June 29, 2018

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act [Our File # HRS-15-2018]

On June 4, 2018 the Human Resource Secretariat (HRS) received your access to information request for the following:

“This request is for all data wiring and fiber optic cabling / data interconnection and terminations within your department. With this request, we are looking to receive a table/chart outlining all data wiring and fiber optic wiring / data interconnection/termination work conducted by and for the department for the period of May 1, 2016 to current. This request is for work conducted within the service areas 1 - 10, outlined in the Tender # TP115027514 page 14 (listed below). The table/chart requested should consist of columns which would represent: Work Request #, Detailed Description of the Work, Location of the Work (Town, Building, Site Name), (Building/Worksite/Project Name as well as Project #, Purchase Order Number, Amount of Money Paid for the Work, Owner of the Work/Project and Contact Information. The rows should entail the information for each specific piece of evidence in the cell under the column. Finally, please include all emails and correspondence relating to the work requests and approvals. Service Areas:

1) St. John’s and Surrounding Area 2) Conception Bay 3) Cape St. Francis 4) Conception Bay East - Bell Island 5) Ferryland 6) Placentia - St. Mary’s 7) Trinity - Bay de Verde 8) Bellevue 9) Terra Nova 10) Clarenville Area”

Through our telephone discussion regarding what you originally asked for and what the HRS has in its custody, you were able to clarify for us what you required from the HRS as responsive to this request. As you are already aware, the OCIO may have additional records relating to work completed for the HRS.

I am pleased to inform you that a decision has been made by the Executive of the HRS to provide access to information within our custody – please find attached.

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 for “general” access to information requests 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.

If you have any further questions relating specifically to this request, please feel free to contact me by telephone at 709-729-7156 or by e-mail at jeanmarick@gov.nl.ca.

Sincerely,

Jean Myrick  
ATIPP Coordinator
### Detailed Description of the Work

**Supply and Install Data and Phone Wiring for staff workspace**

### Location of the Work (Town, Building, Site Name)

**West Block, Confederation bldg, St. John's**

### Purchase Order #

217049032

### Amount of Money Paid for the Work

2,676.41

### Owner of the Work/Project and Contact Information

**HRS:** Jean Smith, 729-3559;  
**TW:** Andy Keeping, 729-7186;  
**OCIO:** Chris Lake, 729-1451

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**Human Resource Secretariat, June 2018**
Myrick, Jean M.

From: Smith, Jean  
Sent: Thursday, March 8, 2018 10:53 AM  
To: Colbert, Geraldine  
Subject: FW: C400621 Compensation and Benefits - 1st floor west block

Please arrange PO...details in below email from Chris Lake.

Jean

From: Keeping, Andy  
Sent: Thursday, March 8, 2018 10:52 AM  
To: Smith, Jean <jeansmith@gov.nl.ca>  
Subject: FW: C400621 Compensation and Benefits - 1st floor west block

FYI see below for Comms quote.

Andy Keeping  
Accommodations Officer  
Planning & Accommodations  
Department of Transportation and Works  
(709) 729-7186 (T) | AndyKeeping@gov.nl.ca

From: Lake, Chris  
Sent: Thursday, March 08, 2018 10:47 AM  
To: Keeping, Andy  
Cc: Merrett, Allen  
Subject: C400621 Compensation and Benefits - 1st floor west block

Andy, as per our conversation... please have the client department make out the PO for DCM Communication Wiring, supplier number 40127764. I received and estimate from the contractor of $3000.00 – Supply and install data and phone wiring.

Regards,

Chris Lake  |  Support Specialist - Structured Cabling  
Office of the Chief Information Officer  
709-725-8180 (c) | 709 729-1451 (t) | lakec@gov.nl.ca

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