

November 7, 2019



Re: Your request for access to information under Part II of the *Access to Information and Protection of Privacy Act* [Our File #: FIN-78-2019]

On October 9, 2019, the Department of Finance received your access to information request for the following:

“A list of briefing materials prepared for the deputy minister or the minister for the month of September 2019.”

The Department of Finance is pleased to inform that your request has been granted in part.

An information note titled “Multiple Insurance Policy Renewals for 2019-2020” was prepared within the time frame identified above. Additionally, it is noted that three other information notes were also prepared. These titles however cannot be released because some of the information contained within was obtained for the purpose of determining a tax liability or collecting a tax. These titles have been removed pursuant to section 39.(2) of the **Access to Information and the Protection of Privacy Act, 2015**. Further details regarding this exemption is available online at: <https://www.assembly.nl.ca/Legislation/sr/statutes/a01-2.htm#39>

The following is noted in the preparation of this response:

- In searching for responsive records, the purpose/reason for preparing the documents were carefully considered. Only those specifically prepared to brief the Deputy Minister or the Minister of Finance were considered responsive to the above request.
- Both the Deputy Minister and the Minister of Finance are verbally briefed on a regular basis to support their oversight responsibilities for the preparation and monitoring of the provincial annual budget and responsibilities related to the operation of the Treasury Board Committee.

- Minister Osborne is responsible for multiple portfolios. This response is related only to the Department of Finance. It does not include the Human Resource Secretariat; the Office of the Chief Information Officer; or the Public Service Commission. If you require a similar listing related to these portfolios, please consult the applicable ATIPP Coordinators.

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the Access to Information and Protection of Privacy Act (the Act). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner. The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John's, NL. A1B 3V8

Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act.

Please be advised that responsive records will be published following a 72-hour period after the response is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Completed Access to Information Requests website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please feel free to contact the undersigned by telephone at 709-729-2082, or by email at bethbartlett@gov.nl.ca.

Sincerely,



Beth Bartlett, CIAPP-C
ATIPP Coordinator