# File: 292-30/[REQUESTNUMBER]

Your File: [CUSTOMFIELD60]

# [TODAYDATE]

# Sent via email: [RQREMAIL]

[ADDRESS]

Dear [RFNAME] [RLNAME]:

# Re: Request for Access to Records

# *Freedom of Information and Protection of Privacy Act* (FOIPPA)

I am writing further to my letter, dated date of applicant’s decision letter, concerning your request received by the Ministry of Agriculture and Food. You narrowed your request on Date through conversation and/or email with ANALYST. Your request is for:

*[REQUESTDESCRIPTION]*

Please be advised that the Third Party has requested a review of the Ministry's decision with the Office of the Information and Privacy Commissioner (OIPC); therefore, none of the records at issue will be released until the review has closed. We will be working with the OIPC to determine if there are any records that are not at issue for this review and which can be disclosed to you sooner.

If you have any questions or concerns regarding the review process, please contact the OIPC at:

Information and Privacy Commissioner

PO Box 9038 Stn Prov Govt

4th Floor, 947 Fort Street

Victoria BC V8W 9A4

Telephone 250 387-5629

Fax 250 387-1696

This number can be reached toll-free by calling from Vancouver, 604 660-7867, or from elsewhere in BC, 1 800-663-7867 and asking to be transferred to 250 387-5629.

If you have any questions regarding your request, please contact [PRIMARYUSERNAME], the analyst assigned to your request, at [PRIMARYUSERPHONE]. This number can also be reached toll-free at 1 833 283-8200. Please provide the FOI request number, found at the top right of the first page of this letter, in any communications.

Sincerely,

[PRIMARYUSERNAME], [PRIMARYUSERTITLE]

Information Access Operations