

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

May 29, 2017

Sent via email to: []

Our File: FOI-2017-031

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Dear []:

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

British Columbia Ferry Services Inc. received your request for access to records under the *Freedom of Information and Protection of Privacy Act* (the FOIPP Act) on March 14, 2017. Your request was as follows:

I request any and all records of training provided by AGI Shipboard Fire Service Ltd. from April 01, 2015 to March 01, 2017, which is to include times, dates, location where training took place, and individuals who provided the training.

Enclosed please find two records which were created to respond to your request.

One record lists the training provided directly through AGI Shipboard Fire Service Ltd. The other lists the training delivered by Cryopeak LNG, a portion of which included services provided by AGI Shipboard Fire Service Ltd. We do not have records of the times or names of the individuals who provided the AGI portion of this training.

Thank you for your deposit of \$22.70 for this request, received on April 3, 2017. The final charge for this request is \$22.70. We have calculated this amount as follows:

Locating and retrieving the records	Less than 3 free hours provided in the FOIPP Act	No charge
Producing a record manually	0.50 hours @ \$30.00/hour	\$15.00
Preparing records for disclosure	0.25 hours @ \$30.00/hour	\$7.50
Scanned electronic copies of paper records	2 pages @ \$0.10/page	\$0.20
	TOTAL	<u>\$22.70</u>

As this charge is the same as your deposit, the account for this request is settled.

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