January 17, 2017

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act [Our File #: FIN-82-2016]

On December 16, 2016, the Department of Finance received your request for access to the following records/information:

“We are seeking copies of invoices paid for Residences by the Government for Ministers and Deputy Ministers (of all Departments) and MLAs, and any other Government Employees that would have this provided to them. Please exclude hotels. We are seeking data from: 2013 to and including 2016.”

This was further clarified on December 20, 2016, to include only those payments made for more than 30 consecutive days. Additionally, on January 3, 2017, you were advised that such information about Members of the House of Assembly could only be accessed through the Office of the House of Assembly (HOA). You were therefore advised to contact the HOA for that portion of your request.

The Department of Finance is pleased to inform you that your request has been granted and is provided in the table below. Please note the following regarding this information:

- When government employees are required to travel for work-related purposes, the option of utilizing private accommodations (for residency purposes) is available. Reimbursement of such expenses requires pre-approval; invoices are not required.
  - Additional information about Accommodations Policy is available online at [http://www.exec.gov.nl.ca/exec/hrs/working_with_us/accommodations.html](http://www.exec.gov.nl.ca/exec/hrs/working_with_us/accommodations.html)
- To obtain the information requested, the Department of Finance searched the records contained within Government’s Expense Claim Management System (ECMS). As per
your clarification, only those payments made for 30 consecutive days (or more) between the periods of January 1, 2013, to December 31, 2016 were considered responsive. Additionally, as per your clarification reimbursement of hotel costs were not included.

- In some cases, the information required to describe the accommodation purpose was not readily available in the ECMS. As such, should you have additional questions, please contact the appropriate departments (as identified below) for further clarification.
- Included in the attached table is the department name, employee name, travel claim number, type of accommodation, purpose for the accommodation, date ranges, total number of days, amount paid per travel claim, and the total amount paid by various departments.

### Residency Payments for Private Accommodations
**January 1, 2013 - December 31, 2016**

<table>
<thead>
<tr>
<th>Department</th>
<th>Employee Name</th>
<th>Travel Claim Number</th>
<th>Accommodation Type</th>
<th>Accommodation Purpose</th>
<th>Dates</th>
<th># of days</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justice and Public Safety</td>
<td>Anstey, Stephen</td>
<td>TCMS-414912</td>
<td>Private Accommodations</td>
<td>To complete the civil service rotation and the Bar Administration Course with the Law Society in St. John's</td>
<td>9/14/2014 - 12/19/2014</td>
<td>97</td>
<td>$2,425</td>
</tr>
<tr>
<td></td>
<td>Lagace, Stephanie</td>
<td>TCMS-302875</td>
<td>Private Accommodations</td>
<td>To attend Court proceedings</td>
<td>10/6/2013 - 11/8/2013</td>
<td>34</td>
<td>$850</td>
</tr>
<tr>
<td>Transportation and Works</td>
<td>Hoque, Kazi</td>
<td>TCMS-312924</td>
<td>Private Accommodations</td>
<td>To conduct mechanical inspections for Labrador West Health Care Centre</td>
<td>10/16/2013 - 12/15/2013</td>
<td>61</td>
<td>$1,525</td>
</tr>
<tr>
<td></td>
<td>Brown, Curtis</td>
<td>TCMS-990323</td>
<td>Private Accommodations</td>
<td>To conduct work as a Design Approval Technician on project 55-16 THP (paving of the Trans-Labrador Highway)</td>
<td>11/12/2016 - 12/16/2016</td>
<td>35</td>
<td>$875</td>
</tr>
<tr>
<td>Environment &amp; Climate Change (formerly Environment &amp; Conservation)</td>
<td>McCarthy, Steve</td>
<td>TCMS-283749</td>
<td>Private Accommodations</td>
<td>To assist with the processing of moose licenses in the Corner Brook office.</td>
<td>5/5/2013 - 6/5/2013</td>
<td>32</td>
<td>$800</td>
</tr>
</tbody>
</table>

**Total Paid For Private Accommodations** $6,475

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  
ATIPP Coordinator