

[REDACTED] S.40 (1)

April 4, 2019

Dear [REDACTED]

S.40 (1)

Re: Your request for access to information under Part II of the *Access to Information and Protection of Privacy Act* (TCII/30/2019)

On *March 8, 2019*, The Department of Tourism, Culture, Industry and Innovation 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 February 2019.

I am pleased to inform you that a decision has been made by the Deputy Minister for the Department of Tourism, Culture, Industry and Innovation to provide access to the requested information.

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*.

If you have any further questions, please contact me by telephone at 709-729-3356 or by email at heatherbrown@gov.nl.ca.

Sincerely,

A handwritten signature in cursive script, appearing to read "Heather Brown". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Heather Brown
ATIPP Coordinator

Briefing materials prepared for the Deputy Minister or the minister for the month of February 2019.

Meeting Note NL Federation of Agriculture February 5 2019

Meeting Note - First Official Visit of Ambassador of Finland to Canada (Vesa Lehtonen) on February 11, 2019

Information note Business Resource Policies Feb 7, 2019

TCLI Contribution of \$10000 to Support 2019 Craft and Gift Wholesale Show

Background Note for Intergovernmental and Indigenous Affairs Secretariat - Canada-China Business Council, February 2019

Decision Note - Membership fees for Ontario Motorcoach Association (OMCA) for 2019

Meeting Note - Schad Foundation (Feb 2019)

Meeting Note - Ambassador Roman Waschuk Canada's Ambassador to Ukraine

Meeting Note - Weldon Epp Meeting with DM Steering Committee on China, February 2019

Update on Way Forward and Mandate Letter commitments

Organizational charts

TCLI's information contained in Estimates 2018

TCLI's Strategic Plan 2017-20

TCLI's Annual Report 2017-18 and annual reports for entities for 2017-18