

FW: PST Files: Fair Hydro Plan

From: "Ponte, Judith (MEDG/MRIS)" <judith.ponte@ontario.ca>
Date: Mon, 24 Jul 2017 13:53:39 -0400

Gentle reminder – please confirm whether or not you’ve used PST files to archive materials before EOD today.

Thanks!

Judith Ponte
416-326-0562

From: Ponte, Judith (MEDG/MRIS) **On Behalf Of** Burns, Robert (MEDG/MRIS)
Sent: July-19-17 12:27 PM
Cc: Ponte, Judith (MEDG/MRIS)
Subject: PST Files: Fair Hydro Plan
Importance: High

You have been identified as a custodian of documents relevant to a request by the Auditor General for all communications and material on the accounting/financing for the Fair Hydro Plan between December 1, 2016 and May 31, 2017.

Infrastructure Technology Services has assisted us in collecting most records, which means that staff members have not had to search and produce the records located on OPS servers that are responsive to our search. However, we understand that some people use PST files and store them on local drives. In order to be responsive to the Auditor General’s request, we are required to include these documents for the Auditor General.

If you use PST files to archive your materials, please advise Judith Ponte (Judith.ponte@ontario.ca) no later than 5 pm on Wednesday, July 19th. We will then assist you in producing these records to meet our obligations of the search.

Thank you for your assistance.

Robert Burns
Chief Administrative Officer & Assistant Deputy Minister

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