# File: 292- 30/[REQUESTNUMBER]

Your File: [REFCUSTOMFIELD60]

# [TODAYDATE]

# Sent via email: [RQREMAIL]

[RFNAME] [RLNAME]

[COMPANY]

[STREET1]

[STREET2]

[CITY] [STATE/PROVINCESHORT] [ZIP/POSTALCODE]

Dear [RFNAME] [RLNAME]:

# Re: Request for Access to Records

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

I am writing further to your request received by the Ministry of Attorney General. Your request is for:

*[REQUESTDESCRIPTION]*

Please be advised that in order to access records held by the Family Maintenance Enforcement Program (FMEP) you can contact your enforcement officer at the FMEP or log onto your FMEP web account where much of the information is available to you. You can contact the Victoria FMEP office by calling 250-220-4040 or 1-800-663-3455. I have enclosed a list of documents that maybe available to you directly from FMEP.

Section 79 of FOIPPA states that in limited circumstances the application of FOIPPA can be overridden by other legislation. Access to the records you have requested is therefore denied pursuant to section 43(1) of the Family Maintenance Enforcement Act. Complete copies of FOIPPA and the *Family Maintenance Enforcement Act* are available online at:

<http://www.bclaws.ca/civix/document/id/complete/statreg/96165_00>

<http://www.bclaws.ca/civix/document/id/complete/statreg/96127_01>

Regarding any further records please contact our office at 250-387-1321. This number can also be reached toll-free at 1 833 283-8200.

Your file with our office is now closed.

You have a right to request a review of the Ministry’s response to your request. Please note you have 30 business days to request a review. I have enclosed information on the review and complaint process.

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.

1. You have the right to ask the Information and Privacy Commissioner to review this decision. I have enclosed information on the review and complaint process.
2. Sincerely,

[PRIMARYUSERNAME], [PRIMARYUSERTITLE]

1. Information Access Operations
2. Enclosures

# How to Request a Review with the

# Office of the Information and Privacy Commissioner

If you have any questions regarding your request, please contact the analyst assigned to your file. The analyst’s name and telephone number are listed in the attached letter.

Pursuant to section 52 of the *Freedom of Information and Protection of Privacy Act* (FOIPPA), you may ask the Office of the Information and Privacy Commissioner to review any decision, act, or failure to act with regard to your request under FOIPPA.

**Please note that you have 30 business days to file your review with the Office of the Information and Privacy Commissioner. In order to request a review please write to:**

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

If you request a review, please provide the Commissioner's Office with:

1. A copy of your original request;
2. A copy of our response; and
3. The reasons or grounds upon which you are requesting the review.

**FAMILY MAINTENANCE ENFORCEMENT PROGRAM**

**Personal Information Routinely Released to Clients**

Where a written request is received, the following information may be released to the person to whom the information relates to and if the personal identification number (PIN) and FMEP case number are provided.

**PAYOR**

* Payment information - Account Statement, Statement of Payments Disbursed, and Enforcement Order Details
* List of Payments completed by the recipient at enrolment or affidavit of arrears from the reciprocating jurisdiction
* Expense Arrears Calculation Form completed by the recipient and copies of receipts
* Case status
* List of enforcement actions already taken, if they have reached the procedural stage where the payor is advised of enforcement, and copies of enforcement documents
* Court date/location
* Terms of court orders or agreements
* Copy of court orders or agreements
* Mailing address FMEP regional office
* Court file location
* Mailing address of payor as shown on the FMEP case file
* Name of recipient as required for purpose of sending payments
* Forms completed by payor
* Review of Child’s Circumstances Form completed by the recipient (5-17-6)
* Special Expenses Form completed by the recipient, with copies of receipts (5-29-3)
* Correspondence sent to payor; correspondence received from the payor
* E-messages sent to payor; e-messages received from the payor

**RECIPIENT**

* Payment information - Account Statement, Statement of Payments Disbursed, and Enforcement Order Details
* Case status
* List of current and past enforcement actions
* Search status (not including specific results)
* Court date/location
* Terms of court orders or agreements
* Copy of court orders or agreements
* Mailing address of FMEP regional office
* Court file location
* Name of jurisdiction where payor lives or where enforcement will occur
* Forms completed by the recipient
* Correspondence provided by the recipient and letters sent to the recipient
* E-messages sent to the recipient; e-messages received from the recipient