November 22, 2013

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act (Our File #: EDU/013/2013)

On November 14, 2013, the Department of Education received your request for access to the following records/information:

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

On November 20, 2013, you clarified by email that you are requesting briefing materials prepared when our current Minister, Hon. Clyde Jackman resumed his post following a provincial cabinet shuffle on October 9, 2013.

Please be advised that the Department of Education has no records responsive to your request.

Section 43 of the Access to Information and Protection of Privacy Act (the Act) provides that you may ask the Information and Privacy Commissioner to review the processing of your access request or you may appeal 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.

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

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If you have any further questions, please feel free to contact the ATIPP Coordinator by telephone at 709-729-1841 or by e-mail at brianevans@gov.nl.ca.

Sincerely,

Janet Vivian-Walsh
Deputy Minister