

Email: [REDACTED]

February 21, 2024

CONFIDENTIAL

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Dear [REDACTED]

Re: Access to Information Request #2023-194 COP 28

This is further to your access to information request received by the City on December 7, 2023, interpreted as follows:

Date range: Oct. 1, 2023, to Dec. 4, 2023

Provide a copy of all memos, briefing notes and itineraries prepared for or received by Mayor Sandra Masters office for the mayor's trip to Dubai for COP28.

Restrict the emails pertaining to the above to those sent or received by Mayor Sandra Masters or her office's communications team, which should include:

- Lauren Neumann, Communications & Public Affairs Advisor.
- Dawn Kobayashi, Chief of Staff.

Duplicate material should be excluded.

We have processed your access request and records relevant to the request are attached.

If you wish to exercise your right to request a review of this decision, you may complete a Request for Review form and forward it to the Saskatchewan Information and Privacy Commissioner within one year of this notice. You may contact the Saskatchewan Information and Privacy Commissioner at 306-787-8350.

Responses to requests may be published on the Regina Open Data website at the City's discretion. All information/data is handled in accordance with LA FOIP. Your identity as the applicant is protected. Published requests will be available on the Open Data website at <http://open.regina.ca/> a minimum of three business days following release to you.

If you have any questions, please contact Jessee Cole at 306-777-7058 or by email at lafoip@regina.ca.

Yours truly,

A handwritten signature in black ink, appearing to be 'Jim Nicol', written in a cursive style.

Jim Nicol
City Clerk

/jc

Enclosure