



Cayman Islands Government Freedom of Information Unit

Information Managers FOI Forum



AGENDA

Marriott Resort Grand Cayman

**Wednesday 19th November, 2008
1:30pm – 5:00pm**

1. Welcome 1:30pm – 1:40pm
2. FOI Regulations & Preparations for FOI Requests 1:40pm – 2:15pm
 - Ms. Natasha Bodden, FOI Policy Analyst
3. FOI IT Tracking System & FOI Email Addresses Updates 2:15pm – 2:30pm
 - Computer Services Department
4. E-Pub Schemes, Internal Procedures & Disabilities Guidelines 2:20pm – 3:00pm
 - Mr. Michael Johnston, Project Manager
5. Coffee Break 3:00pm – 3:15pm
6. Practical Examples 3:15pm – 4:15pm
 - Mrs. Carole Excell, FOI Coordinator
7. Expectations of the FOI Law 4:15pm – 4:45pm
 - Guest Speaker Ms. Wendy Ledger, Cayman News Service
8. Discussion & Wrap-up 4:45pm – 5:00pm
 - Mrs. Carole Excell, FOI Coordinator