

January 13, 2020

Dear Applicant:

**Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act (Our File #: EECD/001/2020)**

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On January 3, 2020, the Department of Education and Early Childhood Development received your request for access to the following records/information:

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

I am pleased to inform you that a decision has been made by the Deputy Minister of the Department of Education and Early Childhood Development to provide access to the requested information.

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, 2015 (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 appeal may be addressed to the Information and Privacy Commissioner 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 this letter will be published following a 72 hour period after it 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 letter 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.

The *Act* requires us to provide an advisory response within 10 days of receiving the request. As this request has been completed by day 10, this letter also serves as our advisory response.

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If you have any further questions, please feel free to contact the undersigned by telephone at 709-729-7180 or by email at [garynoftall@gov.nl.ca](mailto:garynoftall@gov.nl.ca).

Sincerely,

A handwritten signature in blue ink that reads "Gary Noftall." The signature is written in a cursive style.

**Gary Noftall**  
ATIPP Coordinator

Attachment

**Department of Education and Early Childhood Development**  
**List of Briefing Materials prepared for Deputy Minister or Minister**  
**during the month of December 2019**  
**EECD/001/2020**

<b>Type of material</b>	<b>Title</b>
Information Note	PISA (Programme for International Student Assessment) 2018 Results
Meeting Note	MHA Paul Lane and Child Care Operators
Joint Information Note	Optimus SBR Child Health Services Review - Departments of Health and Community Services and Education and Early Childhood Development
Joint Meeting Note	115th ACDME Meeting - Departments of Advanced Education, Skills and Labour and Education and Early Childhood Development