



Region 4 Headquarters

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12 September 2017

Jay

By email: fyi-request-6529-3ddb75f5@requests.fyi.org.nz

Dear Jay

Information Request – Call Log for F2366716

I am writing to acknowledge receipt of your information request dated 11 September 2017, regarding: Call Log for F2366716.

- In accordance with section 15 of the Official Information Act 1982 we will try to respond to your request as soon as possible and in any event no later than 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

We require further information to clarify, or to enable us to process, your request. This call log does not relate to an Incident Report for a fire. It is the number given to a Company in Christchurch lodging their Trial Evacuation Scheme. Would you please clarify you are requesting a copy of this Trial Evacuation Scheme or if the call log number you gave us is incorrect. If the call log number is incorrect, please advise the address of the property where the fire incident took place, and the date of this incident, to enable us to send you the information you require.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'K. Peterson'.

Kim Peterson
Regional Business Services Manager