplicant (if applicable): YES NO Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request held by another public body? 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, Tide) Section 2: Fee Estimate — General Request only (if this is a Personnt Request skip to Section 3) Please or not records that all requestable of ore are made to generale as accurate as estimate as proactic. Searching the hard & electronic files Reviewing box content lists Retrieving renal records (Outbook) Volume Electronic files (in pages): Actual Hours Actual Hours Actual Hours Actual Hours Actual Hours Actual Pages Actual Pages	APPLICANT TYPE	DATE RECEIVE	ED FOLANA	LYST	FEE ESTIMATE I	DUE	RECORDS I	DUE
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Actual 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 Preparation Tasks may include: • Photocopying/scanning records into electronic format (PDF) Estimated Hours 3.25 Actual Hours	responsive to the request		Other documents		Estimated Pages		Actual Pages	
Tasks may include: • Photocopying/scanning records into electronic format (PDF) Estimated Hours 3.25 Actual Hours	 Average file folder = 1° 1 Standard Records Ce If in legal sized fo 	" and holds approxin entre Services Box: lders - 1,800 pages	nately 200 pages (sin	gle sided)	Estimated Pages		Actual Pages	
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• Ensuring completeness of responsive records • Copying other types of media; if so please specify:	Tasks may include : • Photocopying/scanning • Ensuring completeness	g records into electro s of responsive record	nic format (PDF)			3.25	Actual Hours	

Section 3: Search Summary and Program Area Rec	ommendations 👢	
Please describe the search for records including what records v ecords, etc.), duration of search time, and who concluded the		ses, TRIM files, off site
BS, DMO, SI - see notes in email		
Could release of any/all of the responsive records potentially co	ause harm? YES	S NO O
*Harm – Disclosure of the records would significantly harm of ic. The harms assessment allows FOI staff to better understand recommendations based on potential harms. (Issues associated to the harms assessment should be communicated to your min Public Engagement office.)	ed the context of the records and maked id with possible disclosure through the	e informed severing FOI process that are unrelated
If yes which information, if released, may cause harm? Please reference the applicable records and information of con If any of these records have been prepared for, or used to infor confidences) may apply. Please identify the applicable records ar been made public or implemented?	m, a decision of Cabinet or any of its co	ommittees, section 12 (Cabinet
(GENERAL REQUEST ONLY)- Unless specific <u>exemption criteria</u> apply, records provided to t Government's <u>Open Information Website</u> If you have any con Indicate here or discuss with your FOI Analyst.		
Section 4: Contact Information		
Who completed this form? (Full Name, Title):	Phone Number:	Date:
Jessica Gillies, Mgr, FOICU	778 698-9365	August 13, 2018
Harms assessment completed by (Full Name, Title)	Program Area:	
Harms assessment approved by (Full Name, Title)		

From: Sent: FOI Coordinator FIN:EX August 13, 2018 3:28 PM

To:

IAO CentralTeam CITZ:EX FOI Coordinator FIN:EX

Cc: Subject:

Fee Estimate: FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf

Follow Up Flag: Flag Status:

Follow up Completed

Please see attached fee estimate.

SI: 6 hours (4 search; 2 prep)

DMO: 2 hours (0.75 search; 1.25 prep)

TBS: 0.5 hours

SI narrowing suggestions/notes:

"Not sure what narrowing suggestions can be applied here as there's no date range for this request. Fee estimate could be reduced by excluding Doug Foster's records."

Doug Foster & Josh Justesen would search Outlook & LAN.

DMO narrowing suggestions/notes:

Jessica's mailbox, the FOI LAN, and the FOI Coordinator mailbox will have records.

Narrowing Suggestions?: None; the request is pretty narrow already (aside from the lack of date range)

Search Time Info:

- · Where are you searching? LAN, Outlook
- Who/How many people searching? 1-2 people, 2 hours total
- Any other activities included in fee estimate? Searching & preparing package (PDFing everything together)

TBS narrowing suggestions/notes:

TBS said they wouldn't need to issue a fee estimate but that it would take approx. 30 minutes to provide records.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX
Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,

Rene Sorboe, FOI Analyst Central Agency Team Information Access Operations



FOI REQUEST:	FIN-2018-85464	

Media August 3, 2018 Rene Sorboe August 20, 2018 REQUEST DETAILS: All records about the processing and handling of FD-2018-82684 Section 1. Initial Records Assessment 2.23 Dr. you hold responsive records? If an please previous an exchanging of this request within your Ministry? Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request held by another public body? YES NO TEST NO TE		EST ⊙	PERSONAL I Personal Request	REQUEST () t authorization received date: _	
REQUEST DETAILS: All records about the processing and handling of FIN-2018-32684 Section F. Juinal Records Assessment Do you hold responsive records? If as, 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? Are you aware of other records that may be responsive to this request held by another public body? 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). Section 2: Ree Estimate — General Request only (If this is a Bersonal Request skip to Section 3) Please controlled utility acoustic of for our mate to searme as accords in extinuite or results. Search Records from off site. Retrieving plant records (Outlook) Volume Estimated Hours Actual Hours Actual Hours Actual Hours Actual Pages Tile letter sized folders – 2,200 pages Proparation Tasks may include: Built attachments: Estimated Hours Actual Pages Actua	APPLICANT TYPE	DATE RECEIVED	FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
All records about the processing and handling of FIN-2018-82684 Section F. Initial Records. Assessment: Dig you hold responsive records? It is, please provide an explanation that can be given for the applicant (if applicable). YES NO Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request held by another public body? 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) Section 2: Eee Estimate — General Request only (if this is a Bersonal Request skip to Section 3). Please ware needed at life associable of origine, make to generate a recursive in extinute as possible. Search Contact (if applicable) for Delegated Head's final public body approval if no records have been located. Final Public Body Approval (Full name, Title) Section 2: Eee Estimate — General Request only (if this is a Bersonal Request skip to Section 3). Please ware needed tall's associable of origine, make to generate a recursive in extinute as possible. Search Contact (if applicable). Search Contact (if applicable) Search Contact (if applicable) Actual Hours Actual Hours Actual Hours Actual Hours Actual Pages Actual Pages Actual Pages Actual Pages Actual Pages It is legal state folders - 1,800 pages Preparation Tasks may include: Photocopying/scanning records into electronic format (PDF) Sectional Pages Actual Hours Actual Hours Actual Hours Actual Hours Actual Hours Actual Pages Actual Hours	Media	August 3, 2018	Rene Sorboe		August 20, 2018
Section 12. Infrail Records Assessment Do you hold responsive records? If us, plesse provide an explanation that can be given to the applicable; Are you aware of other records that may be responsive to this request within your Ministry? Are you aware of other records that may be responsive to this request held by another public body? YES NO Types (Producing records) NO RECORDS RESPONSE APPROVAL: Plense 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 privare dust and reasonable efforts are made to generals as accurate the estimate as possible. Search Locating/Retrieving Tasks may include: Search (Institute spend creating and producing records) Retrieving records from off site Retrieving retrieving read producing records Actual Hours Actual Pages Temponaive to the request Actual Pages Temponaive to the request Actual Pages Temponaive to the request site of olders - 1,800 pages Temponaive to the request site of olders - 1,800 pages Temponaive to the site of olders - 1,800 pages Temponaive from the site of olders - 1,800 pages Temponaive from the site of olders - 1,800 pages Temponaive from the site of olders	REQUEST DETAILS:				
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Could release of any/all of the responsive records potentially car	ıse harm? YES	SO NOO
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Inless specific exemption criteria apply, records provided to the fovernment's Open Information Website If you have any concentrate here or discuss with your FOI Analyst. Section 4: Contact Information Who completed this form? (Full Name, Title): Jessica Gillies, Mgr, FOICU	Phone Number: 778 698-9365	ponsive records please Date:

From:

Elbahir, Cindy CITZ:EX

Sent:

August 16, 2018 4:21 PM

To:

Gillies, Jessica FIN:EX

Cc:

Yonson, Neal CITZ:EX

Subject:

response from applicant after receiving fee estimate - FIN-2018-85464

Follow Up Flag:

Follow up

Flag Status:

Completed

Hi Jessica. Below is the response from the applicant after receiving the fee estimate associated with FIN-2018-85464. This is a request for 'All records about the processing and handling of FIN-2018-82684' which was related to the Port Mann project. The applicant also left Neal a voice message. Does FIN have any suggestions for narrowing that we could pass on?

"Hello,

I will not pay \$165 to see what has always been provided free.

Even during the days of the BC Liberal government, I was provided, free of charge, the processing and handling records. Why is the NDP acting differently and taking steps backwards after promising in 2017 to be a better government? What you are doing with this fee invoice -- an information ransom note, essentially -- is a kind of obstruction of justice. I can't make an application to the OIPC if I am unable to understand how the original file was processed and handled. As it was, the records about the Port Mann Bridge report were delivered to me late. So the government has already broken one section of the Act. I need to decide whether I should complain to the OIPC or not. I can't do that without accessing these records.

I compel you to adhere to Duty to Assist, and to respect the spirit of the law and tradition. There should be no charge for an applicant to see how his or her right of access was handled or mishandled.

Please cancel this predatory fee invoice immediately and disclose the records on the normal timeline.

On the alternative, provide me detailed and specific advice on narrowing. I am open to good faith negotiation. Are you?"

CE

From:

FOI Coordinator FIN:EX

Sent:

August 16, 2018 4:35 PM

To: Cc: Justesen, Josh T FIN:EX FOI Coordinator FIN:EX

Subject:

FW: response from applicant after receiving fee estimate - FIN-2018-85464

Hi Josh,

Could you provide some narrowing suggestions for this request? Information about what Doug's search and preparation time will entail might also be helpful.

Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Elbahir, Cindy CITZ:EX

Sent: Thursday, August 16, 2018 4:21 PM

To: Gillies, Jessica FIN:EX Cc: Yonson, Neal CITZ:EX

Subject: response from applicant after receiving fee estimate - FIN-2018-85464

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CE

From: Sent: FOI Coordinator FIN:EX

To:

August 16, 2018 4:35 PM Justesen, Josh T FIN:EX FOI Coordinator FIN:EX

Cc: Subject:

FW: response from applicant after receiving fee estimate - FIN-2018-85464

Follow Up Flag: Flag Status:

Follow up Completed

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Thanks,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Elbahir, Cindy CITZ:EX

Sent: Thursday, August 16, 2018 4:21 PM

To: Gillies, Jessica FIN:EX Cc: Yonson, Neal CITZ:EX

Subject: response from applicant after receiving fee estimate - FIN-2018-85464

Hi Jessica. Below is the response from the applicant after receiving the fee estimate associated with FIN-2018-85464. This is a request for 'All records about the processing and handling of FIN-2018-82684' which was related to the Port Mann project. The applicant also left Neal a voice message. Does FIN have any suggestions for narrowing that we could pass on?

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On the alternative, provide me detailed and specific advice on narrowing. I am open to good faith negotiation. Are you?"

From:

Elbahir, Cindy CITZ:EX

Sent:

August 17, 2018 2:12 PM

To: Cc: Gillies, Jessica FIN:EX Yonson, Neal CITZ:EX

Subject:

follow-up from applicant regarding the fee estimate issued on FIN-2018-85464

Follow Up Flag:

Follow up

Flag Status:

Completed

Hi Jessica. Today Neal received a follow-up email from the applicant regarding the above-noted file. It reads:

"I have yet to receive a response to my reaction to the wholly inappropriate, unreasonable and predatory \$165 fee invoice, which is -- in plain language -- an FOI ransom note. Not only did the NDP promise to be a better government than the previous administration, but it is a best practice to show an FOI applicant how his or her request was processed and handled. Placing a cost barrier in front of the applicant not only contravenes the party's Better B.C. slogan and contravenes the best practice, but it also fosters reasonable suspicion about your motives. What are you trying to hide?

I want to draw your attention to the <u>tradition of charging no fees</u> for records about the processing and handling of a Government of British Columbia FOI file.

These are just a dozen examples at the links below. The recurring message is: the applicant was charged no fee. Not a single penny.

There are many more examples, but I hope this is sufficient for you to realize that it was wrong for you to send me the invoice.

I kindly urge you to pause for sober second thought and do the right thing. Specifically, please rescind the \$165 fee immediately and proceed with the file, free of charge."

He included links to the Open Info site where he feels similar requests generated no fees.

Neal will reply, letting the applicant know that the Ministry advised this request attracts a fee estimate, that we have asked the Ministry about any possible narrowing suggestions and reminding him that he may contact the OIPC.

CE

From:

FOI Coordinator FIN:EX

Sent:

August 17, 2018 3:41 PM

To:

Elbahir, Cindy CITZ:EX

Cc:

Yonson, Neal CITZ:EX; FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX

Subject:

RE: response from applicant after receiving fee estimate - FIN-2018-85464

Follow Up Flag:

Follow up

Flag Status:

Completed

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Applicant did not provide a date range but can we assume the date range is from the date that 82684 (original request) was received to the date that 85464 (this request) was received?

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Elbahir, Cindy CITZ:EX

Sent: Thursday, August 16, 2018 4:21 PM

To: Gillies, Jessica FIN:EX Cc: Yonson, Neal CITZ:EX

Subject: response from applicant after receiving fee estimate - FIN-2018-85464

Hi Jessica. Below is the response from the applicant after receiving the fee estimate associated with FIN-2018-85464. This is a request for 'All records about the processing and handling of FIN-2018-82684' which was related to the Port Mann project. The applicant also left Neal a voice message. Does FIN have any suggestions for narrowing that we could pass on?

"Hello,

I will not pay \$165 to see what has always been provided free.

Even during the days of the BC Liberal government, I was provided, free of charge, the processing and handling records. Why is the NDP acting differently and taking steps backwards after promising in 2017 to be a better government? What you are doing with this fee invoice -- an information ransom note, essentially -- is a kind of obstruction of justice. I can't make an application to the OIPC if I am unable to understand how the original file was processed and handled. As it was, the records about the Port Mann Bridge report were delivered to me late. So the government has already broken one section of the Act. I need to decide whether I should complain to the OIPC or not. I can't do that without accessing these records.

I compel you to adhere to Duty to Assist, and to respect the spirit of the law and tradition. There should be no charge for an applicant to see how his or her right of access was handled or mishandled.

Please cancel this predatory fee invoice immediately and disclose the records on the normal timeline.

On the alternative, provide me detailed and specific advice on narrowing. I am open to good faith negotiation. Are you?"

From:

Yonson, Neal CITZ:EX

Sent:

August 17, 2018 3:53 PM

To:

FOI Coordinator FIN:EX; Elbahir, Cindy CITZ:EX

Cc:

Gillies, Jessica FIN:EX

Subject:

RE: response from applicant after receiving fee estimate - FIN-2018-85464

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Please let us know once the Ministry has narrowing suggestions that could be passed on to the applicant.

Cheers,

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

From: FOI Coordinator FIN:EX

Sent: Friday, August 17, 2018 3:41 PM

To: Elbahir, Cindy CTTZ:EX

Cc: Yonson, Neal CITZ:EX; FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX

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Follow Up Flag: Flag Status:

Follow up Completed

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From:

FOI Coordinator FIN:EX

Sent:

August 17, 2018 5:09 PM

To:

Foster, Doug FIN:EX

Cc:

Justesen, Josh T FIN:EX; FOI Coordinator FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf; Fee Estimate Question's.docx

Hi Doug (and Josh),

IAO has confirmed the date range for this request (bolding added):

Yes, the date range should be assumed to be from the date 82684 was filed until the date 85464 was received. That would result in a range of 04/06/2018 to 08/03/2018.

Doug, we discussed that narrowing to exclude emails with IAO could reduce the fee. If we excluded emails with IAO, how long would you estimate your search for and preparation of the records would take?

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From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,

Rene Sorboe, FOI Analyst

Central Agency Team Information Access Operations

Fee Estimate Question's

Narrowing Suggestions?: (List here)

Justifying Search Time:

- Where are you searching? (e.g. LAN, Hard copy files, Outlook)
- Who/How many people searching? (# people x # hours)
- Any other activities included in fee estimate? (e.g. search time, preparing package, photocopying, etc.)

Reminders:

We cannot charge for:

- Marking Harms will not count as part in the fee estimate
- Identifying and removing duplicates will not count in the fee estimate

- Page 97 of 141 FIN-2018-86068 2



FOI REQUEST:	FIN-2018-85464

GENERAL REQUI	est 💿			EQUEST () uthorization received date:		
APPLICANT TYPE	DATE RECEIVE	D FOI A	NALYST	FEE ESTIMATE DUE	REC	ORDS DUE
Media	August 3, 2018	Rene Sorbo	e		August 20	, 2018
REQUEST DETAILS:						
All records about the proc	cessing and handling of	FIN-2018-82684				
Section 1: Initial Re	cords Assessment					
Do you hold responsive	records? If no, please pro	vide au explunatiou	that can be gi	ven to the applicant (if applicable):	YES	моО
Are you aware of other	CALL CONTROL AND ADMINISTRATION OF THE PARTY	State of the State	An array to the first		YES O	№ О
4 54% - 34 545 - 14 541 T	records that may be re	sponsive to this	request hel	d by another public body?	YES 🔘	NO O
If yes, specify:			many and a second second second	The second secon	· · · · · · · · · · · · · · · · · · ·	
NO RECORDS RES Please forward to Minist	Maria de la composición dela composición de la composición de la composición dela composición dela composición dela composición de la composición dela composición de la composición dela		ated Head's	final public body approval if)	no records ha	ve been located.
Final Public Body Appr	A Maria Cara Cara Cara Cara Cara Cara Cara		Signature		Date:	
Section 2: Fee Estim Please ensure that all re Search				ersonal Request skip to in estimate as possible	Section 3)	
Locating/Retrieving		400,000400,000		25.50		
Tasks may include: • Searching for hard & el	ectronic files	imated Hours		Producing records Tasks may include: • Identifying relevant sources o	<i>Estimated</i> of	d Hours
Reviewing box contentRetrieving records fromRetrieving email record	off site	tual Hours		 data/information Manual time spent creating a producing records 	<i>Actual H</i> nd	ours
Volume						
Electronic files (in pages *Other refers to PDF, W	, .	mail without att	achments:	Estimated Pages	Actua	al Pages
photos and any other ele responsive to the request	ectronic file E	mail with attach	ments:	Estimated Pages	Actue	nl Pages
Hardson, files (in messe)		Other document	s	Estimated Pages	Actue	il Pages
Hardcopy files (in pages) Average file folder = 1 1 Standard Records Co If in legal sized fo If in letter sized for	" and holds approxima entre Services Box: dders - 1,800 pages	ntely 200 pages (single sided) Estimated Pages	Actua	il Pages
Preparation	ange delle delet t 1875 del 2010 del	andre service s Artista Archio		e later e later katerie kake Konstella e later e later kake Later e later lag konstella e	6 23 8 123 134	
Tasks may include: • Photocopying/scanning • Ensuring completeness				Estimated Hours	Actua	l Hours
 Ensuring completeness Copying other types of 						

ease describe the search for records including what records were cords, etc.), duration of search time, and who concluded the search ould release of any/all of the responsive records potentially cause learn — Disclosure of the records would significantly harm the meaning the harms assessment allows FOI staff to better understand the ecommendations based on potential harms. (Issues associated with	th for records.	
Harm – Disclosure of the records would significantly harm the means. The harms assessment allows FOI staff to better understand the ecommendations based on potential harms. (Issues associated with	harm? YES	O NO O
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The <u>harms assessment</u> allows FOI staff to better understand the ecommendations based on potential harms. (Issues associated with		0 1100
o the harms assessment should be communicated to your ministry cublic Engagement office.)	e context of the records and make th possible disclosure through the l	informed severing FO1 process that are unrelated
yes which information, if released, may cause harm? Please reference the applicable records and information of concern, If any of these records have been prepared for, or used to inform, a onfidences) may apply. Please identify the applicable records and ad een made public or implemented?	decision of Cabinet or any of its co-	mmittees, section 12 (Cabinet 🧢
GENERAL REQUEST ONLY): Inless specific <u>exemption criteria</u> apply, records provided to the appropriate to the appropriate of the specific of t	pplicant in response to this request is about the publication of the resp	will be published on the onsive records please
Section 4: Contact Information		
Who completed this form? (Full Name, Title):	Phone Number:	Date:
larms assessment completed by (Full Name, Title)	Program Area:	

From: Sent: FOI Coordinator FIN:EX August 17, 2018 5:09 PM

To:

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Cc:

Justesen, Josh T FIN:EX; FOI Coordinator FIN:EX

Subject: Attachments: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018 Integrated Call for Records Form - clean.pdf; Fee Estimate Question's.docx

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FOI REQUEST:	FIN-2018-85464

REQUEST DETAILS: All records about the processing and handling of FIN-2018-82684 Section 1: Initial Records Assessment Do you hold responsive records? If no, please provide an explanation that can be given to the Are you aware of other records that may be responsive to this request within your Are you aware of other records that may be responsive to this request held by and If yes, specify: NO RECORDS RESPONSE APPROVAL: Please forward to Ministry FOI Contact (if applicable) for Delegated Head's final public Body Approval (Full name, Title) Signature: Section 2: Fee Estimate — General Requestionly (if this is a Persona Please ensure that all reasonable efforts are made to generate as accurate an estima Search Locating/Retrieving Tasks may include: Searching for hard & electronic files Reviewing box content lists Actual Hours	Ministry? YES NO O wher public body? YES NO O while body approval if no records have been located Date: [Request skip to Section 3)
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• Retrieving records from off site • Manua	ng records ay include: Estimated Hours ying relevant sources of formation Actual Hours all time spent creating and bing records
Volume	
Electronic files (in pages): Email without attachments:	Estimated Pages Actual Pages
obotos and any other electronic file Email with attachments: responsive to the request	Estimated Pages
*Other documents	Estimated Pages Actual Pages
Hardcopy files (in pages): Average file folder = 1" and holds approximately 200 pages (single sided) I 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	
Fasks may include :	Same also said the Albania Assall Albania

	ommendations	
lease describe the search for records including what records w cords, etc.), duration of search time, and who concluded the s	vere searched, (eg. files, email, databas earch for records.	es, TRIM files, off site
		4
ould release of any/all of the responsive records potentially ca	use harm? YES	O NO O
Harm – Disclosure of the records would significantly harm to. The harms assessment allows FOI staff to better understance commendations based on potential harms. (Issues associated to the harms assessment should be communicated to your minicular engagement office.)	d the context of the records and make I with possible disclosure through the	informed severing FOI process that are unrelated
yes which information, if released, may cause harm? Please reférence the applicable records and information of conc If any of these records have been prepared for, or used to inforr onfidences) may apply. Please identify the applicable records an sen made public or implemented?	m, a decision of Cabinet or any of its co	mmittees, section 12 (Cabinet 🧢
		!
GENERAL REQUEST ONLY)-		
nless specific <u>exemption criterià</u> apply, records provided to the lovernment's <u>Open Information Website</u> . If you have any conc	he applicant in response to this reques cerns about the publication of the resp	t will be published on the onsive records please
ndicate here or discuss with your FOI Analyst.		
ection 4: Contact Information		
	Phone Number:	Date:
Who completed this form? (Full Name, Title):	Phone Number: Program Area:	Date:
Section 4: Contact Information Who completed this form? (Full Name, Title): Harms assessment completed by (Full Name, Title)		Date:

Fee Estimate Question's

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Subject:

Discuss FOIs - 85464 and 85822

Location:

Doug's Office

Start: End: Tue 2018-08-21 1:30 PM Tue 2018-08-21 2:00 PM

Recurrence:

(none)

Meeting Status:

Accepted

Organizer:

Foster, Doug FIN:EX

Required Attendees Gillies, Jessica FIN: EX; Justesen, Josh T FIN: EX; Grieve, Darlene E FIN: EX

Categories:

Calendar - Meeting

85464 - All records about the processing and handling of FIN-2018-82684

- records starting on 04/12/2018 (when 82684 came to us)
- We provided fee estimate of 6 hours
- Applicant is in disagreement with fee estimate

85822 - All records about the release, on Aug. 1, 2018, of the Perrin, Thorau and Associates report on the Port Mann Bridge/Highway 1 Construction Review to media outlets that did not file on FOI request

• Doug awaiting feedback before responding. We need to clarify what feedback we're expecting

85464
- gather records (Angro)
- me coord afor
- topps before a for
- does it need b go to

GUE? MO?

From: <u>Justesen, Josh T FIN:EX</u> on behalf of <u>Foster, Doug FIN:EX</u>

To: Gillies, Jessica FIN:EX; Justesen, Josh T FIN:EX; Grieve, Darlene E FIN:EX

 Subject:
 Discuss FOIs - 85464 and 85822

 Start:
 August 21, 2018 1:30:00 PM

 End:
 August 21, 2018 2:00:00 PM

Location: Doug"s Office

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From:

Justesen, Josh T FIN:EX

Sent:

August 8, 2018 2:18 PM

To:

Foster, Doug FIN:EX

Subject:

FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Attachments:

Integrated Call for Records Form - clean.pdf; Fee Estimate Question's.docx

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Best,

Josh Justesen

Administrative Coordinator

Deputy Minister's Office | Ministry of Finance Phone: (250) 387-1660 | <u>Josh.Justesen@gov.bc.ca</u>

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Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Jessica Gillies

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FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

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All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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

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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,

Page 111 of 141 FIN-2018-86068 3



• Copying other types of media; if so please specify:

FOI REQUEST: FIN-2018-85464

GENERAL REQUE	ST 💿	PERSONAL RI Personal Request a	EQUEST Outhorization received date: _	
APPLICANT TYPE	DATE RECEIVE	D FOI ANALYST	FEE ESTIMATE DUE	RECORDS DUE
Media	August 3, 2018	Rene Sorboe	Rene Sorboe	
REQUEST DETAILS:				
All records about the proc	essing and handling of	FIN-2018-82684		
Section 1: Initial Re	cords Assessment			
Do you hold responsive	records? If no, please pro	ovide an explanation that can be g	iven to the applicant (if applicable):	YES NO
Are you aware of other	records that may be r	esponsive to this request wi	thin your Ministry?	YES O NO O
Are you aware of other	records that may be r	esponsive to this request he	ld by another public body?	YES O NO O
If yes, specify:				
NO RECORDS RES	PONSE APPROVA	<u>4L:</u>		
Please forward to Ministr	ry FOI Contact (if app	licable) for Delegated Head	s final public body approval if n	no records have been located
Final Public Body Appr	oval (Full name, Title) Signature	e:	Date:
		equest only (if this is a lade to generate as accurate a	Personal Request skip to S an estimate as possible	Section 3)
Locating/Retrieving Tasks may include: Searching for hard & el Reviewing box content Retrieving records from Retrieving email records	ectronic files lists a off site	stimated Hours	Producing records Tasks may include: Identifying relevant sources of data/information Manual time spent creating an producing records	Actual Hours
Volume				
Electronic files (in pages	-)-	Email without attachments:	Estimated Pages	Actual Pages
*Other refers to PDF, Wo photos and any other elec responsive to the request	ectronic file	Email with attachments:	Estimated Pages	Actual Pages
		Other documents	Estimated Pages	Actual Pages
 1 Standard Records C If in legal sized for 	" and holds approxinentre Services Box:	nately 200 pages (single side	d) Estimated Pages	Actual Pages
Preparation				
Tasks may include: Photocopying/scannin Ensuring completenes	_		Estimated Hours	Actual Hours

Section 3: Search Summary and Program Area Recommen	ndations		
Please describe the search for records including what records were sea records, etc.), duration of search time, and who concluded the search for		l, databases, TRI	M files, off site
Could release of any/all of the responsive records potentially cause har	m?	YES ()	NO ()
*Harm – Disclosure of the records would significantly harm the mini ic. The harms assessment allows FOI staff to better understand the corecommendations based on potential harms. (Issues associated with peto the harms assessment should be communicated to your ministry exemplair Engagement office.)	ntext of the records a ossible disclosure thro	nd make inform ough the FOI pro	ed severing ocess that are unrelated
If yes which information, if released, may cause harm? • Please reference the applicable records and information of concern, the • If any of these records have been prepared for, or used to inform, a deconfidences) may apply. Please identify the applicable records and advise been made public or implemented?	ision of Cabinet or an	y of its committee	s, section 12 (Cabinet
(GENERAL REQUEST ONLY)- Unless specific exemption criteria apply, records provided to the applic Government's Open Information Website If you have any concerns ab indicate here or discuss with your FOI Analyst.			
Section 4: Contact Information			
Who completed this form? (Full Name, Title):	Phone Number:		Date:
	Phone Number:		Date:
Who completed this form? (Full Name, Title): Harms assessment completed by (Full Name, Title)	Phone Number: Program Area:		Date:
			Date:
			Date:

Fee Estimate Question's

Narrowing Suggestions?: (List here)

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Justesen, Josh T FIN:EX

From: Foster, Doug FIN:EX
Sent: August 9, 2018 6:32 AM

To: Justesen, Josh T FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

6 hours

From: Justesen, Josh T FIN:EX

Sent: Wednesday, August 8, 2018 2:18 PM

To: Foster, Doug FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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I've slipped a hard copy into your green FOI folder.

Best,

Josh Justesen

Administrative Coordinator

Deputy Minister's Office | Ministry of Finance Phone: (250) 387-1660 | <u>Josh.Justesen@gov.bc.ca</u>

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Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

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FIN FOI SharePoint site

phone 778 698-9365

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Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

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Follow Up Flag:

Follow up Completed

Flag Status:

6 hours

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FOI REQUEST: FI

	•		REQUEST () I Authorization received date:	
APPLICANT TYPE D	ATE RECEIVED	FOI ANALYST	FEE ESTIMATE DU	E RECORDS DUE
Media Aug	ust 3, 2018	Rene Sorboe		August 20, 2018
REQUEST DETAILS:				
All records about the processing	g and handling of FIN	J-2018-82684		
Section 1: Initial Record	s Assessment			
)o you hold responsive recor	ds? If no, please provide	an explanation that can be	gives to the applicant (if applicable):	YESO NOO
Are you aware of other record	ds that may be respo	onsive to this request w	vithin your Ministry?	YES O NO O
tre you aware of other record	ds that may be respo	nsive to this request h	eld by another public body?	YES O NO O
f yes, specify:				
NO RECORDS RESPON				
		ble) for Delegated Head	l's final public body approval ij	f no records have been locat
inal Public Body Approval (Full name, Title)	Signatu	re:	Date:
T. T.				
Please ensure fhat all reasona S <mark>earch</mark>				Section 3)
Please ensure that all reasona bearch cocating/Retrieving Tasks may include:	ble efforts are made i Estima		an estimate as possible Producing records Tasks may include:	Estimated Hours
Please ensure fluit all reasona S <mark>earch</mark> .ocating/Retrieving	hie efforts are made, so the efforts are made,	lo generale as accurate	Producing records Tasks may include: Identifying relevant sources data/information Manual time spent creating	e of ### Estimated Hours Actual Hours
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ase describe the search for records including what records were searched, (eg. ords, etc.), duration of search time, and who concluded the search for records. In the harms assessment allows FOI staff to better understand the context of the ommendations based on potential harms. (Issues associated with possible discible harms assessment should be communicated to your ministry executive and blic Engagement office.) The harms assessment should be communicated to your ministry executive and blic Engagement office.) The swhich information, if released, may cause harm? The sease reference the applicable records and information of concern, the harms, an any of these records have been prepared for, or used to inform, a decision of Canfidences) may apply. Please identify the applicable records and advise: (1) what is neaded public or implemented? The property of the provided to the applicant in respections of the public of implemented? The provided to the applicant in respectively.			
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ess specific <u>exemption criteria</u> apply, records provided to the applicant in respective times and the applicant in respective times. The publicate is a specific of the publicate here or discuss with your FOI Analyst.	Cabinet or any of	fits committees	, section 12 (Cabinet
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tion 4: Contact Information			
o completed this form? (Full Name, Title): Phone P			
rms assessment completed by (Full Name, Title) Program	ne Number:		Date:
	ne Number: ram Area:		Date:

From;

Chandler, Alex FIN:EX

Sent:

Tuesday, August 7, 2018 3:04 PM

To:

FIN TBS FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

No records from my POD.

From: FIN TBS FOI Coordinator FIN:EX **Sent:** Tuesday, August 7, 2018 3:02 PM

To: Chandler, Alex FIN:EX; John, Rebecca FIN:EX; Hill, Heather K FIN:EX; Dube, Jonathan MCF:EX; Wood, Heather

FIN:EX; Matthias, Lauren FIN:EX; Riley, Dave FIN:EX; Mirza, Sadaf FIN:EX

Cc: FIN TBS FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Please email me all your records that you have on the processing and handling of FOI FIN-2018-82684. I have all the emails that you sent to me. I'll just need ones that you may not have copied me on.

FOI records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Shalegh

From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies
Manager, FOI & Correspondence Unit | Ministry of Finance
FIN FOI SharePoint site
phone 778 698-9365

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender immediately. Any unauthorized copying, disclosure or distribution of the e-mail or the information it contains is strictly forbidden.

From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello.

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,

From:

Matthias, Lauren FIN:EX

Sent:

Tuesday, August 7, 2018 3:51 PM

To:

FIN TBS FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

No further records.

Lauren

From: FIN TBS FOI Coordinator FIN:EX **Sent:** Tuesday, August 7, 2018 3:02 PM

To: Chandler, Alex FIN:EX; John, Rebecca FIN:EX; Hill, Heather K FIN:EX; Dube, Jonathan MCF:EX; Wood, Heather

FIN:EX; Matthias, Lauren FIN:EX; Riley, Dave FIN:EX; Mirza, Sadaf FIN:EX

Cc: FIN TBS FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Please email me all your records that you have on the processing and handling of FOI FIN-2018-82684. I have all the emails that you sent to me. I'll just need ones that you may not have copied me on.

FOI records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Shalegh

From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you,

Jessica Gillies
Manager, FOI & Correspondence Unit | Ministry of Finance
FIN FOI SharePoint site
phone 778 698-9365

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Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

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- 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,

From:

Wood, Heather FIN:EX

Sent: To: Tuesday, August 7, 2018 4:14 PM FIN TBS FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

I won't have any additional records on this subject.

Heather W.

From: FIN TBS FOI Coordinator FIN:EX Sent: Tuesday, August 7, 2018 3:02 PM

To: Chandler, Alex FIN:EX; John, Rebecca FIN:EX; Hill, Heather K FIN:EX; Dube, Jonathan MCF:EX; Wood, Heather

FIN:EX; Matthias, Lauren FIN:EX; Riley, Dave FIN:EX; Mirza, Sadaf FIN:EX

Cc: FIN TBS FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Please email me all your records that you have on the processing and handling of FOI FIN-2018-82684. I have all the emails that you sent to me. I'll just need ones that you may not have copied me on.

FOI records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Shalegh

From: FOI Coordinator FIN:EX

Sent: Friday, August 3, 2018 3:35 PM

To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you,

Jessica Gillies
Manager, FOI & Correspondence Unit | Ministry of Finance
FIN FOI SharePoint site
phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you for your assistance,

From:

Mirza, Sadaf FIN:EX

Sent:

Tuesday, August 7, 2018 4:44 PM

To:

FIN TBS FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

No further responsive records related to FIN-2018-82684.

Thanks, Sadaf

From: FIN TBS FOI Coordinator FIN:EX Sent: Tuesday, August 7, 2018 3:02 PM

To: Chandler, Alex FIN:EX; John, Rebecca FIN:EX; Hill, Heather K FIN:EX; Dube, Jonathan MCF:EX; Wood, Heather

FIN:EX; Matthias, Lauren FIN:EX; Riley, Dave FIN:EX; Mirza, Sadaf FIN:EX

Cc: FIN TBS FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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To: FIN TBS FOI Coordinator FIN:EX; Justesen, Josh T FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN: EX; Morgan, Melissa FIN: EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

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Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FiN FOI SharePoint site

phone 778 698-9365

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Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

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- any other questions or concerns relating to this request.

Thank you for your assistance,

Rene Sorboe, FOI Analyst

Central Agency Team Information Access Operations

From:

FIN TBS FOI Coordinator FIN:EX

Sent:

Monday, August 13, 2018 2:04 PM

To:

FOI Coordinator FIN:EX

Cc:

FIN TBS FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

Okay, I'd say 30 minutes then. Thanks!

Shalegh

From: FOI Coordinator FIN:EX

Sent: Thursday, August 9, 2018 3:54 PM **To:** FIN TBS FOI Coordinator FIN:EX

Cc: FOI Coordinator FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

If you let us know approximately how long it will take we can just add it to the total, even if it's just e.g. 30 minutes.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: FIN TBS FOI Coordinator FIN:EX Sent: Thursday, August 9, 2018 3:36 PM

To: FOI Coordinator FIN:EX

Subject: RE: Call for Records FIN-2018-85464 Records Due August 20, 2018

I won't need to issue a fee estimate.

Shalegh

From: FOI Coordinator FIN:EX

Sent: Thursday, August 9, 2018 12:48 PM

To: FIN TBS FOI Coordinator FIN:EX; Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Cc: FOI Coordinator FIN:EX; Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi TBS and DMO (FOICU),

Doug has submitted a fee estimate. Please provide your fee estimates ASAP and make sure to answer the questions in the attached Word document.

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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Subject: FW: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hi All (DMO, TBS, and SI),

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by August 9, 2018 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by August 20, 2018.

FYI: FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you,

Jessica Gillies

Manager, FOI & Correspondence Unit | Ministry of Finance

FIN FOI SharePoint site

phone 778 698-9365

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From: Courcy, Danny [mailto:IAOCentralTeam@gov.bc.ca]

Sent: Friday, August 3, 2018 2:56 PM

To: FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX

Subject: Call for Records FIN-2018-85464 Records Due August 20, 2018

Hello,

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

All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: CTZ-2018-85463;FIN-2018-82684

Records Due: August 20, 2018

Legislated Due Date: September 18, 2018

IAO Contact: Rene Sorboe

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 <u>PDF format</u>. 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,

From:

Morgan, Melissa FIN:EX

Sent:

Wednesday, August 22, 2018 12:43 PM

To:

FIN TBS FOI Coordinator FIN:EX

Subject:

FW: Call for Records FIN-2018-82684 Records Due April 24, 2018

From: Hill, Heather K FIN:EX

Sent: Wednesday, August 22, 2018 11:51 AM

To: Morgan, Melissa FIN:EX

Subject: FW: Call for Records FIN-2018-82684 Records Due April 24, 2018

Here is an email I sent Shalegh on this - forgot to cc the FOI Coordinator email.

Heather

From: Hill, Heather K FIN:EX

Sent: Thursday, August 9, 2018 4:19 PM

To: Ringma, Shalegh FIN:EX

Subject: FW: Call for Records FIN-2018-82684 Records Due April 24, 2018

Here is an email where I asked Brad if he had records for FIN-2018-82684. That is all I have.

Heather

From: Manderville, Brad W FIN:EX Sent: Friday, April 13, 2018 11:26 AM

To: Hill, Heather K FIN:EX

Subject: RE: Call for Records FIN-2018-82684 Records Due April 24, 2018

No, I don't have any responsive records.

Brad

From: Hill, Heather K FIN:EX

Sent: Friday, April 13, 2018 11:10 AM **To:** Manderville, Brad W FIN:EX

Subject: FW: Call for Records FIN-2018-82684 Records Due April 24, 2018

Anything on this?

Heather

From: FIN TBS FOI Coordinator FIN:EX Sent: Thursday, April 12, 2018 2:01 PM

To: Chandler, Alex FIN:EX; John, Rebecca FIN:EX; Hill, Heather K FIN:EX; Dube, Jonathan FIN:EX; Wood, Heather

FIN:EX; Matthias, Lauren FIN:EX; Rifey, Dave FIN:EX; Mirza, Sadaf FIN:EX

Cc: FIN TBS FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-82684 Records Due April 24, 2018

Let me know either way if you have records or not. If you do, please let me know how long it will take to run your search and produce records. Also, let me know if any other divisions in the Ministry should be canvassed.

Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster. Date Format is MM/DD/YYYY

Shalegh

From: FOI Coordinator FIN:EX

Sent: Thursday, April 12, 2018 1:49 PM

To: Justesen, Josh T FIN:EX; FIN TBS FOI Coordinator FIN:EX

Cc: Gillies, Jessica FIN:EX

Subject: FW: Call for Records FIN-2018-82684 Records Due April 24, 2018

Good afternoon,

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request. Should a fee estimate be necessary please have that to me by April 18th. Otherwise please provide completed CFR, records package and harms assessment by April 20, 2018.

Marika Anderson Ministry of Finance Tel: 250 356-7948

From: Fern, Chelsea [mailto:IAOCentralTeam@qov.bc.ca]

Sent: Tuesday, April 10, 2018 3:23 PM

To: FOI Coordinator FIN:EX

Cc: Michell, Jennifer FIN:EX; Gillies, Jessica FIN:EX

Subject: Call for Records FIN-2018-82684 Records Due April 24, 2018

Hello,

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

Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster. Date Format is MM/DD/YYYY

Applicant Type: Media

Request also directed to: TRA-2018-82683

Records Due: April 24, 2018

Legislated Due Date: May 18, 2018

IAO Contact: David Trudel

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 <u>PDF format</u>. 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.

David Trudel, FOI Analyst Central Agency Team Information Access Operations

From:

FIN TBS FOI Coordinator FIN:EX

Sent:

Wednesday, August 29, 2018 11:51 AM

To:

MacLennan, Alex FIN:EX

Cc:

FIN TBS FOI Coordinator FIN:EX

Subject:

RE: Call for Records FIN-2018-86068 Records Due September 5, 2018

Thank you, Alex

From: MacLennan, Alex FIN:EX

Sent: Wednesday, August 29, 2018 11:38 AM

To: FIN TBS FOI Coordinator FIN:EX

Subject: RE: Cail for Records FIN-2018-86068 Records Due September 5, 2018

We have no records.

Thanks Alex

From: Dube, Jonathan MCF:EX

Sent: Wednesday, August 22, 2018 11:40 AM

To: FIN TBS FOI Coordinator FIN:EX

Cc: MacLennan, Alex FIN:EX

Subject: RE: Call for Records FIN-2018-86068 Records Due September 5, 2018

I do not believe the PBO social policy section would have responsive records given that this is TRAN related matter. The current ED Alex MacLennan can confirm with staff. Thank you.

From: FIN TBS FOI Coordinator FIN:EX

Sent: Wednesday, August 22, 2018 11:25 AM

To: Chandler, Alex FIN:EX; John, Rebecca FIN:EX; Hill, Heather K FIN:EX; Dube, Jonathan MCF:EX; Wood, Heather

FIN:EX; Matthias, Lauren FIN:EX; Riley, Dave FIN:EX; Mirza, Sadaf FIN:EX

Cc: FIN TBS FOI Coordinator FIN:EX

Subject: NEW: Call for Records FIN-2018-86068 Records Due September 5, 2018

Hello,

Please let me know asap if you have records responsive to the request below (I most likely have all the records within the TBS FOI Coordinator mailbox, but please have look to see if there are any records that were not sent to TBS FOI Coordinator):

All records about the processing and handling of FIN-2018-85464 Date Format is MM/DD/YYYY

FYI: FIN-2018-85464 was "All records about the processing and handling of FIN-2018-82684. Date Format is MM/DD/YYYY" and,

FIN-2018-82684 was "Regarding Minister Trevena's Sept. 15, 2017 announcement that she had asked "ministry staff to do a full review" in reaction to the CBC News investigation about Port Mann Bridge project cost overruns and overpayment under the BC Liberal government, I seek related briefing notes, reports and assessments about overpayment and overruns and the performance of and compensation to Kiewit Flatiron, KPMG and Gary Webster."

Thank you!

Melissa Morgan Executive Coordinator Associate Deputy Ministers Office, Treasury Board Staff 617 Government Street, Victoria

Tel: 778.698-5775 Mobile: 250.883-0135 Email: Melissa.Morgan@gov.bc.ca

From: FOI Coordinator FIN:EX

Sent: Tuesday, August 21, 2018 2:43 PM

To: Justesen, Josh T FIN:EX; Gillies, Jessica FIN:EX; Michell, Jennifer FIN:EX; FIN TBS FOI Coordinator FIN:EX

Cc: FOI Coordinator FIN:EX

Subject: FW: Call for Records FIN-2018-86068 Records Due September 5, 2018

Hi all,

Please see the below FOI Request. Please let me know ASAP if another program area should be contacted for this request or if any clarification is required. Should a fee estimate be necessary please have that to me by Aug 24/18 (please see attached Fee Estimate Question.docx). Otherwise please provide completed CFR, clean records package and harms assessment by Sept 5/18.

Thank you,

Darlene Grieve | FOI Analyst

FOI & Correspondence Unit | Deputy Minister's Office | Ministry of Finance FIN FOI SharePoint site | phone 778 698-4887 | email darlene.grieve@gov.bc.ca

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From: Courcy, Danny <IAOCentralTeam@gov.bc.ca>

Sent: August 21, 2018 12:52 PM

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

Cc: Gillies, Jessica FIN:EX <Jessica.Gillies@gov.bc.ca>; Michell, Jennifer FIN:EX <Jennifer.Michell@gov.bc.ca>

Subject: Call for Records FIN-2018-86068 Records Due September 5, 2018

Hello.

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

All records about the processing and handling of FIN-2018-85464 Date Format is MM/DD/YYYY

Applicant Type: Media

Records Due: September 5, 2018 Legislated Due Date: October 1, 2018

1AO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to MOCentralTeam@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 <u>PDF format</u>. If email is not possible, please send the records in electronic format via house mail with the completed form.

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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,

Chelsea Fern, Senior FOI Analyst Central Agency Team Information Access Operations