Date

Name
Title
Address

Dear [FOI or ATIP Officer],

I am writing to file a request for records pursuant to sections 4(1) and 6 of the Canadian *Access to Information Act*, R.S., 1985, c. a-1. Specifically, I am requesting the following:

1.   **All records**—including but not limited to draft and final versions of policies, guidelines, meeting agendas, meeting minutes or notes, briefing notes, technical specifications, training documents, bulletins, memoranda, executive summaries, slide decks, handouts, handwritten notes, preparatory notes, notes from phone calls, faxes, reports, diagrams, studies, surveys, contracts, budgets, financial documents, and all internal and external correspondence, including e-mail—produced **between January 1, 2013 and November 1, 2018**, that contain **discussion of or reference to the use of:**
     a.   **Algorithms, algorithmic decision-making, algorithmic analytics, algorithmic analysis, or automated analysis;**
     b.   **Algorithmic risk assessment or algorithmic risk analysis;**
     c.   **Predictive analytics, predictive analysis, predictive modelling, predictive intelligence;**
     d.   **Machine learning, deep learning, neural networks, artificial intelligence, "big data"- or data-driven intelligence;**
     e.   **Social media monitoring, social media analytics; and/or**
     f.   **Facial recognition**

For the purposes of <u>collecting, managing, analyzing, or assessing data and information</u> related to <u>monitoring, investigating, or responding to criminal activity, suspected criminal activity, and/or predicted criminal activity</u>.

2.   **All records**—including but not limited to draft and final versions of policies, guidelines, meeting agendas, meeting minutes or notes, briefing notes, technical specifications, training documents, bulletins, memoranda, executive summaries, slide decks, handouts, handwritten notes, preparatory notes, notes from phone calls, faxes, reports, diagrams, studies, surveys, contracts, budgets, financial documents, and all internal and external correspondence, including e-mail—produced **between January 1, 2013 and November 1, 2018**, that contain **discussion of or reference to the use of:**
     a.   **Algorithms, algorithmic decision-making, algorithmic analytics, algorithmic analysis, or automated analysis;**
     b.   **Algorithmic risk assessment or algorithmic risk analysis;**
     c.   **Predictive analytics, predictive analysis, predictive modelling, predictive intelligence;**
     d.   **Machine learning, deep learning, neural networks, artificial intelligence, "big data"- or data-driven intelligence;**
     e.   **Social media monitoring, social media analytics; and/or**
     f.   **Facial recognition**

For the purposes of <u>making determinations about an offender or suspected offender, accused, defendant, prisoner, or convicted individual, including but not limited to for purposes of correctional services, remand, bail, sentencing, inmate security classification, risk assessment, or parole</u>.

3.   **All records**—including but not limited to draft and final versions of policies, guidelines, meeting agendas, meeting minutes or notes, briefing notes, technical specifications, training documents, bulletins, memoranda, executive summaries, slide decks, handouts, handwritten notes, preparatory notes, notes from phone calls, faxes, reports, diagrams, studies, surveys, contracts, budgets, financial documents, and all internal and external correspondence, including e-mail—produced **between January 1, 2013 and November 1, 2018**, that contain discussion of or reference to **any of the following:**

a. **Predictive policing**
b. **Proactive policing**
d. **Intelligence-led policing**
e. **Algorithmic policing**
f. **Big data policing**
h. **Predicting criminal "hot spots"**
i. **Policing algorithms**
j. **Evidence-based policing**
k. **Proactive patrol management**

If possible, please send any meaningful portion of responses to any of the above items as soon as they are complete, rather than waiting until all of the information for the entirety of this request has been compiled.

If a full response will take more than thirty days to complete, please send, as an initial interim disclosure, a list of the documents that will be disclosed in response to the request.

I would prefer to receive all records electronically, in a readable computer format. Please send them by e-mail to the following two addresses:

cynthia@citizenlab.ca
yolanda.song@utoronto.ca

Please find enclosed the $5.00 fee. I look forward to a response in the next thirty days, as provided for in section 7(a) of the *Act*. I would also greatly appreciate acknowledgement of your having received this request, if the response will take more time.

Please feel free to contact me if any clarification is needed or if it would help to fulfill or expedite the response to this request. I would be pleased to discuss further and assist.

Yours truly,