December 5, 2013

Dear [Redacted]

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act (Our File #: JUS/020/2013)

On November 15, 2013, the Department of Justice received your request for access to the following records/information:

"The package of briefing materials prepared for your minister when he/she assumed his/her post."

The briefing book prepared for the Minister of Justice when he assumed his post was intended to provide the new minister with an overview of the Department of Justice. Please be advised that access to these records have been refused in accordance with section 7(4)(a) of the Access to Information and Protection of Privacy Act (the Act):

**Right of Access**

7(4) The right of access does not extend

(a) to a record created solely for the purpose of briefing a member of the Executive Council with respect to assuming responsibility for a department, secretariat or agency;

Section 43 of the Act provides that you may ask the Information and Privacy Commissioner to review this refusal of access or you may appeal the refusal to the Supreme Court Trial Division. A request to the Commissioner shall be made in writing within 60 days of the date of this letter or within a longer period that may be allowed by the Information and Privacy Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
34 Pippy Place
P. O. Box 13004, Stn. A
St. John’s, NL A1B 3V8
Telephone: (709) 729-6309
Facsimile: (709) 729-6500
In the event that you choose to appeal to the Trial Division, you must do so within 30 days of the date of this letter. Section 60 of the Act sets out the process to be followed when filing such an appeal.

If you have any further questions, please contact the ATIPP Coordinator, Neil Croke, at 709-729-7906, or ncroke@gov.nl.ca.

Sincerely,

Heather Jacobs
Assistant Deputy Minister