



# Cayman Islands Government Freedom of Information Unit

## Information Managers FOI Forum



### AGENDA

**Marriott Resort Grand Cayman**

**Wednesday 19<sup>th</sup> November, 2008  
1:30pm – 5:00pm**

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