



Jonathan Co <mr.jonathan.co@gmail.com>

URGENT: CLARIFICATION OF SCOPE – PIPA Request dated October 22, 2025

Jonathan Co <mr.jonathan.co@gmail.com>

Thu, Nov 27, 2025 at 12:28 PM

To: Michelle Sherman <michelle.sherman@s3s.com>, Carol Burke <carol.burke@s3s.com>

Applicant: Jonathan Co

Statutory Deadline: December 6, 2025

Dear Ms. Sherman and Ms. Burke,

Further to my records request of October 22, 2025, and following my review of the partial disclosure provided on November 21, 2025, I am writing to clarify the scope of my request under Section 24 of the **Personal Information Protection Act (Alberta)**.

Rationale for Clarification:

The purpose of this additional request is to verify the integrity, completeness, and accuracy of my personal record. Specific discrepancies exist between the documents I viewed during my employment and the digital copies provided post-termination (specifically the "Dear Rollins" salutation error and the content of the June 18 disciplinary note).

To ensure compliance, I require the following **technical records** to authenticate the timeline of my file.

1. FORENSIC AUTHENTICATION OF DISPUTED RECORDS

I formally contest the timestamp accuracy of the termination letter and disciplinary notes provided. To verify that these documents were not altered or created retroactively to justify termination, I require the following:

A. The Disciplinary Documents (The Content) I require the **native electronic files** (e.g., .DOCX Word files) for the following records to verify the "Date Created" and "Last Modified" XML metadata:

- All Disciplinary Consultations (Dated Feb 21, 2025)
- Disciplinary Consultation (Dated June 18, 2025)
- Disciplinary Consultation (Dated Aug 5, 2025)
- Disciplinary Consultation (Dated Oct 10, 2025)
- Termination Letter (Dated Oct 22, 2025)
- Employment Letter (Dated Jan 3, 2024)

B. The Transmissions (The Proof of Delivery) I request the **native email files** (.msg or .eml format) for the emails allegedly sending the above documents to my employee email address.

- **Rationale:** I contest that these documents were provided to me contemporaneously. I require the native email files to verify the server timestamps, internet headers, and delivery receipts. **Do not provide PDF scans of emails.**

Format Requirements:

- **If hosted on Cloud (SharePoint/OneDrive/Google):** Provide a screenshot or export of the "Version History" log showing all edits from the document's creation date to present.

- **If hosted on Local Network:** Provide the **native .DOCX file**. Do not provide a "Save As" copy. I require the file with original XML "Date Created" and "Last Modified" metadata intact.
- **If generated by HR System (BambooHR/Workday):** Provide the "Audit Trail" for the specific event, showing when the note was *first* entered into the database.

2. AUTHENTICATION OF EMPLOYMENT CONTRACT

I question the authenticity of the Employment Agreement provided by Ms. Burke on November 4, 2025, which contained the erroneous salutation "Dear Rollins." I also note that a version of this agreement was sent to me by Ms. Sherman prior to my termination.

Requirement: To establish the chain of custody and version control, I request the **native email files (.msg or .eml format)** for:

- The email sent by **Michelle Sherman** on or about **October 13, 2025**.
- The email sent by **Carol Burke** on **November 4, 2025**.

Rationale: I require these native files to compare the timestamps and "Last Modified" metadata of the attachments in both transmissions to verify if the contract was altered between October 13 and November 4.

3. SYSTEM AUDIT LOGS (Barriers to Performance)

I was terminated for "failure to submit timecards" during a period where my access was restricted. This information constitutes "personal information" regarding my ability to perform work duties.

- **Requirement:** I request a complete export of **ALL** data and the System Audit Log for my specific User Profile in the timekeeping system for the period of **Jan 5, 2024 - Oct 22, 2025**. This log must show:
 - The timestamp and User ID associated with the **"Lock"** status placed on my account.
 - The timestamp and User ID associated with the **"Request to Unlock"** status placed on my account.
 - The timestamp and User ID associated with the **"Unlock"** status (if any).
 - Any administrative overrides performed by Manager John Gonzales.

4. OHS & SAFETY RECORDS (SafetyCulture Data)

I request a complete export of **ALL** data associated with my User Profile in the **SafetyCulture App**.

- **Requirement:** This includes all "Hazard IDs," "Safety Observations," and "Near Miss" reports submitted by me or naming me, specifically regarding the chemical exposure incident in July 2025.
- **Audit Trail:** Include any logs showing edits or deletions made to these specific reports by management after submission.

5. COMMUNICATIONS & DECISION MAKING

Under PIPA, "personal information" includes opinions formed about an individual and the decision-making process regarding their employment.

- **Requirement:** I request copies of internal emails (**native email file .msg or .eml format**), Teams/Slack messages, or text messages exchanged between **John Gonzales, Michelle Sherman, Danielle**

Schwartz, and Steven Granberg regarding:

- **Family Status & Scheduling:** Communications regarding my family obligations, requests for accommodation, or parental leave between **October 9, 2024, and October 22, 2025**.
 - *Specific Focus:* This must include the period of **July 14, 2025 – July 31, 2025** (the "18-day consecutive work period").
- **Safety Advocacy:** Communications referencing the "confined space" meeting on **January 9, 2025**, the "hydraulic fittings" meeting on **February 20, 2025**, and the chemical exposure incident/PPE procurement on or around **July 20-22, 2025**.
- **Termination Deliberations:** All correspondence regarding the decision to terminate my employment, including drafts of the termination letter and any correspondence regarding the "Dear Rollins" contract error noted on **November 4, 2025**.
- **ROE & Administration:** Internal correspondence regarding the issuance, delay, and correction of my Record of Employment (ROE) between **September 11, 2025, and November 5, 2025**

6. COMPARATIVE ENFORCEMENT DATA

To establish the standards of policy enforcement applied to my personal information, I request:

- **Attendance Logs (Anonymized):** Shift logs or sign-in records indicating the arrival times of management and peers on May 16, May 28, July 10, July 22, July 27, August 9, October 16, and October 22, 2025.
- **Note:** If specific names must be redacted for privacy, I request the anonymized time data to verify if other employees were disciplined for lateness on these dates.

7. NOTICE OF PRESERVATION OF EVIDENCE

Please take notice that this matter involves potential litigation regarding Wrongful Dismissal, OHS Reprisal, and Human Rights violations.

You are legally obligated to preserve all relevant evidence. You are hereby placed on notice to suspend any automatic deletion policies regarding:

- My email account and digital workspace.
- Surveillance video from the workplace (specifically Feb 21, July 20, and Oct 22, 2025).
- System audit logs (Jira, Humi, SafetyCulture, Alta Open, S3S Portal).
- **Metadata associated with the files requested above.**

Any destruction, modification, or failure to preserve these records will be treated as spoliation of evidence.

OBLIGATIONS & SEVERABILITY

Under section 24(3) of PIPA, if you are unable to disclose specific information because it contains information about another individual or is subject to legal privilege, you are required to sever (**redact**) that information and provide the remainder of the record.

If you refuse access to any part of the requested information, you must provide the specific legal reasons for the refusal under section 26.

I look forward to receiving the complete records by **December 6, 2025**.

Regards,

Jonathan Co