



NOTICE OF REQUEST FOR REVIEW
Freedom of Information and Protection of Privacy Act

August 5, 2014

To: The Applicant

Ron Bolin
3165 King Richard Drive
NANAIMO BC V9T 4A1

To: The Public Body

Kris King
FOI Coordinator
City of Nanaimo
455 Wallace Street
NANAIMO BC V9R 5J6

The applicant has requested that this Office ("OIPC") review the public body's decision to withhold information under the *Freedom of Information and Protection of Privacy Act* ("FIPPA") in response to the applicant's request of August 1, 2014 under section 5 of FIPPA. As required by section 54 of FIPPA, I am enclosing a copy of the applicant's request for review for the public body.

OIPC Procedure:

We opened this case as of August 5, 2014. Due to case volumes, we anticipate it may be a number of weeks before this file is assigned to an investigator. The investigator will notify the parties when the file is assigned and will conduct a mediation of the request for review. Section 56 of FIPPA provides 90 working days to resolve a request for review.

The mediation process is intended to facilitate a settlement of the issues and to ensure that the applicant has received access to all records to which he or she is entitled under FIPPA. If the parties are unable to reach a settlement, we may hold an inquiry. The investigator has the delegated authority to decide whether or not all or part of a matter should proceed to inquiry. If an inquiry is held, an adjudicator will consider the issues in dispute and issue an order.

Request to the public body for production of the records in dispute:

I request that the City of Nanaimo produce a complete **unsevered** copy of the records in dispute to the attention of OIPC file F14-58563. Please prepare the records as follows:

1. The pages of disputed records must be numbered clearly;

2. Information that has been severed and withheld must be highlighted, boxed or otherwise clearly marked to show that it has been withheld or severed;
3. The section number (and subsection where applicable) of FIPPA that is relied upon for each severance must be clearly indicated next to the withheld information; and
4. Wherever practicable, provide a table listing the records in dispute by record or page number and listing the section of FIPPA applied by record or page number.

We would appreciate receiving these records within 15 business days of the date of this letter.

Contact Information:

Please address future correspondence to the attention of OIPC file F14-58563 until the file is assigned to an Investigator.

If you have questions regarding this office's review and other processes, please see our FIPPA Guide to OIPC Processes, available on our website at <http://www.oipc.bc.ca/guidance-documents/1599> .

If you have questions regarding the status of this file, I can be reached at (250) 387-5629, or by using the toll-free Enquiry BC phone line, which is (604) 660-2421 if you are calling from the Greater Vancouver area, or 1-800-663-7867 if you are calling from elsewhere in the province. A telephone operator will transfer your call free of charge.

Sincerely,



Marissa Burnell-Higgs
Intake Officer

Encl.