

April 19, 2012

Dear \_\_\_\_\_,

Re: Access to Information Request #2012G-17 FOI Efficiencies

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Thank you for your access to information request received on April 17, 2012, requesting access to:

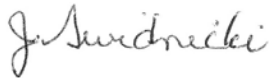
“...records related to any initiative over the past year to improve processing time and efficiency of handling of freedom of information requests.”

We have processed your access request and the records responding to the request are attached. Pursuant to section 8 of *The Local Authority Freedom of Information and Protection of Privacy Act* (the Act), some of the information contained in the attached has been deleted because it is personal information. Access to this information is denied pursuant to section 28(1) of the Act. For your information, I have included a copy of all above-noted sections of the Act.

In 2011 the City’s focus was on privacy but we have provided two documents outlining the City’s initiatives over the last few years with regard to both access and privacy. Other initiatives taken over the last few years for improving the processing of freedom of information requests include: creation and use of template letters and corresponding via e-mail wherever possible to expedite the handling of requests.

If you have any questions or require additional information, please contact Darlene Loucks, Access to Information and Privacy Coordinator at (306) 777-7070 or by email at [dloucks@regina.ca](mailto:dloucks@regina.ca).

Yours truly,



Joni Swidnicki  
City Clerk

Enclosure(s)  
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**NOTE:** If you would like to exercise your right to request a review of this decision, you may do so by completing a Request for Review form and forwarding it to the Saskatchewan Information and Privacy Commissioner within one year of this notice. If you require a copy of this form please contact us or you may contact the Office of the Information and Privacy Commissioner directly at (306) 787-8350.