



British Columbia Ferry Services Inc.
 Suite 500 – 1321 Blanshard Street
 Victoria, BC V8W 0B7
 Tel (250) 978-1502
 Fax 1-866-846-0453
 www.bcferreries.com

April 3, 2017

Sent via email to: []

Our File: FOI-2017-028

[]
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Dear []:

Re: Request under the *Freedom of Information and Protection of Privacy Act*

British Columbia Ferry Services Inc. (BC Ferries) received your request for access to information under the *Freedom of Information and Protection of Privacy Act* (the FOIPPA Act) on February 16, 2017. Your request was for:

Copies of Contract Recruitment Request Forms issued by BC Ferries' Information Technology department to recruitment organizations for contract resources between August 15, 2016 and February 15, 2017.

Enclosed please find copies of the records responsive to your request.

Thank you for your deposit of \$17.13 for this request, received on February 20, 2017. The final charge for this request is \$12.33. We have calculated this amount, using our commercial applicant rate, as follows:

Locating and retrieving the records	Less than 3 free hours provided in the FOIPPA Act	No charge
Preparing records for disclosure	0.25 hours @ \$48.52/hour	\$12.13
Scanned electronic copies of paper records	2 pages @ \$0.10/page	\$0.20
	Total	<u>\$12.33</u>
	Less deposit	\$17.13
	Refund	<u>(\$4.80)</u>

The charge was less than originally estimated because the number of pages of responsive records was less than anticipated. We will send a refund cheque for \$4.80, by separate letter once it is processed.

You can apply to the Information and Privacy Commissioner for a review of this response. You have 30 working days from receipt of this letter to request a review by writing to:

Office of the Information and Privacy Commissioner for British Columbia
PO Box 9038, Stn. Prov. Govt.
Victoria, BC V8W 9A4
Facsimile: (250) 387-1696

If you request a review, please provide the Commissioner's office with a copy of this letter, a copy of your original request, and the reasons or grounds upon which you are requesting the review.

If you have any questions, please write or call our office at (250) 978-1502.

Sincerely,

Original signed by

Carol Stoker
Manager, Information & Privacy
FOIPP Office