

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 30, 2018 5:35 PM  
**To:** Szabo, Maria PREM:EX  
**Subject:** Re: Records management for VCO

Hi Maria- sorry for the delay in responding. The day ran away from me again.  
Would you have time tomorrow afternoon for a quick call to discuss this further? Or any other time through the week that works for you.

Thank you,  
Jackie

Sent from my iPhone

On Apr 30, 2018, at 12:50 PM, Szabo, Maria PREM:EX <[Maria.Szabo@gov.bc.ca](mailto:Maria.Szabo@gov.bc.ca)> wrote:

Hi Jackie,

I've been entrusted to ensure that VCO is practicing records management and FOI generation in a consistent, effective, and efficient manner. I'd really like to know more about best practices for maintaining this across an office. Is there somewhere I can go to educate myself on this? I've already done the IM 117 training, but I'm looking for more tangible, practical ways to organize an office like this in terms of FOI processes.

Let me know how you can help!

Thank you,

**Maria Szabo** | Support Staff, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier  
**P:** 604-775-1600 | **E:** [maria.szabo@gov.bc.ca](mailto:maria.szabo@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 30, 2018 9:34 AM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81493 Records Due March 26, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, March 20, 2018 1:23 PM  
**To:** LP PO Executive Office; Bain, Don PREM:EX; Cavanagh, Judy PREM:EX; Kingston, Charlotte PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX; Szabo, Maria PREM:EX; Viaud, Chantille PREM:EX; Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Farmer, Leila PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX  
**Subject:** Call for Records OOP-2018-81493 Records Due March 26, 2018

Hello,

Please see the below request, and please let me know by March 26<sup>th</sup> whether or not you have any responsive records:

**Canvassed: All staff**

---

*All documents, including memos, briefing notes, backgrounders, e-mails, text or Instant messages, media lines, etc., regarding the proposal, rollout and fallout of the Alberta Government's announcement on February 6, 2018 regarding the ban of BC wines into Alberta, including all related documents for BC's response to the wine ban.*

---

*(Date Range for Record Search: **From 02/06/2018 To 02/27/2018**) Date Format is MM/DD/YYYY*

---

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## **Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 4:17 PM  
**To:** Shortt, Amanda PREM:EX  
**Subject:** Sharing request: Calendar

### **Microsoft Exchange Calendar:**

Hendry, Jackie PREM:EX - Calendar  
Hendry, Jackie PREM:EX (Jackie.Hendry@gov.bc.ca) has requested permission to view your Calendar. This person has also invited you to view his or her Calendar.

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 4:01 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-82256  
**Attachments:** Call for Records OOP-2018-82256.pdf

Hello David,

Office of the Premier has no records for this request other than the record that was submitted by the applicant. Please proceed with a no records response. Please include this wording for the draft response to the applicant:

s.13

I will then review the draft letter and the NRR with the DM.

Thank you,  
Jackie



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 3:08 PM  
**To:** McCartney, Angela PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation EDU-2018-83042 \_ 2 pages Due: April 11  
**Attachments:** PREM Consult\_EDU-2018-83042\_2 pages .pdf

Hi Angela,  
This consult involves a Cab Ops email.

Thanks –  
Jackie

---

**From:** Letawske, Juliane CITZ:EX  
**Sent:** Friday, April 27, 2018 2:42 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Consultation EDU-2018-83042 \_ 2 pages Due: April 11

Hello,

The Ministry of Education received this FOI request from a Political Party:  
*All emails, text messages, blackberry message, slack message, WhatsApp messages - excluding attachments - sent between all Deputy Ministers and their Executive/Administrative assistants (Date Range: 09/01/2017 To 09/30/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due April 11, 2018  
IAO may take one to two business days to apply any severing.  
Your executive sign off response is due April 11, 2018

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:  
*Name, Title, Program*

---

### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

### 3. Ministry Executive approval for release

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

#### **Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

#### **Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Juliane Letawske, FOI Analyst  
Health Education Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 3:02 PM  
**To:** Meggs, Geoff PREM:EX; Farmer, Susan PREM:EX; Van Meer-Mass, Kate PREM:EX; McConnell, Sheena PREM:EX; Oreck, Mira PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Wade, Debbie PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Consultation with OOP - FNR-2017-74564  
**Attachments:** Consult FNR-2017-74564 to OOP.pdf

Hello,

FNR received this FOI request from an Interest Group:

*All records including emails, notes, correspondence, and social media comments regarding grizzly bears by, to and from John Horgan, Don Wright - Office of the Premier, Tom Ethier, Kenn McLaren, George Heyman, Caelie Frampton, Mark Zacharias, Bobbi Plecas - Ministry of Environment and Climate Change, Doug Donaldson, Tim Sheldan, Tim Renneberg -Ministry of Forest, Lands, Natural Resource Operations and Rural Development, Lisa Beare, Sandra Carroll - Ministry of Tourism, Arts and Culture, Scott Fraser, and Doug Caul - Ministry of Indigenous Relations and Reconciliation. (Date Range for Record Search: From 08/01/2017 To 12/22/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure, please see below for the specific page numbers pertaining to emails you authored:

- **Geoff:** page 3
- **Susan:** pages 5, 13-15, 17, 21
- **Kate and Sheena:** pages 9-12 (pages 28-31 are duplicates)
- **Mira:** page 7
- **Sage:** pages 33-35, 37

Please provide your views as soon as possible. If you need help determining harms, please contact me.

Thank you,  
Jackie

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 1:40 PM  
**To:** Fern, Chelsea CITZ:EX; IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81554 Records Due April 23, 2018

Hello Chelsea,

Office of the Premier would like to proceed with a “no records response” for this request. Records of this nature would be within the BC Public Service Agency. Please proceed with the NRR process.

s.13

I will then review this with the DM at my meeting on Tuesday.

Thank you,  
Jackie

---

**From:** Fern, Chelsea CITZ:EX  
**Sent:** Wednesday, April 18, 2018 3:05 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81554 Records Due April 23, 2018

Hi Jackie,

Just wanted to check if you’ve heard back from the records officer regarding this file?

Thanks,

**Chelsea Fern** | FOI Senior Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778-698-2740 | **e:** [chelsea.fern@gov.bc.ca](mailto:chelsea.fern@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 13, 2018 3:35 PM  
**To:** Fern, Chelsea CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Call for Records OOP-2018-81554 Records Due April 23, 2018

Hi Chelsea,

Was this request also directed to the PSA? Not sure where within OOP the applicant feels we would have records.

**From:** Fern, Chelsea [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Monday, April 9, 2018 3:02 PM  
**To:** Hendry, Jackie PREM:EX

**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-81554 Records Due April 23, 2018

Hello,

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

*Any and all records, in particular a copy of a [specified] "settlement" agreement (aka "Severance" agreement) signed with the Provincial Government in 1992 by [named individual]; any other records which relate to the settlement/severance agreement. (Date Range for Record Search: From 01/01/1992 To 12/31/1992) Date Format is MM/DD/YYYY*

Applicant Type: Individual  
Records Due: April 23, 2018  
Legislated Due Date: May 8, 2018  
IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

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

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 1:33 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-83009 Due May 4, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 27, 2018 12:05 PM  
**To:** LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-83009 Due May 4, 2018

Hello,

Please see the below request and please let me know by May 4<sup>th</sup> whether or not you have any records:

**Canvassed: all DMO staff**

---

*All records, including but not limited to e-mails, texts, BBM messages, handwritten notes, analysis, briefing notes, from the Deputy Minister's office that mention the PR referendum .*

*(Date Range for Record Search: From **12/01/2017 To 12/31/2017**) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 1:33 PM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82989 Due May 7, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 27, 2018 11:51 AM  
**To:** Kingston, Charlotte PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX; Szabo, Maria PREM:EX; Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82989 Due May 7, 2018

Hello,

Please see the next round of the below request (**please note the new date range**) and please let me know by May 7<sup>th</sup> whether or not you have any records:

**Canvassed: All staff**

---

All drafts and correspondence from the level of Deputy Minister's Office and above regarding the news release titled "Government will help low-income families manage electricity costs" <https://news.gov.bc.ca/releases/2018EMPR0004-000311>

(Date range for records search: **11/17/2017 To 12/01/2017**) Date Format is MM/DD/YYYY

---

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 1:04 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** Accepted: FOI



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 11:55 AM  
**To:** Colliness, Shari D CITZ:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Consultation JTT-2018-81960 Due: May 10th

Hi Shari,

I have reviewed the pages you sent to us for consultation and I'm not sure which pages you wish to seek Office of the Premier views on. I see an Office of the Premier staff cc'd on a couple emails, otherwise, I'm not seeing any emails authored by OOP. Kathie Currie does have a PREM email account, however her role is Ministerial Assistant to the Minister of Jobs, Trade and Technology. Right after the swearing in, many staff were given PREM email addresses temporarily until all the new acronyms were created.

Please contact me to discuss further if need be, otherwise, we'll consider this consultation withdrawn.

Thank you,

Jackie Hendry  
Director, Executive Operations  
Office of the Deputy Minister to the Premier  
Desk: 250.387.5894  
Cell: 250.893.7467

**From:** Colliness, Shari D CITZ:EX  
**Sent:** Thursday, April 26, 2018 3:48 PM  
**To:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Consultation JTT-2018-81960 Due: May 10th

Hello OOP,

JTT received this FOI request from a Political Party:

*All emails between the Minister's Office and Susan.Vasilev@leg.bc.ca. (Date Range for Record Search: From 06/30/2017 To 03/12/2018)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due May 10, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

- 1. There are no harms in these records. They can be released in full.*
- 2. There are harms in releasing all of these records. They should be withheld in their entirety.*
- 3. There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

**2. IAO's review of harms assessment and recommendations on release**

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

**3. Ministry Executive approval for release**

Comments/Recommendations:

*Please indicate which applies:*

- 1. Approved for release with no changes.*
- 2. Approved for release with the following changes... (insert changes).*
- 3. Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Shari Colliness, FOI Specialist  
Team Name  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 27, 2018 11:48 AM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: Consultation JTT-2018-81960 Due: May 10th

Yes, I looked at that one and thought the same thing. I will go back to the analyst.

J

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 26, 2018 4:51 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation JTT-2018-81960 Due: May 10th

Hi Jackie – I don't believe OOP can provide views on any of the attached? There are two emails to Layne on the first two pages, but no emails authored by OOP staff. Also Kathy Currie was an MA for JTT.

**From:** Colliness, Shari D CITZ:EX  
**Sent:** Thursday, April 26, 2018 3:48 PM  
**To:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Consultation JTT-2018-81960 Due: May 10th

Hello OOP,

JTT received this FOI request from a Political Party:

*All emails between the Minister's Office and Susan.Vasilev@leg.bc.ca. (Date Range for Record Search: From 06/30/2017 To 03/12/2018)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due May 10, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:  
*Name, Title, Program*

---

### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

### 3. Ministry Executive approval for release

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

#### **Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

#### **Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Shari Colliness, FOI Specialist  
Team Name  
Information Access Operations

Page 017 of 196

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 3:24 PM  
**To:** IAO CentralTeam CITZ:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-82184 Records

s.13

Thank you,  
Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Thursday, April 26, 2018 3:13 PM  
**To:** Wensink, Alison PREM:EX; IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-82184 Records

s.13

Best wishes,  
David

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 25, 2018 4:25 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-82184 Records

Hello,

Please find attached CFR and records for 82184.  
Thank you,

*Alison Wensink, Executive Administrative Coordinator*  
*Deputy Minister's Office | Office of the Premier*  
*Room 272 - West Annex, Parliament Buildings*  
*Victoria BC V8W 9E1*  
*Phone: (250) 387-2987*

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 2:45 PM  
**To:** IAO CentralTeam CITZ:EX; Shortt, Amanda PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** RE: OOP-2018-82513

Hi Sarah, just going back to the staff person involved to seek her views concerning disclosure. Will get back to you asap.

Thank you,  
Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Thursday, April 26, 2018 2:25 PM  
**To:** Shortt, Amanda PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: OOP-2018-82513

Are there any harms for this request provided?

**Sarah Chan** | FOI Analyst | Information Access Operations | Ministry of Finance  
*Ph:* 250-387-1497 | *e:* [Sarah.Chan@gov.bc.ca](mailto:Sarah.Chan@gov.bc.ca) | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** Shortt, Amanda PREM:EX  
**Sent:** Friday, April 20, 2018 4:34 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Subject:** OOP-2018-82513

Hello,

Please find attached records for 82513

Thanks,

**Amanda Shortt, Administrative Assistant**  
*Deputy Minister's Office | Office of the Premier*  
*Room 272 - West Annex, Parliament Buildings*  
*Victoria BC V8W 9E1*

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 2:43 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Subject:** Harms assessment for OOP-2018-82513  
**Attachments:** OOP-2018-82513 Records.pdf

Hi Kate,

Can you please do a harms assessment on these records. You don't need to specify sections of the Act, just identify what is personal, and any other information you feel needs to be protected. Please feel free to call me to discuss if need be.

Thanks so much,  
Jackie

---

**From:** Shortt, Amanda PREM:EX  
**Sent:** Friday, April 20, 2018 4:34 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Subject:** OOP-2018-82513

Hello,

Please find attached records for 82513

Thanks,

**Amanda Shortt, Administrative Assistant**  
*Deputy Minister's Office | Office of the Premier*  
*Room 272 - West Annex, Parliament Buildings*  
*Victoria BC V8W 9E1*



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 2:01 PM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation MSD-2018-82120 Due: May 4, 2018  
**Attachments:** Documents for Consultation.pdf

This consult can be forwarded to Angela at Cabinet Operations as it involves Cab Ops staff. There is one innocuous email from Tamarra that I will review.

**From:** Nsabimana, John CITZ:EX  
**Sent:** Wednesday, April 25, 2018 4:16 PM  
**To:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Consultation MSD-2018-82120 Due: May 4, 2018

Hello Office of the Premier,

The Ministry of Social Development and Poverty Reduction received this FOI request from a Political Party:  
*All emails, text messages, blackberry message, slack message, WhatsApp messages – excluding attachments – sent from the Administrative Coordinator(s) of the Minister's office (where such a position exists and was staffed at any point during the time frame). (Date Range for Record Search: From 02/01/2018 To 02/28/2018)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due May 4, 2018.

IAO may take one to two business days to apply any severing.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

- 1. There are no harms in these records. They can be released in full.*
- 2. There are harms in releasing all of these records. They should be withheld in their entirety.*
- 3. There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:  
*Name, Title, Program*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

### Exercise of Discretion:

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the

head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

John Nsabimana, Senior FOI Analyst  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 1:59 PM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation IRR-2018-82429 Due: May 10, 2018  
**Attachments:** Documents for Consultation.pdf

This consult can be directed to Angela at Cab Ops as the emails were authored by a Cab Ops Director.

**From:** Graves, Debra CITZ:EX  
**Sent:** Thursday, April 26, 2018 8:01 AM  
**To:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Consultation IRR-2018-82429 Due: May 10, 2018

Hello Office of the Premier,

The Ministry of Indigenous Relations and Reconciliations received this FOI request from a/an Political Party:  
*Records of any and all emails, text messages, BBMs, slack messages, and WhatsApp messages sent from the Minister/Minister of State, excluding attachments and excluding any correspondence from individuals responding on behalf of the Minister/Minister of State. (Date Range for Record Search: From 02/01/2018 To 02/28/2018)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your executive sign off response is due May 10, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

*Name, Title, Program*

---

### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

### 3. Ministry Executive approval for release

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Debra Graves, FOI Analyst  
Resource Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 1:57 PM  
**To:** Fern, Chelsea CITZ:EX  
**Cc:** Shortt, Amanda PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: OOP-2018-81297 Question

Sheena mentioned Liam Iliffe specifically to have a review. Is that something they could arrange?

---

**From:** Fern, Chelsea CITZ:EX  
**Sent:** Thursday, April 26, 2018 1:47 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Shortt, Amanda PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: OOP-2018-81297 Question

Hello Jackie,

I sent the consult to GCPE, but their FOI coordinator said that nothing was authored by them so they feel the consult shouldn't have been directed to them. Do you agree? I can pull it if you like.

Thanks,

**Chelsea Fern** | FOI Senior Analyst | Information Access Operations | Ministry of Citizens' Services  
*Ph:* 778-698-2740 | *e:* [chelsea.fern@gov.bc.ca](mailto:chelsea.fern@gov.bc.ca) | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 4:58 PM  
**To:** Fern, Chelsea CITZ:EX  
**Subject:** FW: OOP-2018-81297 Question

Hi Chelsea,

Please go to GCPE for their views on the Q & As.

Thanks-  
Jackie

---

**From:** McConnell, Sheena PREM:EX  
**Sent:** Wednesday, April 25, 2018 3:24 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: OOP-2018-81297 Question

Hey Jackie. Seems fine to me, but perhaps we can ask Liam Iliffe in GCPE for his view on the disclosure of Q&As. He knows disclosure rules much better than I do.

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 24, 2018 4:22 PM

**To:** McConnell, Sheena PREM:EX  
**Subject:** FW: OOP-2018-81297 Question

Hi Sheena,

Regarding the records (see attached) for OOP -2018-81297 for:

*Regarding the Premier's July 21, 2017 teleconference with Chinese media: A list of the names and affiliations of all participants; Copies of invitations to the participants; Briefing notes about the participants and items to be discussed; A copy of the transcript of the teleconference; Handwritten notes from the teleconference; The recording of the teleconference. Date Format is MM/DD/YYYY*

Can you please advise if there are any concerns with the disclosure of these records? Particularly the Q & As? Was GCPE involved? Should we seek their views concerning disclosure? We will be protecting personal email addresses.

Thank you,  
Jackie

---

**From:** Fern, Chelsea CITZ:EX  
**Sent:** Monday, April 23, 2018 9:35 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81297 Question

Hi Jackie,

Just wondering if you had any updates regarding my question on this file? Specifically, are there any severing recommendations for the Q & As, and should this go to GCPE for consult?

Thanks,

**Chelsea Fern** | FOI Senior Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778-698-2740 | **e:** [chelsea.fern@gov.bc.ca](mailto:chelsea.fern@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 1:40 PM  
**To:** Shortt, Amanda PREM:EX  
**Subject:** FW: New Due Date for OOP-2018-82335

---

**From:** Appleton, Natalie CITZ:EX  
**Sent:** Thursday, April 26, 2018 1:39 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** New Due Date for OOP-2018-82335

Hi Jackie,

Just letting you know that OOP-2018-82335 has been extended for volume. The new due date is June 20<sup>th</sup>, 2018. Please let me know if I should share this update with any additional contacts.

Thank you,

**Natalie Appleton** | Team Lead | Consolidated Intake | Information Access Operations | Ministry of Citizens' Services

**Ph:** 250 356-9164 | **e:** [Natalie.Appleton@gov.bc.ca](mailto:Natalie.Appleton@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1



INFORMATION  
ACCESS OPERATIONS  
A BRANCH *of* SHARED SERVICES BC

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 10:52 AM  
**To:** Banister, Lori FIN:EX  
**Subject:** FW: updated after our call FW: Watson spreadsheet  
**Attachments:** Watson, Lucy SPREADSHEET April 16 2018.xlsx

Hi Lori – sorry for the delay in getting back to you.

I discussed this with Shelley Canitz who does confirm that Lucy was part of many meetings in preparing for the new government. Shelley offered to be part of a conference call with us and Lucy in effort to sort out her expenses and all that she is billing for. Do you think that would be beneficial? I don't really know how else to get all of this figured out.

Let me know – happy to discuss further.

Thank you,  
Jackie

---

**From:** Banister, Lori FIN:EX  
**Sent:** Monday, April 16, 2018 11:49 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** updated after our call FW: Watson spreadsheet

Hi Jackie, attached is updated copy of the spreadsheet (updated since our phone call) ....just want to be sure you have the latest in case you refer to it. L

---

**From:** Banister, Lori FIN:EX  
**Sent:** Monday, April 16, 2018 11:05 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Watson spreadsheet

**Lori Banister**  
Procurement Specialist, CFFS  
778 698 3049  
[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)





## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 26, 2018 8:49 AM  
**To:** Arslan, Alan CITZ:EX  
**Subject:** FW: IM117 Training

Hi Alan, Maura just sent a note saying that payroll is now providing the numbers, but I thought I'd send you these since I received them.

Kim Manton: s.22  
John-Michael McColl: s.22

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 3:17 PM  
**To:** Arslan, Alan CITZ:EX  
**Cc:** Begley, Rhianna CITZ:EX; Reed, Matt CITZ:EX; Parte, Maura PSA:EX  
**Subject:** RE: IM117 Training

Hello Alan,

I have sent an email to the employees you had listed below to get their employee number. I will pass them on as soon as possible.

Regarding the staff below requiring IM117 training, Maura and I can connect to work out some possible dates and locations for the training. As well, we have had a few staffing changes within Office of the Premier and I would like to schedule training for them. Would it be workable to have them participate with the MO staff below? Or set up a separate session? Right now I have two OOP employees requiring training. One staff is in Vancouver.

Thank you,  
Jackie

---

**From:** Arslan, Alan CITZ:EX  
**Sent:** Wednesday, April 25, 2018 1:54 PM  
**To:** Hendry, Jackie PREM:EX; Parte, Maura PSA:EX  
**Cc:** Begley, Rhianna CITZ:EX; Reed, Matt CITZ:EX  
**Subject:** RE: IM117 Training

Hello Jackie and Maura,

I hope you are both doing well. I am writing about a couple of things:

1. I am still needing the numbers from the 4 employees in the email below so that they can get credit for completing IM117
2. The following MO staff listed below will need to receive training from our branch. Could you please let me know what dates could work so that I can coordinate with Matt/Rhianna?

Hubley, Holly Lynn
Nanninga, Tanera

Sharma,Niki
Delaney-Spindler,Chelsea Elizabeth
Frampton,Caelie
Singh,Jaswant Jasmyn
Demelo,Paula
Sam,Ann Marie
Duguay,Ilene S
MacDonald,Alexander William
Pommelet,Lisa Diana
Smith,Jessica Claire
Reid,Heide Florence
Garnier,Jack Anthony
Hembree,Sara Elizabeth
Takkar,Namrata
Wakeman,Michelle

Sincerely,

Alan Arslan

---

**From:** Arslan, Alan CITZ:EX

**Sent:** Thursday, April 19, 2018 1:26 PM

**To:** Hendry, Jackie PREM:EX; Parte, Maura PSA:EX

**Subject:** IM117 Training

Good afternoon Jackie and Maura,

I am needing employee numbers for the following employees that took IM117 training today so that they can get credit for the course:

- Maura Parte
- Kim Manton
- John Michael McColl
- Brenda Tombs

As always, thank you.

Sincerely,

**Alan Arslan**

Privacy Advisor | desk 778-698-5839; cell 250-588-3524

Privacy, Compliance & Training Branch

Corporate Information & Records Management Office

Ministry of Citizens' Services

*The contents of this message are provided for information purposes and do not constitute legal advice.*

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 5:17 PM  
**To:** Wright, Don J. PREM:EX  
**Subject:** Accepted: MEETING: Don and Jackie

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 4:57 PM  
**To:** McConnell, Sheena PREM:EX  
**Subject:** RE: OOP-2018-81297 Question

Sounds good. I'll get them to consult with GCPE.

Thanks-  
Jackie

---

**From:** McConnell, Sheena PREM:EX  
**Sent:** Wednesday, April 25, 2018 3:24 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: OOP-2018-81297 Question

Hey Jackie. Seems fine to me, but perhaps we can ask Liam Iliffe in GCPE for his view on the disclosure of Q&As. He knows disclosure rules much better than I do.

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 24, 2018 4:22 PM  
**To:** McConnell, Sheena PREM:EX  
**Subject:** FW: OOP-2018-81297 Question

Hi Sheena,

Regarding the records (see attached) for OOP -2018-81297 for:

*Regarding the Premier's July 21, 2017 teleconference with Chinese media: A list of the names and affiliations of all participants; Copies of invitations to the participants; Briefing notes about the participants and items to be discussed; A copy of the transcript of the teleconference; Handwritten notes from the teleconference; The recording of the teleconference. Date Format is MM/DD/YYYY*

Can you please advise if there are any concerns with the disclosure of these records? Particularly the Q & As? Was GCPE involved? Should we seek their views concerning disclosure? We will be protecting personal email addresses.

Thank you,  
Jackie

---

**From:** Fern, Chelsea CITZ:EX  
**Sent:** Monday, April 23, 2018 9:35 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81297 Question

Hi Jackie,

Just wondering if you had any updates regarding my question on this file? Specifically, are there any severing recommendations for the Q & As, and should this go to GCPE for consult?

Thanks,

**Chelsea Fern** | FOI Senior Analyst | Information Access Operations | Ministry of Citizens' Services

**Ph:** 778-698-2740 | **e:** [chelsea.fern@gov.bc.ca](mailto:chelsea.fern@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 4:56 PM  
**To:** McColl, John-Michael JTT:EX  
**Subject:** RE: Employee number needed to confirm attendance at IM117 Training

Thanks!

---

**From:** McColl, John-Michael JTT:EX  
**Sent:** Wednesday, April 25, 2018 4:54 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Employee number needed to confirm attendance at IM117 Training

Hi Jackie,

My employee number is: s.22

*John Michael McColl*  
*Senior Ministerial Assistant to Hon. Bruce Ralston*  
*Minister of Jobs, Trade and Technology*  
British Columbia Parliament Buildings | [501 Belleville St, Victoria, BC V8V 2L8](#)  
[johnmichael.mccoll@gov.bc.ca](mailto:johnmichael.mccoll@gov.bc.ca) | 250.208.6051

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 3:12 PM  
**To:** Manton, Kim FIN:EX <Kim.Manton@gov.bc.ca>; McColl, John-Michael JTT:EX <JohnMichael.McColl@gov.bc.ca>; Tombs, Brenda SDPR:EX <Brenda.Tombs@gov.bc.ca>  
**Cc:** Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>  
**Subject:** Employee number needed to confirm attendance at IM117 Training  
**Importance:** High

Hi –

Please provide me with your employee number as soon as possible. Your employee number is required to ensure you receive credit for attending the mandatory IM117 training session.

Please do not use “reply all” to protect your personal privacy. Just reply to me directly.

Please contact me if you have any questions.

Thank you,

Jackie Hendry  
Director, Executive Operations  
Office of the Deputy Minister to the Premier

Desk: 250.387.5894  
Cell: 250.893.7467

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 3:19 PM  
**To:** Manton, Kim FIN:EX  
**Subject:** RE: Employee number needed to confirm attendance at IM117 Training

Thank you, Kim! Enjoy the sunshine!

Jackie ☺

---

**From:** Manton, Kim FIN:EX  
**Sent:** Wednesday, April 25, 2018 3:17 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Employee number needed to confirm attendance at IM117 Training

Hi Jackie,

Thank you for following up with us ☺

My employee ID is s.22

Have a great day,  
Kim

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 3:12 PM  
**To:** Manton, Kim FIN:EX; McColl, John-Michael JTT:EX; Tombs, Brenda SDPR:EX  
**Cc:** Parte, Maura PSA:EX  
**Subject:** Employee number needed to confirm attendance at IM117 Training  
**Importance:** High

Hi –

Please provide me with your employee number as soon as possible. Your employee number is required to ensure you receive credit for attending the mandatory IM117 training session.

Please do not use “reply all” to protect your personal privacy. Just reply to me directly.

Please contact me if you have any questions.

Thank you,

Jackie Hendry  
Director, Executive Operations  
Office of the Deputy Minister to the Premier  
Desk: 250.387.5894  
Cell: 250.893.7467



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 2:56 PM  
**To:** Wharton, Karen S CITZ:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: Transfer of BRDO Space to Office of the Premier

Hello Karen,

I have replaced Michelle Leamy and this position is now more focussed on the Deputy Minister's Office of Office of the Premier in Victoria. Vanessa Geary is the Executive Director at the Vancouver Cabinet Office and would be better suited to discuss the transfer of BRDO space to the Office of the Premier. I have included Vanessa in this response so she can respond to you directly.

Thank you,  
Jackie

---

**From:** Wharton, Karen S CITZ:EX  
**Sent:** Wednesday, April 25, 2018 2:13 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Transfer of BRDO Space to Office of the Premier

Hi Jackie,

Have you replaced Michelle Leamy as the signing authority for Office of the Premier, Cabinet Operations? We are working on an Accommodation Proposal to transfer space at 999 Canada Place from the Board Resource and Development Office to Office of the Premier and would like to know who to send the documents to.

Are you also able to confirm if the transfer of space, 83.99m2 was effective April 1, 2018 and if it includes the one (1) lease included parking stall?

Regards,

Karen Wharton, A/Director Client Relations  
Client Services Branch | Ministry of Citizens' Services | Real Property Division  
PO Box 9412 Stn Prov Gov | Victoria BC | V8W 9V1 | e: Karen.Warton@gov.bc.ca | Cell: 778-679-1565



Real Property  
Division

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 2:30 PM  
**To:** Canitz, Shelley L PREM:EX  
**Subject:** FW: Transfer of BRDO Space to Office of the Premier

I imagine this should be sent to Vanessa?

---

**From:** Wharton, Karen S CITZ:EX  
**Sent:** Wednesday, April 25, 2018 2:13 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Transfer of BRDO Space to Office of the Premier

Hi Jackie,

Have you replaced Michelle Leamy as the signing authority for Office of the Premier, Cabinet Operations? We are working on an Accommodation Proposal to transfer space at 999 Canada Place from the Board Resource and Development Office to Office of the Premier and would like to know who to send the documents to.

Are you also able to confirm if the transfer of space, 83.99m2 was effective April 1, 2018 and if it includes the one (1) lease included parking stall?

Regards,

Karen Wharton, A/Director Client Relations

Client Services Branch | Ministry of Citizens' Services | Real Property Division

PO Box 9412 Stn Prov Gov | Victoria BC | V8W 9V1 | e: Karen.Warton@gov.bc.ca | Cell: 778-679-1565



Real Property  
Division

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 11:46 AM  
**To:** Shortt, Amanda PREM:EX  
**Subject:** RE: DUE ASAP: MOE-2017-74563 Consultation with OOP

Sure - thx

---

**From:** Shortt, Amanda PREM:EX  
**Sent:** Wednesday, April 25, 2018 11:45 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FW: DUE ASAP: MOE-2017-74563 Consultation with OOP

Hi Jackie – s.22

– should I forward this to Chantille?

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, April 25, 2018 11:44 AM  
**To:** Shortt, Amanda PREM:EX  
**Subject:** Automatic reply: DUE ASAP: MOE-2017-74563 Consultation with OOP

s.22

If you need assistance before then, please contact Chantille Viaud at [chantille.viaud@gov.bc.ca](mailto:chantille.viaud@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 11:35 AM  
**To:** Shortt, Amanda PREM:EX  
**Subject:** FW: MOE-2017-74563 Consultation with OOP  
**Attachments:** Consult MOE-2017-74563 to OOP.pdf

In subject: DUE ASAP and mark with high importance

Example of wording to follow up:

Hi Mira and Charlotte,

If you could provide your views concerning the disclosure of these records **as soon as possible** that would be very appreciated. The legislated due date is fast approaching for the Ministry of Environment. If they don't receive our views, they will have to proceed without our harms assessment.

Please contact Jackie Hendry if you have any questions or concerns.

Much appreciated.

---

**From:** Shortt, Amanda PREM:EX  
**Sent:** Thursday, April 19, 2018 10:36 AM  
**To:** Oreck, Mira PREM:EX; Kingston, Charlotte PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Subject:** MOE-2017-74563 Consultation with OOP

Hello Mira and Charlotte,

MOE received this FOI request from an Interest Group:

*All records including emails, notes, correspondence, and social media comments regarding grizzly bears by, to and from John Horgan, Don Wright - Office of the Premier, Tom Ethier, Kenn McLaren, George Heyman, Caelie Frampton, Mark Zacharias, Bobbi Plecas - Ministry of Environment and Climate Change, Doug Donaldson, Tim Sheldan, Tim Renneberg -Ministry of Forest, Lands, Natural Resource Operations and Rural Development, Lisa Beare, Sandra Carroll - Ministry of Tourism, Arts and Culture, Scott Fraser, and Doug Caul - Ministry of Indigenous Relations and Reconciliation. (Date Range for Record Search: From 08/01/2017 To 12/22/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure, specifically pages 20-25.

Please contact Jackie Hendry directly if you have any questions.

Thank you,

**Amanda Shortt, Administrative Assistant**



**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 11:29 AM  
**To:** Nash, Amber PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation MOE-2018-80307 Due: April 27, 2018  
**Attachments:** Documents for Consultation - MOE-2018-80307.pdf

Hi Amber,

The Ministry of Environment received this FOI request from a Political Party:  
*All documents and communications, including all drafts of briefing notes, on the carbon tax rebate cheques. (Date Range for Record Search: From 08/01/2017 To 01/22/2018)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

If you could please respond asap that would be very appreciated!

Thank you,  
Jackie

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 10:26 AM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81633 Records Due ASAP

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 19, 2018 3:53 PM  
**To:** LP Premiers Vancouver Office; LP PO Deputy Minister; LP PO Executive Office  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-81633 Records Due ASAP

Hello,

Please see the below request and please let me know by as soon as possible whether or not you have any records:

**Canvassed: All staff**

---

*All drafts and correspondence from the level of the Deputy Minister's Office or higher, regarding the news release titled "Government will help low-income families manage electricity costs".*

*(Date Range for Record Search: From 03/02/2018 To 03/06/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 10:20 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82249 Due April 16, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 10, 2018 3:41 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82249 Due April 16, 2018

Hello,

Please let me know by April 16<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All records to/from/referencing the Canadian Association of Petroleum Producers (CAPP), the Pembina Institute, and hydraulic fracturing – which relate to the scientific review on Hydraulic fracturing, as mentioned in <https://news.gov.bc.ca/releases/2018EMPR0006-000402>*

---

*(Date Range for Record Search: From 09/01/2017 To 03/15/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987



Page 045 of 196

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 9:56 AM  
**To:** Chan, Sarah CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-82280 and OOP-2018-81862

Hi Sarah,

I reviewed this with the DM and he is fine with releasing OOP-2018-82280 without an official sign off as the records are identical to OOP-2018-81862, they were released recently, and the records were released in their entirety.

Thank you,  
Jackie

---

**From:** Chan, Sarah CITZ:EX  
**Sent:** Tuesday, April 24, 2018 2:41 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** OOP-2018-82280 and OOP-2018-81862

Hi Jackie,

Just checking in about these two files. They were identical except for the fact that we had two separate applicants. I think originally the thought was to have both assigned to the same analyst in order to have them addressed at the same time. This did not happen. The one file however was a full disclosure, I am wondering if we want to go through a full sign off or can we send the package to the second applicant seeing as its identical?

Much thanks.

**Sarah Chan** | FOI Analyst | Information Access Operations | Ministry of Finance  
**Ph:** 250-387-1497 | **e:** [Sarah.Chan@gov.bc.ca](mailto:Sarah.Chan@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 9:26 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** Accepted: FOI

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 8:56 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: FOI

Hi Judy,

Thank you for connecting. s.22 If you could get Vanessa to get access to your Outlook and folders so she can do the search on your behalf. She can have that done by connecting with Prem Tech.

s.22

~Jackie

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 8:11 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FOI

Hi Jackie,

s.22 and my apologies if I asked before but what do I do about FOI. s.22  
s.22 What else?

Thanks.

Judy

**Judy Cavanagh** | Executive Director, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier  
**P:** 604-775-1600 | **E:** judy.cavanagh@gov.bc.ca

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 24, 2018 4:12 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82629 and OOP-2018- 82353 Due April 27, 2018

Hi –  
No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Monday, April 23, 2018 1:20 PM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP Premiers Vancouver Office; Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Farmer, Leila PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX  
**Subject:** Call for Records OOP-2018-82629 and OOP-2018- 82353 Due April 27, 2018

Hello,

*Please see the below request and please let me know by April 27<sup>th</sup> whether or not you have any record. **Please note this is two requests that were similarly worded and we have combined them for clarity. Therefore unfortunately we are not able to initiate a fee.** Please let me know if you have any questions! Thank you!*

**Canvassed: All staff**

---

### Regarding news release 2018EMPR0004-000311:

- A. All drafts and correspondence from the level of the Deputy Minister's Office or higher.
- B. Regarding a **specific paragraph**: *"In addition, starting in May, BC Hydro residential customers who find themselves in an emergency – such as loss of employment, unanticipated medical expenses or pending eviction for example – will be eligible for a grant toward their outstanding BC Hydro bill. The grant is up to \$600 and does not need to be repaid"*
- Any advice provided to the Premier;
  - Any emails, text messages, slack, whatsapp, Signal, briefing notes, memoranda
    - Exchanged between any of the following: Premier's Office, GCPE, Energy and Mines and/ or Finance.
    - Exchanged between any of the following: BC Hydro, the Premier's Office, Minister/ Deputy Minister's office of EGM and/ or the Minister/ Deputy Minister's office of FIN.

**Date range 01/16/2018 to 02/14/2018** Date Format is MM/DD/YYYY

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

***Alison Wensink, Executive Administrative Coordinator***

*Deputy Minister's Office | Office of the Premier*

*Room 272 - West Annex, Parliament Buildings*

*Victoria BC V8W 9E1*

*Phone: (250) 387-2987*

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 24, 2018 3:09 PM  
**To:** Tsang, Diana FIN:EX  
**Subject:** Accepted: Introductory Budget Briefing

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 24, 2018 3:01 PM  
**To:** Canitz, Shelley L PREM:EX  
**Subject:** RE: OoP Budget Briefing

I'll be there ☺

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Tuesday, April 24, 2018 2:59 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FW: OoP Budget Briefing

Jackie – if you are in town, hope you will attend – if you wish, will have you invited

---

**From:** Dicks, Erin L FIN:EX  
**Sent:** Tuesday, April 24, 2018 2:22 PM  
**To:** Canitz, Shelley L PREM:EX  
**Cc:** Geary, Vanessa PREM:EX; Tsang, Diana FIN:EX  
**Subject:** RE: OoP Budget Briefing

I think May 2<sup>nd</sup> should work.

Diana can you please check and see if we can get a boardroom, and s.22

Thanks.

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Tuesday, April 24, 2018 12:14 PM  
**To:** Dicks, Erin L FIN:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: OoP Budget Briefing

Erin – an update – would it be possible to have a briefing the afternoon of May 2 instead?

Thanks  
Shelley

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Monday, April 23, 2018 4:17 PM  
**To:** Dicks, Erin L FIN:EX  
**Cc:** Vanessa Geary (vanessa.geary@gov.bc.ca)  
**Subject:** OoP Budget Briefing

Erin – as you know, Vanessa Geary is taking over as the ED at VCO. She will be in Victoria on the afternoon of Monday, May 7. Would it be possible to set up an introductory briefing on the OoP budget, much like the one that Judy, Jackie and I had last summer? If so, I would like to attend as well s.22 I found last year's briefing helpful in understanding how our budget is managed and planned.



Many thanks  
Shelley

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 24, 2018 11:12 AM  
**To:** Wright, Don J. PREM:EX  
**Subject:** Accepted: MEETING: Don and Jackie - FOI

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 24, 2018 10:08 AM  
**To:** CITZ OPEN INFOGROUP CITZ:EX  
**Cc:** Frelick, Neil CITZ:EX  
**Subject:** RE: OOP - Harms Question - March Calendar - Yuma-Morisho

I have reviewed the entry with the DM and he is fine with release.

Thank you,  
Jackie

---

**From:** CITZ OPEN INFOGROUP CITZ:EX  
**Sent:** Tuesday, April 24, 2018 9:07 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** CITZ OPEN INFOGROUP CITZ:EX; Frelick, Neil CITZ:EX  
**Subject:** OOP - Harms Question - March Calendar - Yuma-Morisho

Hi Jackie,

Just one question on Okenge Yuma-Morisho's March calendar:

Mar 8 @ 9:30am – Psychometric Testing

- Any harm?

Thank you,

**Ryan Schumm, B.A. | Jr. FOI Analyst | Information Access Operations | *p:* (778) 698-3285 | *e:* [ryan.schumm@gov.bc.ca](mailto:ryan.schumm@gov.bc.ca) | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2**

Warning: This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this in error, please phone or e-mail the sender immediately and delete the message.

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 4:39 PM  
**To:** Wade, Debbie PREM:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FW: COS draft Communication  
**Attachments:** Email Use - Communication from Chief of Staff.docx

Hi Debbie,

I have reviewed this draft with Don Wright who is fine with the release. Please send out on behalf of Geoff Meggs.

Thank you,  
Jackie

---

**From:** Cook, Jeannette CITZ:EX  
**Sent:** Tuesday, April 17, 2018 4:08 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** COS draft Communication

Hi Jackie,

Please find attached a draft communication that was prepared by our Corporate Records and Information Management Office which provided guidance for staff at the Legislature on use of email accounts.

If you have any questions, please let me know. Thank you.  
JC

**Jeannette Cook** | Director, Executive Operations  
Deputy Minister's Office | Ministry of Citizens' Services  
*Ph:* 250 387-8817 | *e:* [jeannette.cook@gov.bc.ca](mailto:jeannette.cook@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 4:38 PM  
**To:** Wade, Debbie PREM:EX  
**Subject:** RE: FOI Training

Hi Debbie – I'm so sorry for not connecting earlier! I had a reminder in my calendar to connect with you regarding FOI training and this week just ran away from me! s.22 , but are you free to connect on Tuesday or Wednesday next week to discuss further?

Thank you, and have a great weekend.

Jackie

---

**From:** Wade, Debbie MMHA:EX  
**Sent:** Wednesday, April 18, 2018 3:26 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: FOI Training

Hi Jackie;

Hope you are having a great day! I s.22 would love to connect in regards to some FOI training. Friday's are usually a little quieter, so if a Friday is possible for a couple of hours, that would be great!

Let me know at your convenience.

Thanks!

*Debbie Wade*  
*Executive Coordinator to the Chief of Staff*  
*Office of the Premier*  
*250-356-2785*

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, March 28, 2018 9:22 AM  
**To:** Wong, Tamarra PREM:EX; Wade, Debbie MMHA:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** RE: FOI Training

Hi Tamarra and Debbie,

Tamarra, thank you so much for reaching out about FOI training for Debbie!

Debbie, have you taken the mandatory IM117 training before? This is the training session that provides an overview on FOI, Records Management and Privacy. The training is offered on line, but for Office of the Premier, I had the trainers come to us for a couple sessions which we found much more beneficial. If you have done the training before, depending on how long ago, it may be a good idea to do a refresher. Let me know and I'll make the necessary arrangements.

As well, I will arrange to have the manager and team lead with Information Access Operations come to our office for a more in depth FOI session, perhaps after you have had a chance to get more familiar with your new position. This session covers the process for providing responsive records, the exceptions to disclosure, legislated timelines etc. There will be a lot of opportunity to ask questions specific to the work you do.

In the meantime, please feel free to connect with me at any time if you have any questions regarding FOI.

Thanks so much!

Jackie

---

**From:** Wong, Tamarra PREM:EX  
**Sent:** Monday, March 26, 2018 2:08 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Wade, Debbie MMHA:EX  
**Subject:** FOI Training

Hi Jackie,

Debbie Wade, Cc'ed above, will be taking over for me as the new Executive Coordinator to the Chief of Staff effective immediately. Can you please let me know if we can set up an FOI training session for her?

Thanks,

**Tamarra Wong**  
Executive Coordinator to the Chief of Staff  
Office of the Premier  
E: [tamarra.wong@gov.bc.ca](mailto:tamarra.wong@gov.bc.ca)  
Tel: 250-356-2785 | Cell: 250-208-3085

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 4:00 PM  
**To:** McCartney, Angela PREM:EX  
**Cc:** IAO CentralTeam CITZ:EX; King, Peggy CITZ:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Call for Records OOP-2018-82966 Due May 2, 2018  
**Attachments:** Integrated Call for Records Form.pdf

This should have also been directed to Cabinet Operations.

Thank you,  
Jackie

**From:** King, Peggy [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Wednesday, April 18, 2018 4:17 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-82966 Due May 2, 2018

Hello,

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

*Regarding the LNG announcement on March 22, 2018: All briefing, decisions, and background materials related to the industrial rate; All records of any comparison done between the industrial rate and the eDrive rate; All records regarding the business case (draft and final) of the industrial rate - excluding material that was prepared for or submitted to Cabinet for consideration for all records. Date Range: 01/01/2018 To 04/17/2018 Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-82849  
Request also directed to: GCPE, Finance, Environment, EMPR  
Records Due: May 2, 2018  
Legislated Due Date: May 30, 2018  
IAO Contact: Peggy King

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

Peggy King, FOI Specialist  
Central Agency Team  
Information Access Operations



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 3:33 PM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** ICBC Requests

*All records, emails and subsequent attachments, memos, draft and final copies of agendas, minutes, meeting summaries, briefing notes, handwritten notes, and post-meeting reports, of meetings between any combination of the following: The Attorney General or his staff; ICBC Chair Joy MacPhail, the CEO of ICBC, the Premier or his Office Staff, and/or the Minister of Finance or her Office staff. (Date Range for Record Search: From 07/18/2017 To 02/23/2018)  
Date Format is MM/DD/YYYY*

Relating to [any of the following]:

- Investment strategies as it pertains to ICBC
- ICBC net loss or income loss
- Civil tariffs as it pertains to ICBC related matters
- Driver Risk Premiums as it pertains to ICBC
- Court rules as it pertains to ICBC related matters
- Procurement strategies for ICBC
- Legal reforms as it pertains to ICBC
- High value vehicles and ICBC
- Product reform as it pertains to ICBC
- Medical procurement as it pertains to ICBC
- ICBC Transformation program
- No-fault (relating to ICBC / insurance)
- Soft tissue caps
- Claims rated scale changes
- Driver penalty points (relating to ICBC
- Unpaid or historic claims
- Initiatives to address rising cost of claims
- Legal representation
- Injury Claims estimates for 2017-18 and 3 year fiscal plan through 2019/20
- ICBC licensing and registration fees
- Fraud strategies for ICBC
- Capital reserves and minimum capital test

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 3:28 PM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** CFR for OOP-2018-82629 and OOP-2018- 82353

### Regarding news release 2018EMPR0004-000311:

- A. All drafts and correspondence from the level of the Deputy Minister's Office or higher.
- B. Regarding a **specific paragraph**: *"In addition, starting in May, BC Hydro residential customers who find themselves in an emergency – such as loss of employment, unanticipated medical expenses or pending eviction for example – will be eligible for a grant toward their outstanding BC Hydro bill. The grant is up to \$600 and does not need to be repaid"*
- Any advice provided to the Premier;
  - Any emails, text messages, slack, whatsapp, Signal, briefing notes, memoranda
    - Exchanged between any of the following: Premier's Office, GCPE, Energy and Mines and/ or Finance.
    - Exchanged between any of the following: BC Hydro, the Premier's Office, Minister/ Deputy Minister's office of EGM and/ or the Minister/ Deputy Minister's office of FIN.

Date range 01/16/2018 to 02/14/2018

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 1:51 PM  
**To:** CFFSHELP, FIN FIN:EX  
**Subject:** FW: BANK OF MONTREAL (MASTERCARD) AWENSINK s.17 03APR18 \$8,710.86  
**Attachments:** AWENSINK s.17 03APR18.xlsx; AWENSINK\_s.17\_03APR181 Receipts.pdf

Approved.

---

**From:** Shortt, Amanda PREM:EX  
**Sent:** Friday, April 20, 2018 1:20 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** BANK OF MONTREAL (MASTERCARD) AWENSINK s.17 03APR18 \$8,710.86

The attached register package is complete, with register (all descriptions, account coding and taxes entered), receipts and forms attached.

Please forward your approval, along with the transaction package to accounts payable for Oracle entry.

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 10:57 AM  
**To:** King, Peggy CITZ:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81002 Records

Hi Peggy –

I agree. s.13 Can you make mention on the approval form that you consulted with Environment on that page and no harms were identified? s.13  
s.13

---

**From:** King, Peggy CITZ:EX  
**Sent:** Thursday, April 19, 2018 11:25 AM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81002 Records

Hi everyone,

I'm wondering if I can get a little clarification on the harms noted below for OOP-2018-81002. s.13  
s.13  
s.13

I have attached the page for reference. I should also note that Environment consulted on this page and found no harm.

Thank you,

**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, March 14, 2018 4:21 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX  
**Subject:** OOP-2018-81002 Records

Hello,

Please find attached CFR and records we have so far for 81002 (still waiting for responses from a few staff). I've also attached S.13 harms.

s.13

Thank you,

***Alison Wensink, Executive Administrative Coordinator***  
*Deputy Minister's Office | Office of the Premier*  
*Room 272 - West Annex, Parliament Buildings*  
*Victoria BC V8W 9E1*  
*Phone: (250) 387-2987*

Page 066 of 196

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 20, 2018 9:32 AM  
**To:** Trudel, David CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX; McCartney, Angela PREM:EX  
**Subject:** FW: OOP-2018-80872  
**Attachments:** OOP-2018-80872.pdf

Hi David,

I discussed these pages with ADM Christine Kennedy who confirms s.13  
s.13

Thank you,  
Jackie

---

**From:** Trudel, David CITZ:EX  
**Sent:** Thursday, March 15, 2018 9:33 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** McCowan, Dwayne CITZ:EX  
**Subject:** OOP-2018-80872

Hi Jackie. Here are the pages we were discussing.

Thanks for your help, as always.

David

**David Trudel** | FOI Analyst | Information Access Operations | Ministry of Citizens' Services **Ph:** 250-953-6211 |  
**e:** [David.Trudel@gov.bc.ca](mailto:David.Trudel@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 4:23 PM  
**To:** Elbahir, Cindy CITZ:EX; Kane, Meghan M CITZ:EX; Appleton, Natalie CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Full Transfer Request to MAG

Hello,

Office of the Premier would like to request a full transfer to MAG for the following files:

- OOP-2018-82307
- OOP-2018-82205
- OOP-2018-82292
- OOP-2018-82304
- OOP-2018-82289
- OOP-2018-82484
- OOP-2018-82447
- OOP-2018-82487
- OOP-2018-82450
- OOP-2018-82518
- OOP-2018-82581
- OOP-2018-82415
- OOP-2018-82412
- OOP-2018-82394
- OOP-2018-82391
- OOP-2018-82324
- OOP-2018-82331
- OOP-2018-82328
- OOP-2018-82327
- OOP-2018-82602
- OOP-2018-82592
- OOP-2018-82198

Thank you,  
Jackie



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 3:15 PM  
**To:** Privett, Don PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** FW: RESPONSE DUE NOW - Call for Records OOP-2018-81818 Due April 4, 2018

Hi Don –

By copy of this email, Amanda will connect with you to help walk you through this.

Thanks

Jackie

---

**From:** Privett, Don PREM:EX  
**Sent:** Thursday, April 19, 2018 3:10 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81818 Due April 4, 2018

Hey Jackie,

Can you advise me...is there a way to batch send these emails?

I highlight a number in my sent box and select forward, but it reaches capacity with about 20 emails.

Thanks,

Don

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** 19 April 2018 14:57  
**To:** Privett, Don PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81818 Due April 4, 2018

Send to me with a cc to Alison

---

**From:** Privett, Don PREM:EX  
**Sent:** Thursday, April 19, 2018 2:54 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81818 Due April 4, 2018

Okay, and sent to you or Allison?

Don

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** 19 April 2018 14:46  
**To:** Privett, Don PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81818 Due April 4, 2018

Yes, every sent email for the month of February. Thanks

---

**From:** Privett, Don PREM:EX  
**Sent:** Thursday, April 19, 2018 2:45 PM

**To:** Hendry, Jackie PREM:EX

**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81818 Due April 4, 2018

Hi Jackie,

Sorry I misread this request. You require every email in my sent box during this date range, is that the idea (I don't do any other form of messaging)?

Don

---

**From:** Hendry, Jackie PREM:EX

**Sent:** 19 April 2018 14:36

**To:** Privett, Don PREM:EX

**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX

**Subject:** RESPONSE DUE NOW - Call for Records OOP-2018-81818 Due April 4, 2018

**Importance:** High

Hello Don,

Please provide records for this request **as soon as possible**. The legislated due date for this request is **April 26**. The Office of the Premier is required to provide a response to the applicant by the due date as per the *Freedom of Information and Protection of Privacy Act*.

Please contact me directly if you have any questions or concerns.

Thank you,

Jackie

---

**From:** Wensink, Alison PREM:EX

**Sent:** Thursday, April 19, 2018 2:34 PM

**To:** Hendry, Jackie PREM:EX

**Subject:** FW: Call for Records OOP-2018-81818 Due April 4, 2018

---

**From:** Wensink, Alison PREM:EX

**Sent:** Tuesday, March 27, 2018 4:43 PM

**To:** Privett, Don PREM:EX

**Subject:** Call for Records OOP-2018-81818 Due April 4, 2018

Hi Don,

*Please see the below request and please provide responsive records by April 4<sup>th</sup> :*

**For email records:**

- *Go to Sent Items folder and scroll down to date range*
- **Option 1:** *Drag and drop emails into a separate email to send to me. Depending on how many emails you have within this date range, you may need to break them up and send them in multiple parts*
- **Option 2:** *Highlight all emails, click on File – Save as Adobe PDF. The conversion can take a few minutes. I would recommend doing this in 2 or 3 sections*
- **Option3:** *Drag all responsive emails onto a USB stick and provide the stick to me*

**For text message records:**

- *Take screenshots of all conversations containing responsive records. Please see attached instructions for this*

*If you have any issues with compiling these records, please let me know and I will be happy to help!*

---

*Records of any and all emails (excluding attachments), text messages, BBMs, slack messages, and WhatsApp messages sent from Donald Privett.*

*(Date Range for Record Search: From 02/01/2018 To 02/28/2018) Date Format is MM/DD/YYYY*

---

*If you think that the search for records will take you over 3 hours and/or the total volume of records will exceed 200 pages, please let me know as soon as possible.*

*Thank you for your assistance with this request!*

***Alison Wensink, Executive Administrative Coordinator***

*Deputy Minister's Office | Office of the Premier*

*Room 272 - West Annex, Parliament Buildings*

*Victoria BC V8W 9E1*

*Phone: (250) 387-2987*

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:36 PM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: RESPONSE DUE NOW - Call for Records OOP-2018-81432 Records Due March 21, 2018

---

**From:** Brown, Evan PREM:EX  
**Sent:** Thursday, April 19, 2018 2:33 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81432 Records Due March 21, 2018

No records

**Evan Brown | Executive Assistant to Premier John Horgan**  
Office: 250 387 1715  
Cell: 778 584 0217

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:12 PM  
**To:** Brown, Evan PREM:EX; Dewar, Bob PREM:EX; Oreck, Mira PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RESPONSE DUE NOW - Call for Records OOP-2018-81432 Records Due March 21, 2018  
**Importance:** High

Hello,

Please provide your response to this call for records for this request **as soon as possible**. The legislated due date for this request is fast approaching. The Office of the Premier is required to provide a response to the applicant by the due date as per the *Freedom of Information and Protection of Privacy Act*.

**Elizabeth:** I note you responded with a “no records”. Can you please provide your response on behalf of Sage.

Please contact me directly if you have any questions or concerns.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 19, 2018 12:01 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FW: Overdue: Reminder: Call for Records OOP-2018-81432 Records Due March 21, 2018  
**Importance:** High

Hi Jackie,

1 request and 2 reminders have been sent out so far:

**Evan, Bob, Mira** – needing your response/records

**Elizabeth** – needing Sage only

---

**From:** Wensink, Alison PREM:EX

**Sent:** Wednesday, April 4, 2018 9:52 AM

**To:** Holmwood, Jen PREM:EX; Brown, Evan PREM:EX; Dewar, Bob PREM:EX; Oreck, Mira PREM:EX; Aaron, Sage PREM:EX

**Subject:** Overdue: Reminder: Call for Records OOP-2018-81432 Records Due March 21, 2018

**Importance:** High

Hi all – another reminder for this request.

Thank you,

Alison

---

**From:** Wensink, Alison PREM:EX

**Sent:** Monday, March 26, 2018 1:15 PM

**To:** Van Meer-Mass, Kate PREM:EX; McConnell, Sheena PREM:EX; Holmwood, Jen PREM:EX; Brown, Evan PREM:EX; Dewar, Bob PREM:EX; Oreck, Mira PREM:EX; Kingston, Charlotte PREM:EX; Parkinson, Elizabeth PREM:EX; Wong, Tamarra PREM:EX; Mulloy, Eleanor PREM:EX

**Cc:** Aaron, Sage PREM:EX

**Subject:** Reminder: Call for Records OOP-2018-81432 Records Due March 21, 2018

Hi all – reminders for this request.

**Kate, Sheena, Jen, Evan, Bob, Mira, Charlotte** – needing your response/records

**Eleanor** – needing both yours and Suzanne's

**Tamarra** – needing both yours and Geoff's

**Elizabeth** – needing Sage only

Thanks so much!

Alison

---

**From:** Wensink, Alison PREM:EX

**Sent:** Thursday, March 15, 2018 4:29 PM

**To:** LP PO Executive Office; LP PO Deputy Minister; Bain, Don PREM:EX; Cavanagh, Judy PREM:EX; Kingston, Charlotte PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX; Szabo, Maria PREM:EX; Viaud, Chantille PREM:EX

**Subject:** Call for Records OOP-2018-81432 Records Due March 21, 2018

Hello,

*Please see the next round of the below request (**please see the new date range**), and please let me know by March 21<sup>st</sup> whether or not you have any responsive records:*

*All communications regarding pipelines sent or received by the Premier or his staff.*

*(Date Range for Record Search: From 01/31/2018 To 02/08/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

***Alison Wensink, Executive Administrative Coordinator***  
*Deputy Minister's Office | Office of the Premier*  
*Room 272 - West Annex, Parliament Buildings*  
*Victoria BC V8W 9E1*  
*Phone: (250) 387-2987*

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:25 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018

Thank you! Are you able to do a search on behalf of Sage?

---

**From:** Parkinson, Elizabeth PREM:EX  
**Sent:** Thursday, April 19, 2018 2:24 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018

Hi Jackie,

I believe that response was for myself as I didn't cc. Sage.

Elizabeth

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:03 PM  
**To:** Oreck, Mira PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018  
**Importance:** High

Hello Mira and Sage,

Please provide your response to this call for records for this request **as soon as possible**. The legislated due date for this request is fast approaching. The Office of the Premier is required to provide a response to the applicant by the due date as per the *Freedom of Information and Protection of Privacy Act*.

**Elizabeth:** I note you responded with a "no records". Can you please specify if that is for your search, or on behalf of Sage.

Please contact me directly if you have any questions or concerns.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 10, 2018 2:29 PM  
**To:** Holmwood, Jen PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Overdue: Call for Records OOP-2018-81294 Records Due March 16, 2018

Hello – reminder for this request

Thank you,

Alison

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Monday, March 12, 2018 3:38 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81294 Records Due March 16, 2018

Hello,

Please let me know by March 16<sup>th</sup> whether or not you have any records responsive to the following request (apologies for the short turnaround time):

**Canvassed: All staff**

---

All records, **excluding** communications with Federal government officials/staff, in the Premier/Minister's office related to the current trade dispute with Alberta.

---

(Date Range for Record Search: From 01/01/2018 To 02/21/2018) Date Format is MM/DD/YYYY

---

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:07 PM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Thursday, April 19, 2018 2:05 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018

I have no related records. Thanks for nudging me on this!

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:03 PM  
**To:** Oreck, Mira PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018  
**Importance:** High

Hello Mira and Sage,

Please provide your response to this call for records for this request **as soon as possible**. The legislated due date for this request is fast approaching. The Office of the Premier is required to provide a response to the applicant by the due date as per the *Freedom of Information and Protection of Privacy Act*.

**Elizabeth:** I note you responded with a “no records”. Can you please specify if that is for your search, or on behalf of Sage.

Please contact me directly if you have any questions or concerns.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 10, 2018 2:29 PM  
**To:** Holmwood, Jen PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Overdue: Call for Records OOP-2018-81294 Records Due March 16, 2018

Hello – reminder for this request

Thank you,  
Alison

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Monday, March 12, 2018 3:38 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81294 Records Due March 16, 2018

Hello,

Please let me know by March 16<sup>th</sup> whether or not you have any records responsive to the following request (apologies for the short turnaround time):

**Canvassed: All staff**

---

All records, **excluding** communications with Federal government officials/staff, in the Premier/Minister's office related to the current trade dispute with Alberta.

---

(Date Range for Record Search: From 01/01/2018 To 02/21/2018) Date Format is MM/DD/YYYY

---

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:07 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018

Thank you!

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Thursday, April 19, 2018 2:05 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018

I have no related records. Thanks for nudging me on this!

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:03 PM  
**To:** Oreck, Mira PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RESPONSE DUE NOW - Call for Records OOP-2018-81294 Records Due March 16, 2018  
**Importance:** High

Hello Mira and Sage,

Please provide your response to this call for records for this request **as soon as possible**. The legislated due date for this request is fast approaching. The Office of the Premier is required to provide a response to the applicant by the due date as per the *Freedom of Information and Protection of Privacy Act*.

**Elizabeth:** I note you responded with a “no records”. Can you please specify if that is for your search, or on behalf of Sage.

Please contact me directly if you have any questions or concerns.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 10, 2018 2:29 PM  
**To:** Holmwood, Jen PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Overdue: Call for Records OOP-2018-81294 Records Due March 16, 2018

Hello – reminder for this request

Thank you,  
Alison

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Monday, March 12, 2018 3:38 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81294 Records Due March 16, 2018

Hello,

Please let me know by March 16<sup>th</sup> whether or not you have any records responsive to the following request (apologies for the short turnaround time):

**Canvassed: All staff**

---

All records, **excluding** communications with Federal government officials/staff, in the Premier/Minister's office related to the current trade dispute with Alberta.

---

(Date Range for Record Search: From 01/01/2018 To 02/21/2018) Date Format is MM/DD/YYYY

---

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:06 PM  
**To:** Oreck, Mira PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018

Thank you!

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Thursday, April 19, 2018 2:04 PM  
**To:** Wensink, Alison PREM:EX; Hendry, Jackie PREM:EX  
**Subject:** FW: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018

See my calendar attached.

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Wednesday, April 18, 2018 1:17 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** RE: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018

Hi Mira,

For you to review and forward to Alison,

Warmest Regards,

**Danny Loubert** | Administrative Coordinator, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier  
P: 604-775-1677 | E: [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Wednesday, April 18, 2018 12:45 PM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** FW: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018  
**Importance:** High

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 18, 2018 12:02 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018  
**Importance:** High

Hi Mira – reminder for this request.

Thank you,

Alison

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, March 28, 2018 10:36 AM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Call for Records OOP-2018-81672 Records Due April 4, 2018

Hi Mira,

Please let me know by April 4<sup>th</sup> whether or not you have any records responsive to the following request:

**UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.**

---

*The daily calendar and agenda for Mira Oreck.*

*(Date Range for Record Search: From **12/01/2017 To 03/08/2018**) Date Format is MM/DD/YYYY*

---

*If you think that the search for records will take you over 3 hours and/or the total volume of records will exceed 200 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 2:06 PM  
**To:** Shortt, Amanda PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** FW: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018  
**Attachments:** Calendar Dec 1 2017- March 8th 2018.pdf

Please provide to IAO.

Thank you,  
Jackie

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Thursday, April 19, 2018 2:04 PM  
**To:** Wensink, Alison PREM:EX; Hendry, Jackie PREM:EX  
**Subject:** FW: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018

See my calendar attached.

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Wednesday, April 18, 2018 1:17 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** RE: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018

Hi Mira,

For you to review and forward to Alison,

Warmest Regards,

**Danny Loubert** | Administrative Coordinator, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier  
P: 604-775-1677 | E: [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Wednesday, April 18, 2018 12:45 PM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** FW: Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018  
**Importance:** High

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 18, 2018 12:02 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Please respond asap: Call for Records OOP-2018-81672 Records Due April 4, 2018  
**Importance:** High

Hi Mira – reminder for this request.

Thank you,

Alison

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, March 28, 2018 10:36 AM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Call for Records OOP-2018-81672 Records Due April 4, 2018

*Hi Mira,*

*Please let me know by April 4<sup>th</sup> whether or not you have any records responsive to the following request:*

**UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.**

---

*The daily calendar and agenda for Mira Oreck.*

*(Date Range for Record Search: From **12/01/2017 To 03/08/2018**) Date Format is MM/DD/YYYY*

---

*If you think that the search for records will take you over 3 hours and/or the total volume of records will exceed 200 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 1:56 PM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: RESPONSE DUE NOW Call for Records OOP-2018-81672

Should have cc'd you both.

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 1:50 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** RESPONSE DUE NOW Call for Records OOP-2018-81672  
**Importance:** High

Hello Mira,

Please provide records for this request **as soon as possible**. The legislated due date for this request is **Monday, April 23**. The Office of the Premier is required to provide a response to the applicant by the due date as per the *Freedom of Information and Protection of Privacy Act*.

Please contact me directly if you have any questions or concerns.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, March 28, 2018 10:36 AM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Call for Records OOP-2018-81672 Records Due April 4, 2018

Hi Mira,

Please let me know by April 4<sup>th</sup> whether or not you have any records responsive to the following request:

**UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.**

---

*The daily calendar and agenda for Mira Oreck.*

*(Date Range for Record Search: From **12/01/2017 To 03/08/2018**) Date Format is MM/DD/YYYY*

---

*If you think that the search for records will take you over 3 hours and/or the total volume of records will exceed 200 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

*Alison Wensink, Executive Administrative Coordinator*

*Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987*

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 1:31 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82946 Due May 3, 2018

Hello,

s.22  
this request withdrawn.

Please go back to the applicant to have

Thank you,  
Jackie

**From:** Chan, Sarah [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Thursday, April 19, 2018 1:28 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-82946 Due May 3, 2018

Hello,

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

*Scanned images of all pages in all notebooks used by Vanessa Geary. (Date Range for Record Search: From 07/18/2017 To 07/31/2017) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Records Due: May 3, 2018  
Legislated Due Date: May 29, 2018  
IAO Contact: Sarah Chan

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

Sarah Chan, FOI Analyst  
Central Agency Team  
Information Access Operations

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 11:43 AM  
**To:** Yonson, Neal CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Reminder: Call for Records - OOP-2018-81692

Hi Neal,

s.13

Thank you,  
Jackie

---

**From:** Yonson, Neal CITZ:EX  
**Sent:** Wednesday, April 4, 2018 10:30 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Reminder: Call for Records - OOP-2018-81692

Hi Jackie,

Reminder that records for this request were due back to IAO on March 26. Please let me know if this is likely to generate a fee, or if I need to go back to the applicant for clarification as the request description is quite lengthy.

Thanks,  
**Neal Yonson** | FOI Specialist  
Central Team, Information Access Operations  
[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 11:33 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Reminder Call for Records OOP-2018-82066 Records Due: April 5, 2018

Hi

Please proceed with the NRR process. As well, please also connect with Meghan for an update.

Thank you,  
Jackie

**From:** Toyoko Doyle [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Wednesday, April 18, 2018 11:51 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Reminder Call for Records OOP-2018-82066 Records Due: April 5, 2018

Hello,

This is a reminder for the following request.

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

*A copy of the Treasury Board proposal regarding the following mentioned in 2018EMPR0004-000311. (Date Range for Record Search: From 07/18/2017 To 03/12/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-82058  
Request also directed to: GCP, FIN, EMP  
Records Due: April 5, 2018  
Legislated Due Date: April 25, 2018  
IAO Contact: Toyoko Doyle

Please let me know the status of your records search.

Thank you for your assistance,

**Toyoko Doyle** | Sr. FOI Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778-698-2376 | **e:** [Toyoko.Doyle@gov.bc.ca](mailto:Toyoko.Doyle@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 11:14 AM  
**To:** Wright, Don J. PREM:EX  
**Subject:** Accepted: MEETING: Don and Jackie - FOI

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 11:04 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Shortt, Amanda PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: OOP-2018-80751 Records  
**Attachments:** GCP-2017-74397 Redline of Site C Stakeholder List.pdf

Hi Peggy,

Please see attached the severing applied to similar records in this GCPE consultation regarding stakeholder lists.

Thank you,  
Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, April 4, 2018 11:45 AM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-80751 Records

Hi Alison,

A few weeks ago Jackie mentioned that someone at OOP was completing a consult on a stakeholder list similar (or identical) to the one that appears in the records for OOP-2018-80751. She said she would forward the consult to me so that I have harms for the records. Do you know if that was completed and if so, can I get a copy of the harms?

Thanks,

**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, March 14, 2018 1:24 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: OOP-2018-80751 Records

Hi Alison,

There are a lot of names with potentially personal phone numbers and email addresses in the stakeholder lists in this set of records. I'm wondering if a subject matter expert at OOP can give me a harms assessment to highlight names/numbers/emails to watch out for.

I will try to get an applicant consent extension.

Thanks,



**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, March 14, 2018 10:49 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX  
**Subject:** OOP-2018-80751 Records

Hello,

Please find attached records and CFR for 80751.

Thank you

***Alison Wensink, Executive Administrative Coordinator***  
*Deputy Minister's Office | Office of the Premier*  
*Room 272 - West Annex, Parliament Buildings*  
*Victoria BC V8W 9E1*  
*Phone: (250) 387-2987*

(TW, GM)

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 10:17 AM  
**To:** Shortt, Amanda PREM:EX  
**Subject:** MOE-2017-74563 Consultation with OOP  
**Attachments:** Consult MOE-2017-74563 to OOP.pdf

EXAMPLE--- cc me and Alison

Hello Mira and Charlotte,

MOE received this FOI request from an Interest Group:

*All records including emails, notes, correspondence, and social media comments regarding grizzly bears by, to and from John Horgan, Don Wright - Office of the Premier, Tom Ethier, Kenn McLaren, George Heyman, Caelie Frampton, Mark Zacharias, Bobbi Plecas - Ministry of Environment and Climate Change, Doug Donaldson, Tim Sheldan, Tim Renneberg -Ministry of Forest, Lands, Natural Resource Operations and Rural Development, Lisa Beare, Sandra Carroll - Ministry of Tourism, Arts and Culture, Scott Fraser, and Doug Caul - Ministry of Indigenous Relations and Reconciliation. (Date Range for Record Search: From 08/01/2017 To 12/22/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure.

Please contact Jackie Hendry directly if you have any questions.

Thank you,

Your signature block

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 10:14 AM  
**To:** Shortt, Amanda PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** FW: Consultation MOE-2017-74563 Due: April 9, 2018  
**Attachments:** Consult MOE-2017-74563 to OOP.pdf

**From:** Barbon, Tyler CITZ:EX  
**Sent:** Thursday, March 22, 2018 4:27 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Consultation MOE-2017-74563 Due: April 9, 2018

Hello OOP,

MOE received this FOI request from an Interest Group:

*All records including emails, notes, correspondence, and social media comments regarding grizzly bears by, to and from John Horgan, Don Wright - Office of the Premier, Tom Ethier, Kenn McLaren, George Heyman, Caelie Frampton, Mark Zacharias, Bobbi Plecas - Ministry of Environment and Climate Change, Doug Donaldson, Tim Sheldan, Tim Renneberg -Ministry of Forest, Lands, Natural Resource Operations and Rural Development, Lisa Beare, Sandra Carroll - Ministry of Tourism, Arts and Culture, Scott Fraser, and Doug Caul - Ministry of Indigenous Relations and Reconciliation. (Date Range for Record Search: From 08/01/2017 To 12/22/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due April 3, 2018.

IAO may take one to two business days to apply any severing.

Your executive sign off response is due April 9, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

- 1. There are no harms in these records. They can be released in full.*
- 2. There are harms in releasing all of these records. They should be withheld in their entirety.*
- 3. There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

*Name, Title, Program*

---

### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

### 3. Ministry Executive approval for release

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

#### **Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

#### **Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Tyler Barbon, Senior FOI Analyst  
Resource Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 10:08 AM  
**To:** Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation GCP-2018-81406 Due: May 2, 2018  
**Attachments:** OOP Consultation GCP-2018-81406.pdf

---

**From:** Boyd, Melissa CITZ:EX  
**Sent:** Wednesday, April 18, 2018 3:21 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** Consultation GCP-2018-81406 Due: May 2, 2018

Hello,

Government Communications and Public Engagement received this FOI request from a Political Party:

*All records in the Deputy Minister's office and Assistant Deputy Minister's office related to the current trade dispute with Alberta. (Date Range for Record Search: From 01/01/2018 To 02/23/2018).*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due **May 2, 2018**.

IAO may take one to two business days to apply any severing.

Please advise if executive approval is required.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

- 1. There are no harms in these records. They can be released in full.*
- 2. There are harms in releasing all of these records. They should be withheld in their entirety.*
- 3. There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

*Name, Title, Program*

---

### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

### 3. Ministry Executive approval for release

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Melissa Boyd, FOI Analyst  
Health/Education Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 19, 2018 8:49 AM  
**To:** Sanderson, Kristen CITZ:EX  
**Cc:** Shortt, Amanda PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: Ministerial Assistant

Hi Kristen,

OOP does not have the position of Ministerial Assistant.

Thank you,  
Jackie

---

**From:** Sanderson, Kristen CITZ:EX  
**Sent:** Thursday, April 19, 2018 8:48 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Shortt, Amanda PREM:EX; Wensink, Alison PREM:EX  
**Subject:** Ministerial Assistant  
**Importance:** High

Hello,

Can you confirm whether OOP had a Ministerial Assistant for the month of December? This is in regards to a new message tracking request.

Thanks,

*Kristen Sanderson* | FOI Analyst | Information Access Operations | Shared Services BC  
**t:** 250.387.5423 | **e:** [kristen.sanderson@gov.bc.ca](mailto:kristen.sanderson@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 18, 2018 4:08 PM  
**To:** Cook, Jeannette CITZ:EX  
**Subject:** FW: COS draft Communication

Hi Jeannette,

I have reviewed the COS draft Communication with the Deputy Minister and he is fine with it being sent out.

Thank you,  
Jackie

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 17, 2018 4:11 PM  
**To:** Cook, Jeannette CITZ:EX  
**Subject:** RE: COS draft Communication

Thank you, Jeannette. I would like to review this draft with the Deputy Minister. I'll get back to you after I meet with him tomorrow afternoon.

Thanks –  
Jackie

---

**From:** Cook, Jeannette CITZ:EX  
**Sent:** Tuesday, April 17, 2018 4:08 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** COS draft Communication

Hi Jackie,

Please find attached a draft communication that was prepared by our Corporate Records and Information Management Office which provided guidance for staff at the Legislature on use of email accounts.

If you have any questions, please let me know. Thank you.  
JC

**Jeannette Cook** | Director, Executive Operations  
Deputy Minister's Office | Ministry of Citizens' Services  
**Ph:** 250 387-8817 | **e:** [jeannette.cook@gov.bc.ca](mailto:jeannette.cook@gov.bc.ca)



Page 101 of 196

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 18, 2018 11:26 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81220 due tomorrow

OOP has not located records in response to this request. Please proceed with a no records response.

Thank you,  
Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, April 18, 2018 11:21 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81220 due tomorrow  
**Importance:** High

Hi Jackie,

Just checking in one last time on the personal request OOP-2018-81220. The request is due tomorrow. Does OOP have records?

Thank you,

**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 18, 2018 11:17 AM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: MOE-2018-80853 Consultation with OOP

Hi – can one of you please provide the response to IAO and then file in our consult folder? Thanks. J

---

**From:** Clark, Layne PREM:EX  
**Sent:** Thursday, March 22, 2018 10:52 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: MOE-2018-80853 Consultation with OOP

Thanks. All good.

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, March 22, 2018 10:04 AM  
**To:** Clark, Layne PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** MOE-2018-80853 Consultation with OOP

Hi Layne,

The Ministry of Environment received this FOI request from a media applicant:

*All records including e-mails, briefing notes, and polling - but excluding media releases or clippings - on the B.C. government response to Alberta's decision, announced February 6, 2018, to have the Alberta Gaming and Liquor Commission immediately halt the import of all wines from British Columbia. (Date Range for Record Search: From 02/05/2018 To 02/09/2018)*

They identified the attached document(s) as responsive records and wish to get Office of the Premier's views on disclosure. If you could please review the emails you authored, and as well if you could review the records with Jen Holmwood and Sage Aaron and provide views concerning disclosure as soon as possible.

Please contact me if you have any questions.

Thanks so much!  
Jackie

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 17, 2018 3:33 PM  
**To:** Wright, Don J. PREM:EX  
**Subject:** Accepted: MEETING: Don and Jackie - FOI

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 17, 2018 2:36 PM  
**To:** McConnell, Sheena PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: Chinese Media Conference Call FOI

Thank you, Sheena.

J

---

**From:** McConnell, Sheena PREM:EX  
**Sent:** Tuesday, April 17, 2018 2:36 PM  
**To:** Wensink, Alison PREM:EX; Hendry, Jackie PREM:EX  
**Subject:** Chinese Media Conference Call FOI

Here you guys go!

**Sheena McConnell, Press Secretary**  
Office of the Premier | Government of BC  
501 Belleville St, Victoria, BC V8V 2L8 | 250-387-1688

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 17, 2018 11:08 AM  
**To:** Fern, Chelsea CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-80475

s.13

Thank you,  
Jackie

---

**From:** Fern, Chelsea CITZ:EX  
**Sent:** Tuesday, April 17, 2018 10:33 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-80475

Hello Jackie,

s.13

Request Description: *Copies of any documents (excluding cabinet-related records) including e-mails, text or instant messages, in the Premier's office, that reference the Kinder Morgan TransMountain Pipeline. (Date Range for Record Search: From 11/01/2017 To 01/26/2018)*

Narrowing: NO public records or TNO records. NO CabOPS or IGRS records.

s.13

Thanks,

**Chelsea Fern** | FOI Senior Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778-698-2740 | **e:** [chelsea.fern@gov.bc.ca](mailto:chelsea.fern@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, March 13, 2018 10:37 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX  
**Subject:** OOP-2018-80475

Hello,

Please find attached CFR and records we have so far for 80475. Still waiting for responses from a few staff.

Thank you,

***Alison Wensink, Executive Administrative Coordinator***

*Deputy Minister's Office | Office of the Premier*

*Room 272 - West Annex, Parliament Buildings*

*Victoria BC V8W 9E1*

*Phone: (250) 387-2987*

(KVM, ShC, EM)

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 16, 2018 3:09 PM  
**To:** Shortt, Amanda PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** FW: Consultation FNR-2017-74564 Due: April 20, 2018  
**Attachments:** Consult FNR-2017-74564 to OOP.pdf

Hi Amanda – can you print this out for me? Thanks

J

**From:** Barbon, Tyler CITZ:EX  
**Sent:** Wednesday, April 4, 2018 4:34 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Consultation FNR-2017-74564 Due: April 20, 2018

Hello OOP,

FNR received this FOI request from an Interest Group:

*All records including emails, notes, correspondence, and social media comments regarding grizzly bears by, to and from John Horgan, Don Wright - Office of the Premier, Tom Ethier, Kenn McLaren, George Heyman, Caelie Frampton, Mark Zacharias, Bobbi Plecas - Ministry of Environment and Climate Change, Doug Donaldson, Tim Sheldan, Tim Renneberg -Ministry of Forest, Lands, Natural Resource Operations and Rural Development, Lisa Beare, Sandra Carroll - Ministry of Tourism, Arts and Culture, Scott Fraser, and Doug Caul - Ministry of Indigenous Relations and Reconciliation. (Date Range for Record Search: From 08/01/2017 To 12/22/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due April 12, 2018.

IAO may take one to two business days to apply any severing.

Your executive sign off response is due April 20, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

- 1. There are no harms in these records. They can be released in full.*
- 2. There are harms in releasing all of these records. They should be withheld in their entirety.*
- 3. There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:  
*Name, Title, Program*

---

### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:



### 3. Ministry Executive approval for release

Comments/Recommendations:

Please indicate which applies:

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

Name, Title

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

#### Exercise of Discretion:

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

#### Factors relevant to the exercise of discretion include:

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Tyler Barbon, Senior FOI Analyst  
Resource Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 16, 2018 10:20 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81861 Due April 19, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 13, 2018 4:49 PM  
**To:** LP Premiers Vancouver Office; LP PO Executive Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81861 Due April 19, 2018

Hello,

Please see the below request and please let me know by April 19<sup>th</sup> whether or not you have any records:

**Canvassed: All staff**

---

*From the level of the Deputy Minister's Office or higher: All correspondence, excluding public commentary, regarding the new employer payroll tax introduced in Budget 2018.*

---

*(Date Range for Record Search: From 02/20/2018 To 03/13/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 16, 2018 9:39 AM  
**To:** IAO CentralTeam CITZ:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81640 NRR

Oh, yes. I remember that now.

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Monday, April 16, 2018 9:37 AM  
**To:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81640 NRR

It was originally stated in the call for records as Page 77 and confirmed to be page 81. I sent an email on March 28<sup>th</sup> confirming that to OOP.

**Sarah Chan** | FOI Analyst | Information Access Operations | Ministry of Finance  
*Ph:* 250-387-1497 | *e:* [Sarah.Chan@gov.bc.ca](mailto:Sarah.Chan@gov.bc.ca) | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 16, 2018 9:32 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81640 NRR

Hi Sarah,

Can you please provide me with the page that they're referencing?

Thanks –  
Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Monday, April 16, 2018 8:45 AM  
**To:** Shortt, Amanda PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Subject:** RE: OOP-2018-81640 NRR

Hi there,

Do we have any wording we can provide to the applicant. They have come back and asked why this is a NRR when they email was mentioned in another file.

Kind regards,

**Sarah Chan** | FOI Analyst | Information Access Operations | Ministry of Finance  
*Ph:* 250-387-1497 | *e:* [Sarah.Chan@gov.bc.ca](mailto:Sarah.Chan@gov.bc.ca) | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** Shortt, Amanda PREM:EX  
**Sent:** Thursday, April 5, 2018 4:17 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Subject:** FW: OOP-2018-81640 NRR

Please proceed with the NRR response to the applicant.

Thank you,

-Amanda

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Thursday, March 29, 2018 2:54 PM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81640 NRR

Hi, Jackie.

All areas canvassed reported nil responsive records concerning FOI request: OOP-2018-81640

Other public bodies with same request: **N/A**

Wording of the request: **Provide a copy of the email from Lori Winstanley mentioned on page 77 of OOP-2017-74107 in an email from Dave Nikolejsin to Don Wright. (Date Range for Record Search: From 07/18/2017 To 03/07/2018)**

Requester type: **Political Party**

Legislated due date: **04/20/2018**

Program areas canvassed: **Exec/DMO**

Would you like to see a formal approval package or may we proceed with the no responsive records response to the applicant?

Additionally, please let me know if you would like any other explanatory wording included in our response.

Thanks,

**Sarah Chan** | FOI Analyst | Information Access Operations | Ministry of Finance  
**Ph:** 250-387-1497 | **e:** [Sarah.Chan@gov.bc.ca](mailto:Sarah.Chan@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, March 28, 2018 4:51 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81640 NRR

Hello,

Please find attached NRR for 81640. Please proceed with NRR process.

Thank you,

***Alison Wensink, Executive Administrative Coordinator***

*Deputy Minister's Office | Office of the Premier*

*Room 272 - West Annex, Parliament Buildings*

*Victoria BC V8W 9E1*

*Phone: (250) 387-2987*

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 16, 2018 9:10 AM  
**To:** Rochon, Jake PREM:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82565 Records Due April 20, 2018

Hi Jake,

Please provide to IAO.

Thank you,  
Jackie

---

**From:** Rochon, Jake PREM:EX  
**Sent:** Monday, April 16, 2018 9:08 AM  
**To:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82565 Records Due April 20, 2018

Here it is! I'll send it once you approve. The only action our office took was sharing w/ AGRI as an FYI.

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 16, 2018 9:02 AM  
**To:** Rochon, Jake PREM:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82565 Records Due April 20, 2018

Can you provide me with the letter so I can review?

Thanks  
Jackie

---

**From:** Rochon, Jake PREM:EX  
**Sent:** Monday, April 16, 2018 8:28 AM  
**To:** Wensink, Alison PREM:EX; IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82565 Records Due April 20, 2018

Hi all! Since I don't know the content of the letter they're looking for, should I assume the letter we received on the 16<sup>th</sup> is responsive? We received one earlier that February but that was a request for a greetings message and there was also one in early January. Thanks!

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 13, 2018 11:57 AM  
**To:** Rochon, Jake PREM:EX; IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Call for Records OOP-2018-82565 Records Due April 20, 2018

I believe this should also be directed to Correspondence in case the letter was sent to the Premier's public address

Thank you,

Alison

**From:** Sanderson, Kristen [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Friday, April 6, 2018 11:34 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-82565 Records Due April 20, 2018

Hello,

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

*A copy of the letter from Harvey Andrusak, BC Wildlife Federation President, February 13, 2018 to the Premier and/or Ministry of Forests, Lands, Natural Resource Operations & Rural Development. (Date Range for Record Search: From 02/01/2018 To 02/28/2018) Date Format is MM/DD/YYYY*

Applicant Type: Interest Group  
Request also directed to: FNR  
Records Due: April 20, 2018  
Legislated Due Date: May 15, 2018  
IAO Contact: David Trudel

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

David Trudel, FOI Analyst  
Central Agency Team  
Information Access Operations



Page 117 of 196

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 13, 2018 3:10 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82678 Records Due April 24, 2018

No records.

Thanks  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 13, 2018 11:46 AM  
**To:** Aaron, Sage PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX; Farmer, Leila PREM:EX; Shortt, Amanda PREM:EX; Cavanagh, Judy PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Call for Records OOP-2018-82678 Records Due April 24, 2018

Hello,

Please see the second round of the below request, (please notice the new date range), and please let me know by April 24<sup>th</sup> whether or not you have any records:

**Canvassed: All staff**

---

*Regarding any meetings or proposed meetings for the NDP and Green Party consultation committee: A copy of all agendas and minutes - draft and final, briefing notes, internal and external correspondence regarding the meetings, presentation materials, handwritten notes and post-meeting report summaries held by the Premier's office staff and any staff from the BC Green Party caucus, as referenced here: <http://www.timescolonist.com/news/local/b-c-s-grandexperiment-playing-out-at-legislature-1.22775182>*

---

*(Date Range for Record Search: From 09/01/2017 To 09/30/2017) Date Format is MM/DD/YYYY*

---

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 13, 2018 3:08 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82611 Records Due April 23, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 13, 2018 11:50 AM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82611 Records Due April 23, 2018

Hello,

Please see the below request and please let me know by April 23<sup>rd</sup> whether or not you have any records:

**Canvassed: All staff**

---

*Regarding the 2018 Juno Awards (all events): All correspondence and reports (including allotment forms, request forms, order forms and invoices) for tickets and suites for any event; A breakdown of all government staff, government MLAs, and third party individuals/groups that received tickets from the provincial government for any events, and the cost associated with each of those tickets.*

---

*(Date Range for Record Search: **From 07/18/2017 To 04/05/2018**) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 13, 2018 2:59 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82221 Due April 9, 2018

Thank you, Neal.

Please proceed with the NRR process.

Thanks-  
Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Friday, April 13, 2018 2:33 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82221 Due April 9, 2018

Hi Jackie et al.,

FIN has indicated that they will be responding NRR and will therefore not accept this transfer.

TAC has also not yet located any responsive records, so while I haven't formally asked, I would not expect them to accept a transfer request either at this time.

If OOP does not hold any records responsive to this request then issuing a NRR would be the appropriate course of action.

Cheers,

**Neal Yonson** | FOI Specialist  
Central Team, Information Access Operations  
[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

---

**From:** Shortt, Amanda PREM:EX  
**Sent:** Tuesday, April 10, 2018 1:11 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Yonson, Neal CITZ:EX; Wensink, Alison PREM:EX; Hendry, Jackie PREM:EX  
**Subject:** FW: Call for Records OOP-2018-82221 Due April 9, 2018

Hello,

Office of the Premier would like to fully transfer this request to the Ministry of Finance.

Thanks,

-Amanda

**From:** Yonson, Neal [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, March 22, 2018 3:28 PM  
**To:** Hendry, Jackie PREM:EX; IGRS FOI IGRS:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-82221 Due April 9, 2018

Hello,

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

*The cost-benefit analysis of the 2026 FIFA World Cup bid and the report that led to British Columbia's decision. Date Format is MM/DD/YYYY*

Applicant Type: Media  
Cross Government Number: N/A  
Request also directed to: FIN, TAC  
Records Due: April 9, 2018  
Legislated Due Date: May 3, 2018  
IAO Contact: Neal Yonson

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

Neal Yonson, FOI Specialist



**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, April 13, 2018 10:25 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** Accepted: FOI

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 4:49 PM  
**To:** MacKenzie, Nina CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation MOE-2018-80853 Due: April 5, 2018  
**Attachments:** Documents for Consultation - MOE-2018-80853.pdf

Hello Nina,

There are no concerns with the disclosure of the emails authored by Office of the Premier staff.

Thank you,  
Jackie

**From:** MacKenzie, Nina CITZ:EX  
**Sent:** Wednesday, March 7, 2018 12:12 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Consultation MOE-2018-80853 Due: April 5, 2018

Hello OOP,

The Ministry of Environment received this FOI request from a media applicant:

*All records including e-mails, briefing notes, and polling - but excluding media releases or clippings - on the B.C. government response to Alberta's decision, announced February 6, 2018, to have the Alberta Gaming and Liquor Commission immediately halt the import of all wines from British Columbia. (Date Range for Record Search: From 02/05/2018 To 02/09/2018)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due April 5, 2018.

IAO may take one to two business days to apply any severing.

Your executive sign off response is due April 19, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

**1. Ministry Program Harms Assessment:**

*Please indicate which applies:*

- 1. There are no harms in these records. They can be released in full.*
- 2. There are harms in releasing all of these records. They should be withheld in their entirety.*
- 3. There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

**Program Area Approval Authority:**

*Name, Title, Program*

- 2. IAO's review of harms assessment and recommendations on release**



**Comments/Recommendations:**

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

**3. Ministry Executive approval for release**

**Comments/Recommendations:**

*Please indicate which applies:*

- 1. Approved for release with no changes.*
- 2. Approved for release with the following changes... (insert changes).*
- 3. Not approved for release and why.*

**Ministry Executive (Delegated Signoff):**

*Name, Title*

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the Open Information and Open Data Policy. Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant
  - with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
  - the age of the record;
  - whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Nina MacKenzie, FOI Analyst  
Resource Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 4:26 PM  
**To:** Banister, Lori FIN:EX  
**Subject:** RE: Lucy Watson - dates of work

For sure.

---

**From:** Banister, Lori FIN:EX  
**Sent:** Thursday, April 12, 2018 4:25 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Lucy Watson - dates of work

Thank you. s.22  
talk? Lori

Would you have a ½ hour on Monday to

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 3:55 PM  
**To:** Banister, Lori FIN:EX  
**Subject:** RE: Lucy Watson - dates of work

Hi Lori – Sorry for the delay in responding.

s.22

J

---

**From:** Banister, Lori FIN:EX  
**Sent:** Thursday, April 12, 2018 1:48 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FW: Lucy Watson - dates of work

Hi Jackie, s.22 – do you know if there are any records to confirm Lucy Watson's dates of work in Victoria during July 2017? Thanks, L

---

**From:** Banister, Lori FIN:EX  
**Sent:** Wednesday, April 11, 2018 9:15 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Lucy Watson - dates of work

Hi Jackie, I've sorted through some new expense claim info on Lucy Watson's Transition Team contract and am wondering if there is a record (a calendar perhaps) which would help confirm Lucy's dates of work/meeting in Victoria during July 2017? In particular, I'm looking at:

- Thursday, July 6 2017; and
- The period running July 10 – 21, 2017

Happy to talk if you would like. Lori

**Lori Banister**

Procurement Specialist, CFFS

B.C. Ministry of Finance

778 698 3049

[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 3:42 PM  
**To:** Barbon, Tyler CITZ:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

Hi Tyler,

I have reviewed this once again with the Deputy Minister and did share with him the article you have referenced below. The DM is still requesting that a consult occur with Kinder Morgan to seek their views concerning disclosure of this letter.

Thank you,  
Jackie

---

**From:** Barbon, Tyler CITZ:EX  
**Sent:** Monday, April 9, 2018 5:11 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

Hi Jackie,

Any news on this one?

Thanks,  
-Tyler

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, March 22, 2018 8:50 AM  
**To:** Barbon, Tyler CITZ:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

Oh good. I'd like to review this again with the Deputy Minister. I am meeting with him again on Tuesday afternoon. I'll connect with you again after my meeting.

---

**From:** Barbon, Tyler CITZ:EX  
**Sent:** Thursday, March 22, 2018 8:49 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

I just extended it yesterday to May 14, 2018.

Thanks,  
-Tyler

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, March 22, 2018 8:48 AM

**To:** Barbon, Tyler CITZ:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

Thanks, Tyler. When is the due date for this request?

---

**From:** Barbon, Tyler CITZ:EX  
**Sent:** Wednesday, March 21, 2018 5:23 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

Hi Jackie,

I can't seem to find proper, but it is referenced in this story from Reuters last month:  
<https://ca.reuters.com/article/businessNews/idCAKBN1FS35F-OCABS>

Thanks,  
-Tyler

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, March 21, 2018 4:35 PM  
**To:** Barbon, Tyler CITZ:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

Hi Tyler  
Is the letter on line? Or do you have anything to show that the letter was shared with the media?

---

**From:** Barbon, Tyler CITZ:EX  
**Sent:** Wednesday, March 21, 2018 1:44 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Consultation EMP-2018-80998 Due: March 15, 2018

Hi Jackie,

s.13

Thanks,

Tyler Barbon | Senior FOI Analyst | Information Access Operations | Ministry of Citizen Services  
ph: 778 698 2328 | e: [tyler.barbon@gov.bc.ca](mailto:tyler.barbon@gov.bc.ca) | m: PO Box 9569, STN PROV GOVT Victoria BC V8W 9K1

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Friday, March 16, 2018 3:10 PM  
**To:** Barbon, Tyler CITZ:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** FW: Consultation EMP-2018-80998 Due: March 15, 2018

Hello,

As per our conversation just now. I have reviewed the attached letter with the Deputy Minister to the Premier who is requesting that Kinder Morgan also be consulted on regarding the disclosure of this letter. If they are fine with the full disclosure of the letter, then Office of the Premier has no issues with the release.

Please advise after seeking views from Kinder Morgan.

Thank you,

Jackie Hendry  
Director, Executive Operations  
Office of the Deputy Minister to the Premier  
Desk: 250.387.5894  
Cell: 250.893.7467

**From:** Barbon, Tyler CITZ:EX  
**Sent:** Tuesday, February 27, 2018 10:14 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Consultation EMP-2018-80998 Due: March 15, 2018

Hello OOP,

EMP received this FOI request from an Individual:

*All documents, including memos, briefing notes, backgrounders, e-mails, texts, instant messages, media lines, etc., regarding the proposal, planning, rollout and fallout of the government's Kinder Morgan Trans Mountain pipeline announcement on January 30, 2018, in reference to restrictions on the increase of diluted bitumen transportation. (Date Range for Record Search: From 01/01/2018 To 02/13/2018)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due March 7, 2018.

IAO may take one to two business days to apply any severing.

Your executive sign off response is due March 15, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

**1. Ministry Program Harms Assessment:**

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:

*Name, Title, Program*

---

**2. IAO's review of harms assessment and recommendations on release**

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

**3. Ministry Executive approval for release**

**Comments/Recommendations:**

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

**Ministry Executive (Delegated Signoff):**

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

**Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

**Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Tyler Barbon, Senior FOI Analyst  
Resource Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 3:08 PM  
**To:** LP PO Correspondence Branch; LP PO Deputy Minister; LP PO Executive Office  
**Cc:** Barlow, Richard O FIN:EX; Dewar, Pia FIN:EX  
**Subject:** Information Security & Privacy - information for staff

This email introduces our information security and privacy team, and requests your help with the following priority areas:

1. **Delete Suspicious Emails:** Be cautious when you receive suspicious emails. They may contain virus attachments or links. Suspicious emails may look legitimate, or even appear to come from people you know. Contact Premiers' Offices Technology Support [Prem.tech@gov.bc.ca] immediately if you think you have opened a virus email attachment or link.
2. **Report Privacy Incidents:** A privacy incident is where personal information is incorrectly or accidentally disclosed to the wrong people. If you suspect or know that an incident has occurred, notify your supervisor immediately and call 250 387-7000, choosing option 3. The Privacy Investigations team will be in touch within 2 hours.
3. **Review Government's Appropriate Use Policy:** Read the [Appropriate Use Policy](#). This policy outlines appropriate use of government computers, and lists activities to avoid, and in so doing, keeps government computing assets, and information secure. If you have any questions about the policy contact our information security and privacy team (see below for contact information).
4. **Plan to Complete IM 117 Privacy Training:** All government employees must complete [IM 117: Protection of Privacy, Access to Information, Records Management](#). We receive group training, and are creating a list for the next group session. If you haven't attended this training, please let me know.

Please contact your information security and privacy team: [Richard.barlow@gov.bc.ca](mailto:Richard.barlow@gov.bc.ca) and [Pia.Dewar@gov.bc.ca](mailto:Pia.Dewar@gov.bc.ca) if you have any information security and privacy questions.

Thank you,

Jackie Hendry  
Director, Executive Operations  
Office of the Deputy Minister to the Premier  
Desk: 250.387.5894  
Cell: 250.893.7467



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 1:31 PM  
**To:** Barlow, Richard O FIN:EX  
**Cc:** Dewar, Pia FIN:EX  
**Subject:** RE: Follow-up: Email to provide Information Security & Privacy information to employees

Hi Richard,

I have reviewed with Don and he is fine with sending this email out to staff. Is this usually sent from you or one of your team, or would you prefer I send?

Thank you, and apologies for the delay.

Jackie

---

**From:** Barlow, Richard O FIN:EX  
**Sent:** Monday, April 9, 2018 10:43 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Dewar, Pia FIN:EX  
**Subject:** Follow-up: Email to provide Information Security & Privacy information to employees

Hi Jackie, checking in on this.

-----  
Two parts:

1. As promised, below is an email for your office to send to employees. This will bring everyone up to speed, and help inform on these particular items. If possible please copy Pia and I on this.
2. We will monitor for new employee arrivals, and send a similar email.

We will follow-up with Cabinet Operations and Intergovernmental Relations Secretariat with a similar offer.

How does this sound?

-----

This email introduces our information security and privacy team, and requests your help with the following priority areas:

1. **Delete Suspicious Emails:** Be cautious when you receive suspicious emails. They may contain virus attachments or links. Suspicious emails may look legitimate, or even appear to come from people you know. Contact Premiers' Offices Technology Support [Prem.tech@gov.bc.ca] immediately if you think you have opened a virus email attachment or link.
2. **Report Privacy Incidents:** A privacy incident is where personal information is incorrectly or accidentally disclosed to the wrong people. If you suspect or know that an incident has occurred, notify your supervisor immediately and call 250 387-7000, choosing option 3. The Privacy Investigations team will be in touch within 2 hours.
3. **Review Government's Appropriate Use Policy:** Read the [Appropriate Use Policy](#). This policy outlines appropriate use of government computers, and lists activities to avoid, and in so doing, keeps government

computing assets, and information secure. If you have any questions about the policy contact our information security and privacy team (see below for contact information).

4. **Plan to Complete IM 117 Privacy Training:** All government employees complete IM 117: Protection of Privacy, Access to Information, Records Management. We receive group training, and are creating a list for the next group session. If you haven't attended this training, please let me know.

Please contact your information security and privacy team: [Richard.barlow@gov.bc.ca](mailto:Richard.barlow@gov.bc.ca) and [Pia.Dewar@gov.bc.ca](mailto:Pia.Dewar@gov.bc.ca) if you have any information security and privacy questions.

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 1:29 PM  
**To:** Parte, Maura PSA:EX  
**Subject:** RE: Question

Thanks so much.

---

**From:** Parte, Maura PSA:EX  
**Sent:** Thursday, April 12, 2018 12:46 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Question

Hi Jackie,

All parliamentary secretaries, with the exception of Mitzi Dean, attended the session last December.

The session next Wednesday was organized for Mitzi but has since grown to include the rest of the PS group and staff. Many feel they need additional training and have questions that have arisen from their experience in the last few months.

Maura

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 12:05 PM  
**To:** Parte, Maura PSA:EX  
**Subject:** Question  
**Importance:** High

Hi Maura,

We have an urgent ask for confirmation of which parliamentary secretaries have/have not received training. Are you able to tell me who attended on December 6th and which are scheduled for next Wednesday?

Thanks so much!

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 1:29 PM  
**To:** Begley, Rhianna CITZ:EX  
**Subject:** FW: Question

Hi Rhianna – here is the answer from Maura.

---

**From:** Parte, Maura PSA:EX  
**Sent:** Thursday, April 12, 2018 12:46 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Question

Hi Jackie,

All parliamentary secretaries, with the exception of Mitzi Dean, attended the session last December.

The session next Wednesday was organized for Mitzi but has since grown to include the rest of the PS group and staff. Many feel they need additional training and have questions that have arisen from their experience in the last few months.

Maura

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 12:05 PM  
**To:** Parte, Maura PSA:EX  
**Subject:** Question  
**Importance:** High

Hi Maura,

We have an urgent ask for confirmation of which parliamentary secretaries have/have not received training. Are you able to tell me who attended on December 6th and which are scheduled for next Wednesday?

Thanks so much!

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 11:43 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81561 Records Due March 27, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, March 22, 2018 1:20 PM  
**To:** LP PO Executive Office; Bain, Don PREM:EX; Cavanagh, Judy PREM:EX; Kingston, Charlotte PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX; Szabo, Maria PREM:EX; Viaud, Chantille PREM:EX; Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Farmer, Leila PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX  
**Subject:** Call for Records OOP-2018-81561 Records Due March 27, 2018

Hello,

Please let me know by March 27<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Staff**

---

*All Correspondence, emails, text messages, slack, whatsapp, Signal, briefing notes and memoranda exchanged between any of the following: BC Hydro, the Premier's Office, Energy & Mines – the Minister's and Deputy Minister's office and/or Finance – the Minister's and Deputy Minister's office, regarding the following mentioned in 2018EMPR0004-000311: In addition, starting in May, BC Hydro residential customers who find themselves in an emergency – such as loss of employment, unanticipated medical expenses or pending eviction for example – will be eligible for a grant toward their outstanding BC Hydro bill. The grant is up to \$600 and does not need to be repaid.*

---

*(Date Range for Record Search: From 02/15/2018 To 03/01/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 11:41 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81717 Records Due April 2, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, March 27, 2018 3:58 PM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; Wong, Tamarra PREM:EX; Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Farmer, Leila PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX; Bain, Don PREM:EX; Cavanagh, Judy PREM:EX; Kingston, Charlotte PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX; Szabo, Maria PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** Call for Records OOP-2018-81717 Records Due April 2, 2018

Hello,

Please see the next round of the below request (**please note the new date range**) and please let me know by April 2<sup>nd</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Staff**

---

*All communication between Adam Olsen and the Premier or his staff.*

***(Date Range for Record Search: From 09/01/2017 To 02/28/2018) Date Format is MM/DD/YYYY***

---

**UPDATE:** It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 10:28 AM  
**To:** MacKenzie, Nina CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Consultation MOE-2017-74424 Due: April 19, 2018  
**Attachments:** Documents for Consultation - MOE-2017-74424.pdf

Hi Nina,

There are no emails authored by Office of the Premier staff on the attached records. Caelie Frampton is the Ministerial Assistant for the Minister of Environment and Climate Strategy. Right after the swearing in, PREM email accounts were set up for most Minister office staff as some of the new Ministry acronyms had not been set up yet.

Thanks  
Jackie

**From:** MacKenzie, Nina CITZ:EX  
**Sent:** Thursday, April 12, 2018 9:41 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Consultation MOE-2017-74424 Due: April 19, 2018

Hello OOP,

The Ministry of Environment received this FOI request from a Researcher:  
*All communications at the ADM level and above regarding the proposal for a national park in South Okanagan, including any communications with the federal government. (Date Range for Record Search: From 07/18/2017 To 12/18/2017)*

They identified the attached document(s) as responsive records and wish to get your views on disclosure. If you need help determining harms, please see the attached harms assessment or contact me directly.

Your program area's response is due April 19, 2018.

If you are not able to respond by this date, we are required to continue processing this file without your recommendations.

---

### 1. Ministry Program Harms Assessment:

*Please indicate which applies:*

1. *There are no harms in these records. They can be released in full.*
2. *There are harms in releasing all of these records. They should be withheld in their entirety.*
3. *There are harms in portions of the records. Please give details so that IAO can apply the appropriate sections of FOIPPA. Please feel free to write directly on the attached records and send back to IAO. If you are unsure of why it is harmful please call the IAO to discuss the appropriate severing.*

Program Area Approval Authority:  
*Name, Title, Program*

---

### 2. IAO's review of harms assessment and recommendations on release

Comments/Recommendations:

*IAO will assess the program area's harms and recommend full release, withhold in its entirety or partial release.*

---

### 3. Ministry Executive approval for release

Comments/Recommendations:

*Please indicate which applies:*

1. *Approved for release with no changes.*
2. *Approved for release with the following changes... (insert changes).*
3. *Not approved for release and why.*

Ministry Executive (Delegated Signoff):

*Name, Title*

---

Note that all general FOI request records that are released to an applicant should be published on the Open Information website unless the exemption criteria apply. The exemption criteria can be found on page 11 of the [Open Information and Open Data Policy](#). Consultations from outside provincial public bodies are not published on the Open Information website.

#### **Exercise of Discretion:**

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) contains both mandatory and discretionary exceptions to disclosure. Sections 13 to 20 are the discretionary exceptions. Where Information Access Operations (IAO) has advised the head that a discretionary exception may apply, it is important that the head consider the possibility of releasing the information despite the fact that an exception may apply.

#### **Factors relevant to the exercise of discretion include:**

- the general purposes of the legislation: public bodies should make information available to the public; individuals should have access to personal information about themselves;
- the wording of the discretionary exception and the interests which the section attempts to balance;
- whether the individual's request could be satisfied by severing the record and by providing the applicant with as much information as is reasonably practicable;
- the historical practice of the public body with respect to the release of similar types of documents;
- the nature of the record and the extent to which the document is significant and/or sensitive to the public body;
- whether the disclosure of the information will increase public confidence in the operation of the public body;
- the age of the record;
- whether there is a sympathetic or compelling need to release materials;
- whether previous orders of the Commissioner have ruled that similar types of records or information should or should not be subject to disclosure; and
- when the policy advice exception is claimed, whether the decision to which the advice or recommendations relates has already been made.

Thank you,

Nina MacKenzie, FOI Analyst  
Resource Team  
Information Access Operations



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 9:06 AM  
**To:** IAO CentralTeam CITZ:EX; King, Peggy CITZ:EX  
**Cc:** Rochon, Jake PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: OOP-2018-81444 records from Correspondence?  
**Attachments:** RE: Call for Records OOP-2018-81444 Records Due March 16, 2018

Hi Peggy – as per the email attached, we are not searching correspondence.

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Thursday, April 12, 2018 8:54 AM  
**To:** Rochon, Jake PREM:EX; Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81444 records from Correspondence?

Hi Jake and Jackie,

It looks like Correspondence was canvassed for OOP-2018-81444 (*All records, including e-mails, briefing notes, issue notes, and reports on Anbang Insurance's purchase, in 2017, of Retirement Concepts of British Columbia – exclude media summaries, clippings or releases.*). Just confirming this would be NRR from Correspondence?

Thanks,

**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 9:05 AM  
**To:** Rochon, Jake PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81444 records from Correspondence?

Yes, the applicant agreed that public correspondence is not responsive. I'll get back to Peggy.

Thanks –  
Jackie

---

**From:** Rochon, Jake PREM:EX  
**Sent:** Thursday, April 12, 2018 8:56 AM  
**To:** IAO CentralTeam CITZ:EX; Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81444 records from Correspondence?

Hi! I counted it as 'withdrawn' due to our attached email exchange. I can do a quick check if you'd like?

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Thursday, April 12, 2018 8:54 AM  
**To:** Rochon, Jake PREM:EX; Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81444 records from Correspondence?

Hi Jake and Jackie,

It looks like Correspondence was canvassed for OOP-2018-81444 (*All records, including e-mails, briefing notes, issue notes, and reports on Anbang Insurance's purchase, in 2017, of Retirement Concepts of British Columbia – exclude media summaries, clippings or releases.*). Just confirming this would be NRR from Correspondence?

Thanks,

**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Thursday, April 12, 2018 8:58 AM  
**To:** CITZ OPEN INFOGROUP CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: RESPONSE REQUIRED: Proactive Disclosure - Request for Calendar Records - March 2018  
**Attachments:** March 2018.pdf

Premier's calendar for March, 2018.

Thank you,  
Jackie

---

**From:** CITZ OPEN INFOGROUP CITZ:EX  
**Sent:** Tuesday, April 3, 2018 10:01 AM  
**To:** CITZ OI CALENDAR CFR  
**Cc:** CITZ OPEN INFOGROUP CITZ:EX  
**Subject:** RESPONSE REQUIRED: Proactive Disclosure - Request for Calendar Records - March 2018  
**Importance:** High

Regarding Ministerial Directive 02-2016: **DISCLOSURE OF MINISTERS' AND DEPUTY MINISTERS' CALENDARS**

**Please send your ministers', deputy ministers' and associate deputy ministers' calendar(s) for the month of March 2018**

**Please send the calendar(s) and harms assessment information by reply email or to the CITZ OPEN INFOGROUP ([Open.InfoGroup@gov.bc.ca](mailto:Open.InfoGroup@gov.bc.ca)) by April 10<sup>th</sup>, 2018**

**Please also provide the name or email address of who the approver(s) will be for each calendar you submit**

### **What You Need to Do?**

1. **Create a PDF of the calendar records**
2. **Conduct a harms assessment and provide those details**

*\*Detailed instructions are below*

Reminder: Calendars must be provided to IAO not later than 10 calendar days after the end of the month.

### **What Happens Next?**

Upon receipt of the calendar(s), the Open Information analysts will review the records and remove any information that requires redaction. The analysts may contact you if they have any questions about possible harms associated with the records. The records will then be sent for review and approval by your ministry approver.

### **Distribution Lists:**

We look forward to working with you and hope that we've captured the right people on our distribution list. If any names need to be added or deleted, please let us know.

If you have any questions or concerns, please contact any member of the Open Information team directly or through reply to this email address.

Many thanks,  
IAO Open Information Team

Ryan Schumm  
Dean Chan  
Neil Frelick  
Matthew Prodan, A/Manager

Link to [Open Information](#)

## DETAILED INSTRUCTIONS AND REDACTION INFORMATION

### 1. Produce a PDF of the calendar records

- Open the calendar you want to print\*
- Select File
- Select Print
- Select Print Options
- Select 'Adobe PDF' as your printer. If this is not available, print the calendar, scan and email the PDF
- Select 'Calendar Detail Style' from the Print Style options
- Select the date range (In the Print Range fields)
- Check the box for 'Hide details of private appointments'
- Select Print
- Save resulting PDF

*\* For minister's calendars, produce only the minister's calendar; Specific MLA or constituency-related duties need not be included.*

### 2. Conduct a harms assessment and provide those details

- Prepare and attach one clean copy of the records (no marks, hand written notes, sticky notes or highlighting);
- Prepare and attach one marked copy of the records where any harms are indicated:
- Indicate any personal information contained within any entries not marked Private
- Mark any Cabinet or Treasury Board entries. IAO needs to know if the entry pertains to an item that was prepared for cabinet/treasury board and if it ever went, or will go, to Cabinet or Treasury Board.
- Identify any legal advice or entries that might reveal solicitor-client privilege
- Other

### 3. Redaction Details:

While the calendars are not being redacted under FOIPPA, any redactions must reflect exceptions permitted under FOIPPA. In addition, entries previously considered "not responsive" (e.g. reservation numbers, teleconference information), based on agreement with an FOI applicant, will no longer be deemed not responsive. Instead, any information that would attract an exception permitted under FOIPPA will be redacted with any other information being removed. The below verbiage will be used where information is removed:

Severing Verbiage	FOIPPA Section
Cabinet Confidences	12
Advice/Recommendations	13

Legal Communications	14
Security Concern	15
Intergovernmental Communications	16
Government Financial Information	17
Personal Security	19
Business Information	21
Personal Information	22

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:41 PM  
**To:** IAO CentralTeam CITZ:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81444 Records

Hi Peggy,

Please consult with GCPE on these records and take the extension.

Thank you,  
Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, April 11, 2018 4:37 PM  
**To:** Wensink, Alison PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81444 Records

Hey Alison,

s.13

s.13

date is this coming Monday, April 16.

The legislated due

Peggy

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:01 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81444 Records

s.13

Thanks,

Alison

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 11, 2018 3:55 PM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81444 Records

Hello,

Please find attached CFR and records for 81444.

Thank you,

***Alison Wensink, Executive Administrative Coordinator***

*Deputy Minister's Office | Office of the Premier*

*Room 272 - West Annex, Parliament Buildings*

*Victoria BC V8W 9E1*

*Phone: (250) 387-2987*

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:29 PM  
**To:** Yonson, Neal CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: NRR approval - OOP-2018-81865

Hello Neal,

Records were actually located through correspondence branch. They are sending them right away. Apologies for the confusion.

Thank you,  
Jackie

**From:** Trudel, David [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Thursday, March 29, 2018 2:46 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** NRR approval - OOP-2018-81865

Hi Jackie,

In regards to request OOP-2018-81865, the following areas were canvassed and no responsive records were located: Exec/DMO

**Request wording:** *All communication between Alexandra Morton and the Premier. (Date Range for Record Search: From 06/30/2017 To 03/14/2018)*  
**Requester type:** Political Party  
**Legislated due date:** April 27, 2018  
**Request also directed to:**

Would you like to see a formal approval package or may we proceed with the no responsive records response to the applicant?

Additionally, please let me know if you would like any explanatory wording included in our response.

David Trudel, FOI Analyst  
Central Agency Team  
Information Access Operations



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 3:55 PM  
**To:** Henry, David A FIN:EX  
**Subject:** RE: Your IDIR password will expire in 6 days

10:00 works for me. Thanks

---

**From:** Henry, David A FIN:EX  
**Sent:** Wednesday, April 11, 2018 3:48 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Your IDIR password will expire in 6 days

Hi Jackie, can I come by tomorrow am to look at this? 930am or 10am work?

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 9:03 AM  
**To:** Henry, David A FIN:EX <[David.Henry@gov.bc.ca](mailto:David.Henry@gov.bc.ca)>  
**Subject:** RE: Your IDIR password will expire in 6 days

Thanks David.

Also, I have the Exec LAN on the surface pro, but I still don't seem to have the DMO LAN. There are two that I have that I am not able to access:

- [\(\\SFP.idir.bcgov\S168](#)
- [\(\\SFP.idir.bcgov\S168](#)

Not urgent, but when you have a moment.

Thanks  
Jackie

---

**From:** Henry, David A FIN:EX  
**Sent:** Tuesday, April 10, 2018 8:46 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: Your IDIR password will expire in 6 days

Hi Jackie,

If you have in the office, connect to BCNGN and login with new password.

If at home:

Connect with VPN **FIRST** -> then login with new password. After doing that once, the password should be updated to the NEW password.

You won't need to connect VPN (unless you want to)..

Give me a call if you have any issues..

David

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 8:37 AM  
**To:** Henry, David A FIN:EX <David.Henry@gov.bc.ca>  
**Subject:** RE: Your IDIR password will expire in 6 days

Good morning, David. I have changed my password... is there anything I need to do for the surface pro?

---

**From:** Henry, David A FIN:EX  
**Sent:** Tuesday, April 10, 2018 7:24 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** PREM Tech  
**Subject:** RE: Your IDIR password will expire in 6 days

Good morning Jackie,

A reminder that your IDIR password will soon expire. We are letting you know to ensure that you do not get locked out on the iPad/iPhone/Android/Blackberry and PC.

If logged on to a standard workstation on the BC Government network (or VPN), please change password through the usual process:

- Tap **Ctrl, Alt** and the **Delete key (Del)**. Select: **Change a Password**. Put in current password. Then new password twice and tap the arrow.
- If using a device other than a standard workstation (i.e. home PC), go to <https://www.pwchange.gov.bc.ca/> to change your IDIR password.

Now updated, you will need to change it on your mobile devices: (iPhone/iPad/Android/Blackberry). There are normally a few locations the IDIR password needs to be changed:

- **AIRWATCH ActiveSync (iPhone/iPad/Android/Blackberry):** this is for email/calendar/contacts/tasks. **See below.**
- **WiFi (iPhone/iPad/Android/Blackberry):** if connected to Government WiFi (BCNGN). **See below.**
- **Microsoft Lync (Skype for Business - iPhone/Android):** if used

If any issues or questions please Contact:


**Tech Support:**  
**TEL #: 250-953-5151**  
**Email: [prem.tech@gov.bc.ca](mailto:prem.tech@gov.bc.ca)**

\*\*\*\*\*

## Updating IDIR Password on iPad/iPhone



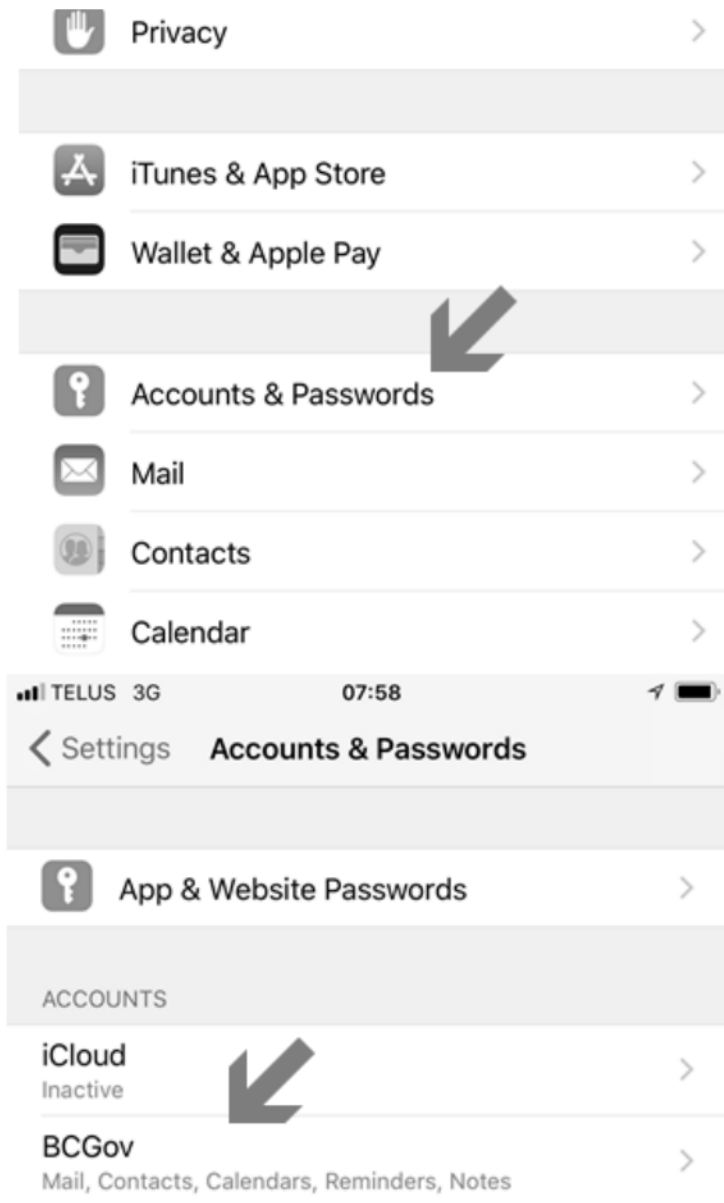
1. On the iPad/iPhone Screen, Tap **Settings**

2. Tap on Wi-Fi on the Top Left. If you are inside a Government building, look to see if BCNGN is ticked. Tap on it and it should prompt you for a Username and Password. Enter with new IDIR password.
3. You should now have the active fan for WiFi in the top left corner of the iPad.  Now go to **Step 5.**
4. If the Wireless does **not** prompt you for a Username and/or Password then you will need to Forget Network and reconnect.



Tap on the **Blue i in the circle**. Choose “Forget Network” at the top. Close the window and then tap on the BCNGN to reconnect entering: **IDIR\username** and Password. If BCNGN is not available, then go to **step 5.**

5. In **Settings** tap **Accounts & Passwords** then tap on your government account under **Accounts** -> (*i.e. Exchange ActiveSync*) **THEN** tap on your email address.



Update your password and tap on **Done**.

Cancel Account Done

Email David.Henry@gov.bc.ca

Server SUMMER.GOV.BC.CA

Domain IDIR

Username DAHENRY

Password ●●●●●●●●

Description Exchange ActiveSync

Tap Home button to exit.

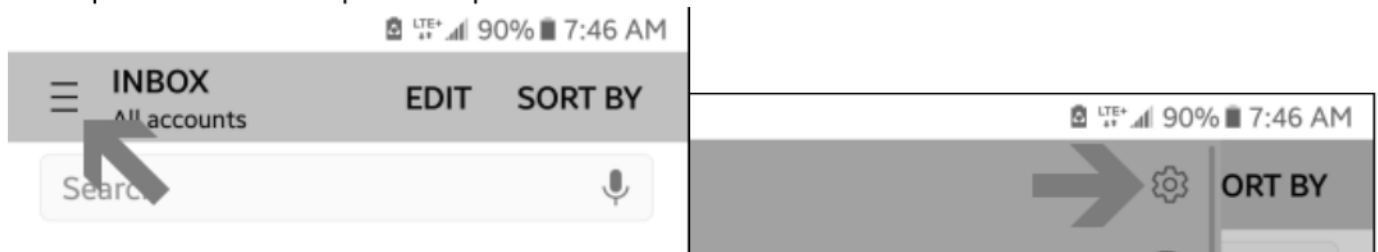
\*\*\*

\*\*\*\*\*

## Updating IDIR Password on Android

**\*\* Information may be different depending on your Android device\*\***

1. Go to your government email.
2. Tap 3 lines on LEFT top. Then tap on Gear.



3. Tap on your government email account (i.e. BC Gov Exchange or 2<sup>nd</sup> mailbox etc.)
4. Scroll down to **Exchange Server Settings**.
5. Type in new password. Tap **DONE**
6. Go back to your email view and do a sync.

\*\*\*\*\*

## Updating IDIR Password on BlackBerry 10

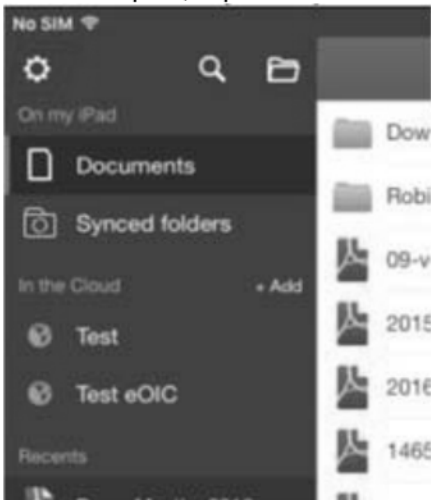
1. Swipe down from the top of the screen and choose '**Settings**'.
2. Select '**Accounts**'.
3. Select your '**Government**' account.
4. Type your new password in the '**Update Password**' field.

\*\*\*\*\*

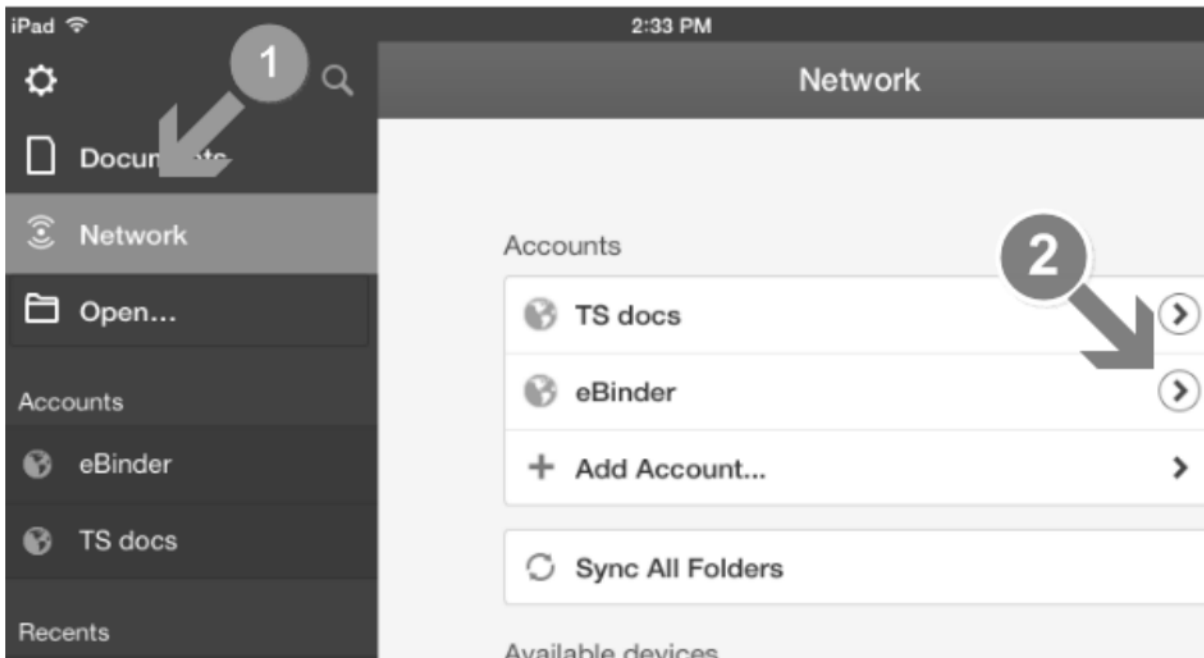
## UPDATE password in PDF Expert

There may be one or more locations IDIR password needs resetting in PDF Expert – if used. See below on how to make this change.

In PDF Expert, tap on "**GEAR**" in the top Left.



1. Then tap on NETWORK on left side. Tap on the Arrow/circle to right of the documents library.



2. Tap on the **little arrow** to right of **the account name** account. (i.e. eBinder or eOIC)
3. Change the password to your new IDIR password.
4. Then, tap on the **“Save”** button in top right.
5. Do this for each entry under accounts.

**\*\* NEVER go to your folders or files under 'In the Cloud' OR 'Documents or syncing will not work! \*\***

**\*\* Tap *Synced folders* in top left and sync/access your files and folders there \*\***

\*\*\*\*\*

## **iPad/iPhone TIPS**

If you are have an Exchange Password pop-up that you can't get out of see below to close all the apps. Then Hold down power button at top of iPad for 5 seconds until the prompt to Power Off appears. Power off wait for a few seconds and press and hold on-off button again to restart. On your iPad tap the Home button 2 times quickly to show all the running applications. Then swipe up from bottom of app screen to close each app.

**From:** NoReply@gov.bc.ca [mailto:[NoReply@gov.bc.ca](mailto:NoReply@gov.bc.ca)]  
**Sent:** Tuesday, April 10, 2018 5:02 AM  
**To:** Hendry, Jackie PREM:EX <[Jackie.Hendry@gov.bc.ca](mailto:Jackie.Hendry@gov.bc.ca)>  
**Cc:** PREM Tech <[PREM.Tech@gov.bc.ca](mailto:PREM.Tech@gov.bc.ca)>  
**Subject:** Your IDIR password will expire in 6 days

Your IDIR password will expire in 6 days.

If you are logged on to a standard workstation, please change your password through the usual process.

If you are using a device other than a standard workstation, click [here](#) to change your password.

For additional password information, click [here](#).

\*\*\* This notification is generated automatically - please do not reply \*\*\*



**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 3:16 PM  
**To:** Wright, Don J. PREM:EX  
**Subject:** Accepted: MEETING: Don and Jackie - FOI

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 2:07 PM  
**To:** IGRS FOI IGRS:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Sign Off OOP-2018-81862  
**Attachments:** G - Sign Form.docx; G - Response - Full Disclosure OOP-2018-81862.docx; Redline OOP-2018-81862.pdf

Just confirming if this is still with you for Pierrette's sign off?

**From:** Yonson, Neal [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Friday, April 6, 2018 8:52 AM  
**To:** IGRS FOI IGRS:EX; Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Sign Off OOP-2018-81862

Please see attached sign off package for public body approval.

Sign off due: April 20, 2018

Legislated due date of file: April 25, 2018

Thank you,

Neal Yonson, on behalf of,

David Trudel, FOI Analyst  
Information Access Operations

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 1:31 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** FW: Caroline Mitic Graphic Design - new Supplier No. FW: Supplier Request - APPROVED s.22

---

**From:** Banister, Lori FIN:EX  
**Sent:** Thursday, March 29, 2018 4:26 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** Caroline Mitic Graphic Design - new Supplier No. FW: Supplier Request - APPROVED s.22

Hi Jackie,

The new Supplier No. for **Caroline Mitic Graphic Design** at her<sup>s.22</sup> address has been issued: s.22

**Take it easy and enjoy your long weekend!**

Lori

**Lori Banister**  
Procurement Specialist, CFFS  
B.C. Ministry of Finance  
778 698 3049  
[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)

---

**From:** Littler, Dana FIN:EX **On Behalf Of** CFFSHELP, FIN FIN:EX  
**Sent:** Thursday, March 29, 2018 4:20 PM  
**To:** Banister, Lori FIN:EX  
**Subject:** FW: Supplier Request - APPROVED s.22

They did ask for the invoice so that saved some time ☺

### Current Supplier Information

s.22

End Date

General Supplier

CAROLINE MITIC GRAPHIC DESIGN

s.22

Inactive Date

BN15

s.22

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 12:18 PM  
**To:** Wright, Don J. PREM:EX  
**Subject:** Accepted: MEETING: Don and Jackie - FOI

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 12:12 PM  
**To:** Wright, Don J. PREM:EX  
**Subject:** Accepted: MEETING: Don and Jackie - FOI

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 12:08 PM  
**To:** Kane, Meghan M CITZ:EX  
**Subject:** FW: 72448/ 73062

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, January 30, 2018 4:59 PM  
**To:** Kane, Meghan M CITZ:EX; McCowan, Dwayne CITZ:EX; Trudel, David CITZ:EX  
**Subject:** 72448/ 73062

I created a chart to show where there are some inconsistencies in the severing or where severing was missed that I have noticed. Let me know what other inconsistencies you have found.

Thanks

s.13

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 11:08 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: CFR Reminder - OOP-2018-81485 - LDD Apr 16

Hi Neal,

Still waiting to hear back from program area – will advise as soon as possible.

Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, April 11, 2018 9:55 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** CFR Reminder - OOP-2018-81485 - LDD Apr 16

Hi Jackie,

Hoping to check in on one of David's files, seeking: *A copy of any revised or added content in the binder used by the Premier in Question Period. (Date Range for Record Search: From 12/15/2017 To 03/01/2018)*

The LDD is in three days – do you know if there are likely to be records for this or if it's likely to be NRR?

Thanks,  
Neal Yonson | FOI Specialist  
Central Team, Information Access Operations  
[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378



**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 10:03 AM  
**To:** Yonson, Neal CITZ:EX  
**Subject:** 81662  
**Attachments:** Redline OOP-2018-81662-additional severing.pdf

Hi Neal –  
s.13

Thanks-  
Jackie

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 11, 2018 8:48 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-82229 clarification

Thank you, Peggy.

Jackie

---

**From:** IAO CentralTeam CITZ:EX  
**Sent:** Wednesday, April 11, 2018 8:38 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-82229 clarification

Hi Jackie,

There is no final answer in the record of decisions for XGR-2018-82201 about how to interpret the request. On March 29 the analyst responsible for the three linked natural resource sector files (ENV, FLNR, EMPR) contacted the applicant to determine exactly what is meant by "public office holders". The applicant has not yet responded and at this stage, the Resource Team is directing their client ministries to canvas the MO and the DMO for records related to any lobbying carried out by Teck.

I will coordinate with the cross-gov team today in order to send my own clarification email to the applicant which will hopefully prompt him to respond.

**Peggy King** | FOI Specialist | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778 698-2673 | **e:** [Peggy.King@gov.bc.ca](mailto:Peggy.King@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 1:37 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81979 Due April 10, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:28 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81979 Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Minister/Premier's Office and [Roseanne.Moran@leg.bc.ca](mailto:Roseanne.Moran@leg.bc.ca)*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 1:35 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82042 Due April 10, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:29 PM  
**To:** LP PO Executive Office; LP PO Deputy Minister; LP Premiers Vancouver Office  
**Subject:** Call for Records OOP-2018-82042 Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [LP003@gov.bc.ca](mailto:LP003@gov.bc.ca)*

*Date Range: 06/30/2017 - 03/12/2018 (Date Format is MM/DD/YYYY)*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 1:32 PM  
**To:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Call for Records OOP-2018-81936 Due April 10, 2018  
**Attachments:** NR

Records for 81936.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:31 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81936 Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [Lynne.Holt@gov.bc.ca](mailto:Lynne.Holt@gov.bc.ca).*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 1:25 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81997 Records Due April 10, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:34 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81997 Records Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [LP002@gov.bc.ca](mailto:LP002@gov.bc.ca)*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 12:17 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81889 Due April 9, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 3, 2018 11:09 AM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP PO Deputy Minister; LP Premiers Vancouver Office  
**Subject:** Call for Records OOP-2018-81889 Due April 9, 2018

Hello,

Please let me know by April 9<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Staff**

---

*All communication between Sonia Furstenuau and the Premier or the staff of the Premier's Office.*

*(Date Range for Record Search: From 09/01/2017 To 02/28/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 12:03 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82022 Due April 11, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 5, 2018 9:18 AM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82022 Due April 11, 2018

Hello,

Please let me know by April 11<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [Ed.May@leg.bc.ca](mailto:Ed.May@leg.bc.ca)*

*(Date Range: 06/30/2017 - 03/12/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 11:58 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81965 Due April 11, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 5, 2018 9:16 AM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81965 Due April 11, 2018

Hello,

Please let me know by April 11<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [Susan.Vasilev@leg.bc.ca](mailto:Susan.Vasilev@leg.bc.ca).*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) Date Format is MM/DD/YYYY*

---

*UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

*If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.*

*Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.*

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 11:55 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81912 Records Due April 11, 2018

No records.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 5, 2018 9:23 AM  
**To:** Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Farmer, Leila PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX  
**Subject:** Call for Records OOP-2018-81912 Records Due April 11, 2018

Hello,

Please let me know by April 11<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: Deputy Minister's Office**

---

All emails between the Deputy Minister's Office and [transition.team@gov.bc.ca](mailto:transition.team@gov.bc.ca).

(Date Range for Record Search: **From 07/18/2017 To 03/12/2018**) Date Format is MM/DD/YYYY

---

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

**Alison Wensink, Executive Administrative Coordinator**  
Deputy Minister's Office | Office of the Premier  
Room 272 - West Annex, Parliament Buildings  
Victoria BC V8W 9E1  
Phone: (250) 387-2987

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 11:44 AM  
**To:** Yonson, Neal CITZ:EX  
**Subject:** RE: Extension - OOP-2018-81262 - New LDD May 23, 2018

Not to worry! Alison and Amanda had it noted. Thanks, Neal...

---

**From:** Yonson, Neal CITZ:EX  
**Sent:** Tuesday, April 10, 2018 11:43 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FW: Extension - OOP-2018-81262 - New LDD May 23, 2018

Just noticed this was sent to the wrong Jackie in my address book – my apologies.

---

**From:** Yonson, Neal CITZ:EX  
**Sent:** Tuesday, April 10, 2018 10:09 AM  
**To:** Biggs, Jackie CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Extension - OOP-2018-81262 - New LDD May 23, 2018

Hi Jackie,

Took a 10(1)(a) public body extension on this file. New LDD – May 23, 2018.

Neal Yonson | FOI Specialist  
Central Team, Information Access Operations  
[neal.yonson@gov.bc.ca](mailto:neal.yonson@gov.bc.ca) | 778-698-2378

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 11:14 AM  
**To:** CITZ OPEN INFOGROUP CITZ:EX  
**Cc:** Frelick, Neil CITZ:EX; Prodan, Matthew CITZ:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: RESPONSE REQUIRED: February Calendar Sign-Off Overdue

Approval to publish the February Calendars for the Premier, the DM to the Premier and the DM for IGRS.

Thank you,  
Jackie

---

**From:** CITZ OPEN INFOGROUP CITZ:EX  
**Sent:** Monday, April 9, 2018 9:10 AM  
**Cc:** Frelick, Neil CITZ:EX; Prodan, Matthew CITZ:EX; CITZ OPEN INFOGROUP CITZ:EX  
**Subject:** RESPONSE REQUIRED: February Calendar Sign-Off Overdue  
**Importance:** High

Good morning,

Your office has one or more proactive release calendars still in sign-off which is now overdue. In order to ensure that your calendars are published **on time** in accordance with the directive, please submit your approval to publish as soon as possible.

If you do not anticipate being able to provide sign-off before the **end of day today**, please provide Open Information with an anticipated date so that we may adjust our timelines accordingly.

Please send email responses to [Open.InfoGroup@gov.bc.ca](mailto:Open.InfoGroup@gov.bc.ca).

Many thanks,

Ryan

**IAO Open Information Team**

Ryan Schumm  
Dean Chan  
Neil Frelick  
Matthew Prodan, A/Manager

Link to [Open Information](#)



INFORMATION  
ACCESS OPERATIONS  
MINISTRY OF FINANCE

Warning: This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this in error, please phone or e-mail the sender immediately and delete the message.

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 11:03 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Fern, Chelsea CITZ:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Call for Records OOP-2018-82469 Records Due April 17, 2018  
**Attachments:** CFR OOP-2018-82469.pdf

Hello,

Office of the Premier would like to fully transfer this request to the Ministry of Tourism, Arts and Culture.

Thank you,  
Jackie

**From:** Fern, Chelsea [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Tuesday, April 3, 2018 2:25 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-82469 Records Due April 17, 2018

Hello,

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

*Copies of records showing any financial support provided by the Government of BC to the 2018 Juno Awards, held in Vancouver on March 25, 2018. (Date Range for Record Search: From 01/01/2018 To 03/29/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Request also directed to: TAC-2018-82470  
Records Due: April 17, 2018  
Legislated Due Date: May 14, 2018  
IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

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

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 10:33 AM  
**To:** IAO CentralTeam CITZ:EX  
**Cc:** Chan, Sarah CITZ:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: Call for Records OOP-2018-82454 Due April 17, 2018  
**Attachments:** CFR-OOP-2018-82454.pdf

Hello,

OOP would like to fully transfer this request to the Ministry of Health.

Thank you,  
Jackie

**From:** Chan, Sarah [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Tuesday, April 3, 2018 3:45 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-82454 Due April 17, 2018

Hello,

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

*The Terms of Contract and financial details referred to in Cliff #1098162, including: BC Centre for Excellence in HIV/AIDS (BC-CfE) Drug Treatment Program: service contract April 1, 2015- March 31, 2018; Any replacement contract(s) and financial details for the new term beginning April 1, 2018, with BC-CfE or equivalent service provider(s); Further to news release 2017HLTH0114-002108 - a copy of the report or reports providing budgetary costs or economic/financial analysis of providing 'pre-exposure prophylaxis (PrEP), a daily oral antiretroviral medication that prevents new HIV infection, at no cost' for the date range of January 1, 2018 to [March 28, 2018]; Regarding the providing of PrEP at no cost - records providing any appraisal, economic forecast, any feasibility or technical study, including a cost estimate, relating to the policy/project to provide PrEP; Regarding the providing of PrEP - any records related to providing PrEP by BC Fair Pharmacare such as any appraisal, economic forecast, any feasibility or technical study, including a cost estimate, relating to the PrEP policy/project. Date Format is MM/DD/YYYY*

Applicant Type: Individual  
Request also directed to: HLTH  
Records Due: April 17, 2018  
Legislated Due Date: May 11, 2018  
IAO Contact: Sarah Chan

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

Sarah Chan, FOI Analyst  
Central Agency Team  
Information Access Operations



**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Tuesday, April 10, 2018 9:19 AM  
**To:** Poldrugovac, Saija FIN:EX  
**Subject:** RE: URGENT: s.15

I so appreciate it, Saija! Thank you so – so much ☺

Jackie

---

**From:** Poldrugovac, Saija FIN:EX  
**Sent:** Tuesday, April 10, 2018 9:19 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FW: URGENT: s.15

This will be processed today. Generally I wouldn't be doing this task but we are close to year end and I'm processing the pcard that had the charges on it.

I hope you don't mind me taking over this past fiscal to get it recovered.

~S

---

**From:** Li, Winnie PSSG:EX  
**Sent:** Tuesday, April 10, 2018 9:17 AM  
**To:** Poldrugovac, Saija FIN:EX  
**Subject:** RE: URGENT: s.15

Hi Saija,

Yes, confirmed, please go ahead with the JV for these additional charges.

Thanks!

Winnie

Could you email me the details for these charges.

---

**From:** Poldrugovac, Saija FIN:EX  
**Sent:** Tuesday, April 10, 2018 9:13 AM  
**To:** Li, Winnie PSSG:EX; Hendry, Jackie PREM:EX  
**Subject:** RE: URGENT: s.15

Hi Winnie,

Sorry to bother you on this as I'm sure you are very busy right now.

Are you able to confirm the last two charges can be Jved?

~S

---

**From:** Poldrugovac, Saija FIN:EX  
**Sent:** Monday, April 9, 2018 1:04 PM

**To:** Li, Winnie PSSG:EX; Hendry, Jackie PREM:EX

**Subject:** URGENT:s.15

**Importance:** High

Of course after I do the final JV we get a few more on the Premier's Office PCard.

Winnie,

Can you please approve the transfer of \$720.24 for s.15 with the Premier. With your approval I will charge them to s.17

Attached are the flights that were paid for. I apologized for the urgent request. Our JVs are due today.

Thanks!

~Saija

***Saija Poldrugovac***

Executive Financial Clerk, Ministers' Office Support Services

Corporate Financial and Facilities Services Branch

Ministry of Finance

**Phone:** (778) 678-3496 **Fax:** (250) 356-7326

**E-mail:** [Saija.Poldrugovac@gov.bc.ca](mailto:Saija.Poldrugovac@gov.bc.ca)

**Website:** <http://gwww.fin.gov.bc.ca/>

Serving all Ministers' Offices and the Office of the Premier

**Shortt, Amanda PREM:EX**

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 4:22 PM  
**To:** IGRS FOI IGRS:EX; IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: FOI 80256.pdf Annotated  
**Attachments:** FOI 80256.pdf; FOI 80256 annotated.pdf  
  
**Importance:** High

Please be advised the correct file number for these records is **OOP-2018-82056**.

Thank you,  
Jackie

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Monday, April 9, 2018 4:16 PM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FW: FOI 80256.pdf Annotated

---

**From:** IGRS FOI IGRS:EX  
**Sent:** Wednesday, April 4, 2018 4:53 PM  
**To:** Chan, Sarah CITZ:EX; IAO CentralTeam CITZ:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** FW: FOI 80256.pdf Annotated

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 3:54 PM  
**To:** Williams, Laurel FIN:EX  
**Cc:** CFFSHELP, FIN FIN:EX  
**Subject:** RE: FY18 Q4 Over \$10,000 Contracts and Amendments - REPLY required - Office of the Premier

Hi Laurel,

Nothing to report.

Thank you,  
Jackie

---

**From:** Williams, Laurel FIN:EX  
**Sent:** Wednesday, April 4, 2018 4:33 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Banister, Lori FIN:EX; Wensink, Alison PREM:EX; Kuckreja, Kanwaljeet FIN:EX  
**Subject:** FY18 Q4 Over \$10,000 Contracts and Amendments - REPLY required - Office of the Premier  
**Importance:** High

Hello,

As you are aware, a new directive came into effect on **April 1, 2017** that requires all ministries to proactively disclose quarterly contract information on the following:

Quarterly summaries of contracts awarded under **STOBs 60, 61, 63 and 80**, where

- the contract value is \$10,000 or more,
- an amendment modifies the initial value of a contract to an amended contract value that is \$10,000 or more, or
- an amendment of \$10,000 or more is made to a contract.

These summaries will be made available to the public on the Open Information website. The directive can be found at: [http://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/initiatives-plans-strategies/open-government/open-information/directive\\_07-2016.pdf](http://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/initiatives-plans-strategies/open-government/open-information/directive_07-2016.pdf)

I am responsible for reporting all of these contracts for the Ministry of Finance and our Supported Entitles. Every quarter end, I will run a report to identify the contracts that have an initial contract value over \$10,000 . I will provide you a summary with the contract information and details so that you can review and conduct a harms assessment before I report the information to the Information Access Operations ( IAO) office.

Regarding amendments, the Corporate Financial System (CFS) currently does not have the functionality to directly provide us with information on amendments. To assist with meeting the reporting requirements, we request that program areas provide the amendment information by completing the attached template and submitting to [CFFSHELP@gov.bc.ca](mailto:CFFSHELP@gov.bc.ca).

**If you are receiving this email, I have not identified any contracts over \$10,000 for your area but you are still required to report back to me on the Contract Amendments. Please find the instructions below.**

**Quarter 4 (Jan 1, 2018 to Mar 31, 2018) - Action Required**

**Amendments :**

- Please complete the template attached for amendments made during Quarter 4
- Please note that all amendments made during Quarter 4, even to contracts that have started before April 1, 2017, need to be reported.
- When sending back this information, please ensure that **Harms Assessments** have been completed and the submitted information has been deemed acceptable for public release.
- If there is nothing to report, please submit the template indicating **NIL to report**.
- TIP: the BCPO010 Report – Purchase Order Detail which is available in the CFS may assist you in compiling the information.

The due date for your reply is April 10, 2018. Please send your reply to myself with a 'cc to [CFFSHELP@gov.bc.ca](mailto:CFFSHELP@gov.bc.ca).

**This is a government wide initiative and it is mandatory that we meet our deadlines.**

Thanks for your assistance. If you have any questions, please do not hesitate to contact me.

**Laurel Williams**

Financial Systems & Management Analyst  
Corporate Services Division  
Ministry of Finance  
Phone: 250 208-4006

**<mailto:Laurel.Williams@gov.bc.ca>**

*Warning: This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this in error, please telephone or e-mail the sender immediately and delete the message*

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 3:49 PM  
**To:** Ritchie, Katherine CITZ:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** RE: Stakeholder List for Stie C

Hi Katherine,

As per our conversation and your advice and that of your manager, we agree with this approach.

Thank you,

Jackie

---

**From:** Ritchie, Katherine CITZ:EX  
**Sent:** Monday, April 9, 2018 2:59 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** RE: Stakeholder List for Stie C

Hi Jackie,

Touching base to see if OOP has any comments on the severing, after our discussion on March 29<sup>th</sup>. These records were also sent to the Resource Team for their views, I have yet to hear back.

LDD is in 12 days and will be submitted to peer review soon. Please advise if OOP would like to comment further on the "Stakeholder List".

Katherine Ritchie FOI Analyst | First Aid Attendant  
MA BSW | Health Education Team, Information Access Operations | EMBC TEAMS  
[Katherine.Ritchie@gov.bc.ca](mailto:Katherine.Ritchie@gov.bc.ca) | 778-698-2671 | PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

---

**From:** Ritchie, Katherine CITZ:EX  
**Sent:** Thursday, March 29, 2018 11:42 AM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX  
**Subject:** Stakeholder List for Stie C

Hi Jackie,

s.13

Katherine Ritchie FOI Analyst | First Aid Attendant



## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 3:30 PM  
**To:** Rochon, Jake PREM:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81670 Due April 5, 2018

Hi Jake,

Please provide the records to IAO.

Thanks-  
Jackie

---

**From:** Rochon, Jake PREM:EX  
**Sent:** Tuesday, April 3, 2018 12:59 PM  
**To:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX  
**Cc:** Shortt, Amanda PREM:EX  
**Subject:** FW: Call for Records OOP-2018-81670 Due April 5, 2018

Hi Jackie and Alison!

I have a couple of records for this one. Due date is in a couple of days. I will send off once you give the all-clear! Thank you!

**From:** Yonson, Neal [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Thursday, March 29, 2018 4:23 PM  
**To:** Rochon, Jake PREM:EX  
**Cc:** Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-81670 Due April 5, 2018

Hi Jake,

**NOTE:** Looks like PCU was missed the first time this CFR went out and based on the wording I think it is mainly seeking correspondence records. Sorry about the resulting short turnaround time.

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

*All correspondence received by the Office of the Premier related to the employer health tax and elimination of Medical Services Plan premiums announced in the 2018 budget. (Date Range for Record Search: From 02/20/2018 To 02/25/2018) Date Format is MM/DD/YYYY*

Applicant Type: Media  
Records Due: April 5, 2018  
Legislated Due Date: April 23, 2018  
IAO Contact: Neal Yonson



Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto: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,

Neal Yonson, FOI Specialist  
Central Agency Team  
Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 2:05 PM  
**To:** IGRS FOI IGRS:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: URGENT Sign Off OOP-2018-81301 (14 pgs), LDD: April 11  
**Attachments:** G - Sign Form.docx; G - Response - Partial Disclosure.docx; OOP-2018-81301.pdf; NR

Please disregard my previous email requesting sign off from Pierrette as I see that has already been done. In the future, can you please ensure we are cc'd when sending the sign off back to IAO?

Thank you,  
Jackie

---

**From:** Fern, Chelsea CITZ:EX  
**Sent:** Monday, April 9, 2018 1:57 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** FW: URGENT Sign Off OOP-2018-81301 (14 pgs), LDD: April 11

FYI, IGRS has signed off

**Chelsea Fern** | FOI Senior Analyst | Information Access Operations | Ministry of Citizens' Services  
*Ph:* 778-698-2740 | *e:* [chelsea.fern@gov.bc.ca](mailto:chelsea.fern@gov.bc.ca) | *m:* PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

---

**From:** Maranda, Pierrette IGRS:EX  
**Sent:** Friday, April 6, 2018 2:04 PM  
**To:** Fern, Chelsea CITZ:EX  
**Cc:** IGRS FOI IGRS:EX; Robertson, Glenda J IGRS:EX; Brubacher, Kelly IGRS:EX  
**Subject:** FW: URGENT Sign Off OOP-2018-81301 (14 pgs), LDD: April 11

I approved the recommendations as per the attachment.

**Chelsea:** Please note that the pdf version of the itinerary in this package (pages 2 -3 of 14) is totally blue. I was able to save the original Word document in pdf format without the blue color – and before the redline annotations. If you wish, you can use this one instead, re-enter the annotations for severing, and insert it in the package instead of the blue sheets.

Pierrette

---

**From:** IGRS FOI IGRS:EX  
**Sent:** Thursday, April 5, 2018 3:17 PM  
**To:** Maranda, Pierrette IGRS:EX  
**Subject:** URGENT Sign Off OOP-2018-81301 (14 pgs), LDD: April 11

Hi Pierrette,

Here is an urgent FOI requiring signoff by April 11.

Thank you,

**Kelly Brubacher**

Executive Coordinator|Intergovernmental Relations Secretariat|Office of the Premier|Government of British Columbia|Canada

Office: 250.387.0752

Cell: 250.507.6658

Fax: 250.387.1920

Email: [Kelly.Brubacher@gov.bc.ca](mailto:Kelly.Brubacher@gov.bc.ca)

**From:** Fern, Chelsea [<mailto:IAOCentralTeam@gov.bc.ca>]

**Sent:** Thursday, April 5, 2018 12:29 PM

**To:** Hendry, Jackie PREM:EX; IGRS FOI IGRS:EX

**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX

**Subject:** URGENT Sign Off OOP-2018-81301 (14 pgs), LDD: April 11

Please see attached sign off package for public body approval. **Please note that this file is due in 4 business days, and there are only 14 pgs of records.**

Legislated due date of file: **April 11, 2018**

Thank you,

Chelsea Fern, Senior FOI Analyst

Central Agency Team

Information Access Operations

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 2:03 PM  
**To:** Fern, Chelsea CITZ:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** RE: OOP-2018-81133

Hi Chelsea,

s.13

Thank you,  
Jackie

---

**From:** Fern, Chelsea CITZ:EX  
**Sent:** Wednesday, April 4, 2018 3:24 PM  
**To:** Hendry, Jackie PREM:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** OOP-2018-81133

Hello Jackie,

s.13

Thanks,

**Chelsea Fern** | FOI Senior Analyst | Information Access Operations | Ministry of Citizens' Services  
**Ph:** 778-698-2740 | **e:** [chelsea.fern@gov.bc.ca](mailto:chelsea.fern@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 1:48 PM  
**To:** IGRS FOI IGRS:EX  
**Subject:** FW: URGENT Sign Off OOP-2018-81301 (14 pgs), LDD: April 11  
**Attachments:** G - Sign Form.docx; G - Response - Partial Disclosure.docx; OOP-2018-81301.pdf  
  
**Importance:** High

Hi – Just wondering if Pierrette has reviewed this sign off. I'm meeting with Don in 45 minutes. At this time, he doesn't have any other time to meet with me this week, so I am hoping to get this one signed off today.

Thanks so much.  
Jackie

**From:** Fern, Chelsea [mailto:IAOCentralTeam@gov.bc.ca]  
**Sent:** Thursday, April 5, 2018 12:29 PM  
**To:** Hendry, Jackie PREM:EX; IGRS FOI IGRS:EX  
**Cc:** Wensink, Alison PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** URGENT Sign Off OOP-2018-81301 (14 pgs), LDD: April 11

Please see attached sign off package for public body approval. **Please note that this file is due in 4 business days, and there are only 14 pgs of records.**

Legislated due date of file: **April 11, 2018**

Thank you,

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

## Shortt, Amanda PREM:EX

---

**From:** Hendry, Jackie PREM:EX  
**Sent:** Monday, April 9, 2018 11:57 AM  
**To:** Nash, Amber PREM:EX; Wensink, Alison PREM:EX; Higgins, Keira PREM:EX  
**Subject:** FW: RESPONSE REQUIRED: Proactive Disclosure - Request for Calendar Records - March 2018

**Importance:** High

Hi,

Please provide March calendars to me as soon as possible.

Thank you,  
Jackie

---

**From:** CITZ OPEN INFOGROUP CITZ:EX  
**Sent:** Tuesday, April 3, 2018 10:01 AM  
**To:** CITZ OI CALENDAR CFR  
**Cc:** CITZ OPEN INFOGROUP CITZ:EX  
**Subject:** RESPONSE REQUIRED: Proactive Disclosure - Request for Calendar Records - March 2018  
**Importance:** High

Regarding Ministerial Directive 02-2016: **DISCLOSURE OF MINISTERS' AND DEPUTY MINISTERS' CALENDARS**

**Please send your ministers', deputy ministers' and associate deputy ministers' calendar(s) for the month of March 2018**

**Please send the calendar(s) and harms assessment information by reply email or to the CITZ OPEN INFOGROUP ([Open.InfoGroup@gov.bc.ca](mailto:Open.InfoGroup@gov.bc.ca)) by April 10<sup>th</sup>, 2018**

**Please also provide the name or email address of who the approver(s) will be for each calendar you submit**

### What You Need to Do?

1. **Create a PDF of the calendar records**
2. **Conduct a harms assessment and provide those details**

*\*Detailed instructions are below*

Reminder: Calendars must be provided to IAO not later than 10 calendar days after the end of the month.

### What Happens Next?

Upon receipt of the calendar(s), the Open Information analysts will review the records and remove any information that requires redaction. The analysts may contact you if they have any questions about possible harms associated with the records. The records will then be sent for review and approval by your ministry approver.

### **Distribution Lists:**

We look forward to working with you and hope that we've captured the right people on our distribution list. If any names need to be added or deleted, please let us know.

If you have any questions or concerns, please contact any member of the Open Information team directly or through reply to this email address.

Many thanks,  
IAO Open Information Team

Ryan Schumm  
Dean Chan  
Neil Frelick  
Matthew Prodan, A/Manager

Link to [Open Information](#)

## **DETAILED INSTRUCTIONS AND REDACTION INFORMATION**

### **1. Produce a PDF of the calendar records**

- Open the calendar you want to print\*
- Select File
- Select Print
- Select Print Options
- Select 'Adobe PDF' as your printer. If this is not available, print the calendar, scan and email the PDF
- Select 'Calendar Detail Style' from the Print Style options
- Select the date range (In the Print Range fields)
- Check the box for 'Hide details of private appointments'
- Select Print
- Save resulting PDF

*\* For minister's calendars, produce only the minister's calendar; Specific MLA or constituency-related duties need not be included.*

### **2. Conduct a harms assessment and provide those details**

- Prepare and attach one clean copy of the records (no marks, hand written notes, sticky notes or highlighting);
- Prepare and attach one marked copy of the records where any harms are indicated:
- Indicate any personal information contained within any entries not marked Private
- Mark any Cabinet or Treasury Board entries. IAO needs to know if the entry pertains to an item that was prepared for cabinet/treasury board and if it ever went, or will go, to Cabinet or Treasury Board.
- Identify any legal advice or entries that might reveal solicitor-client privilege
- Other

### **3. Redaction Details:**

While the calendars are not being redacted under FOIPPA, any redactions must reflect exceptions permitted under FOIPPA. In addition, entries previously considered "not responsive" (e.g. reservation numbers, teleconference information), based on agreement with an FOI applicant, will no longer be deemed not responsive. Instead, any information that would attract an exception permitted under FOIPPA will be redacted with any other information being removed. The below verbiage will be used where information is removed:

Severing Verbiage	FOIPPA Section
Cabinet Confidences	12

Advice/Recommendations	13
Legal Communications	14
Security Concern	15
Intergovernmental Communications	16
Government Financial Information	17
Personal Security	19
Business Information	21
Personal Information	22