



## Growth, Enterprise and Trade

Financial & Administrative Services  
Suite 900 - 259 Portage Avenue  
Winnipeg, MB R3B 3P4

July 18, 2016

Applicant Name  
Applicant Address

Dear Applicant:

**Re: Your request for access to information under Part 2 of *The Freedom of Information and Protection of Privacy Act (FIPPA)* - Our File Number G2016-030**

On June 17, 2016, the Department of Growth, Enterprise and Trade received your request for access to the following records:

*"All records reflecting costs that pertain to the most recent government transition. This includes direct costs related to recruiting, hiring, and relocation allowances as well as office renovation and staff relocation, office supplies, and departmental consolidation instances when departments were combined."*

Direct costs for transition are not specifically tracked by government departments; however, we have conducted a search on the costs you have identified and access has been granted in full to the following information.

### **Recruiting and Hiring related to transition**

Regarding the recruiting and hiring of staff, the following information is published and available to the public according to provisions in *The Civil Service Act* for the technical appointment of political staff. Political staff are appointed by an Order in Council under Section 32 of the Act:

#### ***Appointment of deputy ministers, etc., and other technical officers***

*32 Unless they are appointed by Act of the Legislature, the Lieutenant Governor in Council shall appoint*

*(a) deputy ministers, the Clerk of the Executive Council, the Clerk of the Legislative Assembly, and other technical officers; and*

.../2

*(b) the members, or members of the board of management or boards of directors, of agencies of the government with respect to which any provision of this Act has been brought into force.*

***Regulations respecting technical officers***

*33(1) The commission shall make regulations designating the positions that shall be deemed to be those of technical officers.*

Schedule A of *The Technical Officers Designation Regulation* designates positions that are deemed to be those of technical officers:

*2(1) For the purposes of subsection 33(1) of the Act, the following positions are designated as positions deemed to be those of technical officers:*

- (a) executive assistants;*
- (b) special assistants;*
- (c) special advisors;*
- (d) staff of the Executive Council appointed pursuant to section 32 of the Act;*
- (e) any positions selected for appointment pursuant to s. 32 of the Act from among those positions and classifications designated as being excluded from the terms of any collection agreement.*

Orders in Council include the name, position and salary range of technical officers. Orders in Council from May 2, 2016 to present are available online, and they may be found on the Manitoba Government website here:

<http://oic.gov.mb.ca/oic/>

**Office and Staff Relocation**

Costs incurred for purchases and/or renovations related to office and staff relocations at the Legislative Building are funded by the Accommodations Services Division and will be provided by the Department of Finance.

**Other Costs**

This table provides costs up to and including June 23<sup>rd</sup> identified as specific costs related to the government transition. Some invoices have not yet been paid and we therefore do not have an actual record of these expenses. We have indicated where some are estimated costs.

<b>Expenditure</b>	<b>Actual Costs</b>	<b>Commitment (ordered - awaiting invoice)</b>
Telecommunications (phones, ipads, a/v equipment, etc)	\$206.38	
Furniture and furnishings	\$0	
Dept. name change to email accounts		\$560.00 (approx.)
Signage	\$0	
Business cards, letterhead, etc.	\$1,015.45	\$150.00 (approx.)
Other	\$125.00	\$700.00 (approx.)
<b>TOTAL</b>	<b>\$1,346.83</b>	<b>\$1,410.00 (approx.)</b>

Subsection 59(1) of *The Freedom of Information and Protection of Privacy Act* provides that you may make a complaint to the Manitoba Ombudsman about this decision. You have 60 days from the receipt of this letter to make a complaint on the prescribed form to:

Manitoba Ombudsman  
750 – 500 Portage Avenue  
Winnipeg MB R3C 3X1  
204-982-9130  
1-800-665-0531

If you have any questions, please do not hesitate to contact either Jo-Anne Lodon (Access Co-ordinator) at 204-945-4823 or myself at 204-945-3675.

Yours truly,



Melissa Ballantyne  
Access Officer

cc: James Wilson  
bcc: Michael Juce