



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 8, 2018

Sent via email to: < >

Our File: FOI-2018-032

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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 records under the *Freedom of Information and Protection of Privacy Act* (the FOIPP Act) on January 4, 2018. Your request was as follows:

"I request any records (emails, memoranda, briefing notes, meeting and board minutes, risk assessments, presentations, anonymized complaints (by the public and by employees) and research) which influenced the decision-making process by which BC Ferries implemented policies which prohibit smoking on board its vessels and at its facilities."

Enclosed please find copies of the records responsive to your request. We have limited the scope of your request to the last 5 years.

Some of the records contain information excepted from disclosure under the FOIPP Act. This information was severed so the remaining information could be disclosed.

We have withheld information whose disclosure could reveal advice or recommendations developed by or for BC Ferries (section 13) or whose disclosure would reveal information that is subject to solicitor client privilege (section 14).

We have also redacted the names and identifying information of an employee and customers, direct telephone numbers, confidential unpublished cellular numbers and fax numbers as the disclosure of this personal information would be an unreasonable invasion of the third parties' personal privacy (section 22). In addition, some of these contact details are used in emergencies and their disclosure and potential unauthorized use could harm the security of any property or system, or interfere with public safety (sections 15 and 19).

Finally, we have excluded information in the records that are not within the scope of your request.

We have noted on the records disclosed to you which section of the FOIPP Act was relied on to sever the information. An excerpt of the relevant sections is attached.

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Thank you for your deposit of \$29.00 for this request, received on March 1, 2018. The final charge for this request is \$20.50. We have calculated this amount as follows:

Locating and retrieving the records	3.25 hours, less the 3 free hours provided in the FOIPP Act = 0.25 hours @ \$30.00/hour	\$7.50
Preparing records for disclosure	0.25 hours @ \$30.00/hour	\$7.50
Scanned electronic copies of paper records	55 pages @ \$0.10/page	\$5.50
	Total	<u>\$20.50</u>
	Less deposit	\$29.00
	Refund amount	<u>\$(8.50)</u>

The charge was less than originally estimated because it took less time to locate and retrieve the records than originally estimated, and because we provided fewer records than anticipated. We will send a refund cheque for \$8.50, 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

Josée Magas, Information & Privacy Analyst
FOIPP Office