

**Klachkova, Anastasiya (CSC/SCC)**

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**From:** Carver Regan (PRA)  
**Sent:** March 5, 2021 12:24 PM  
**To:** Chenier Irene (ONT)  
**Cc:** Clement Chris (NHQ-AC); Brewer Gina (NHQ-AC); GEN-NHQ HS Finance; Poirier Sylvie (NHQ-AC)  
**Subject:** RE: Covid - PPE purchasing \*\* require information asap \*\*

Hi all – see my comments in red below. In regards to items from the PPE catalogue – I’m not sure how they are invoiced/paid.

As always let me know if there is anyway I can further assist – and feel free to call me if it’s easier to chat for details vs writing. Of course we can also further discuss on the Monday morning call that is scheduled.

Regan

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**From:** Chenier Irene (ONT) <Irene.Chenier@CSC-SCC.GC.CA>  
**Sent:** March 5, 2021 10:22 AM  
**To:** Carver Regan (PRA) <Regan.Carver@CSC-SCC.GC.CA>  
**Cc:** Clement Chris (NHQ-AC) <Chris.Clement@CSC-SCC.GC.CA>; Brewer Gina (NHQ-AC) <Gina.Brewer@CSC-SCC.GC.CA>; GEN-NHQ HS Finance <HSFinance.GEN-NHQ@CSC-SCC.GC.CA>; Poirier Sylvie (NHQ-AC) <Sylvie.Poirier@CSC-SCC.GC.CA>  
**Subject:** Covid - PPE purchasing \*\* require information asap \*\*  
**Importance:** High

Hello Regan,

Once again, we are working on the forecast for the COVID supplies and NEED to confirm figures. We are very close to year end which makes it extremely important for us to firm up the numbers that we currently have. An invitation to discuss has been sent for Monday morning, we will need concrete answers as we are running out of time to provide Corporate with accurate figures for the Financial Situation report.

We have the following items that we need to discuss;

- 1) PSPC surgical masks – current forecast \$2,480,000 (4,000,000 @ \$0.62 each)  
According to earlier discussions, we received 500,000 in November, we asked for 500,000 December and 700,000 in January (might have been from NESS) – are we to expect an invoice for these 1,700,00 masks. We need to know if we will be spending any of the \$2,480,000. The 500K from Nov were ordered by Emily from the PPE catalogue and she distributed directly to the regions from PSPC (they didn’t go to Depot). The 500K and 700K (Dec/Jan) were from the NESS – and they indicated they would not be seeking financial compensation or replacement of product. I sent email today from the NESS contact to the gen finance account for your records of this. The remainder of this order (2.3 million masks) is not proceeding as we have submitted a new request for 5 million level 2 masks (referred to below).
- 2) PSPC Gloves ordered 1,368 (various sizes) \$53,762.40 email from you dated Jan 13<sup>th</sup> confirms that we received delivery and we distributed to the regions – no PO created or invoice received? Are we expecting an invoice? Emily placed and distributed this order through the PPE catalogue I believe – so whatever process is in place financially for those types of orders would be what I expect for this item.
- 3) PSPC Gloves ordered 9,000 XS for a total of \$1,179 email from you dated Jan 13<sup>th</sup> confirms that these were also received and distributed – no PO created or invoice received? Are we expecting an invoice? Another item that Emily ordered – I believe it was a “left over” item from the PPE catalogue (cleaning out stock?) so we took them,

and I distributed them out to the regions once they arrived at the Depot. Again whatever billing process is in place for the PPE catalogue would be what I would expect.

- 4) PSPC level 2 masks – just received an email that we should expect delivery of 1,512,000 before March 31<sup>st</sup> with the possibility of receiving more – can you confirm what “more” might look like? Since we appear to have funding available for year end, I would like for CSC to take as many as PSPC can deliver, but I know the Depot is already fairly full, so perhaps Gina has some thoughts about this item also. Guessing it would not be the entire 5 million, but perhaps we can accept another 500,00 – 1,000,000 masks?
- 5) PSPC Gloves ordered 300,000 XS and XXL - \$41,268 – can you confirm this order was placed and if so did we received, no PO or invoice? This order remains pending with PSPC (not from the PPE catalogue), and at present I am not sure if they will be able to deliver these particular sizes, and if they are able to deliver, when that may be. There are bigger issues going on presently with the ethical concerns of gloves coming from Asia.
- 6) Corcan PO # 3505753 masks – was it determined what amount we will be paying Corcan for the PO? Stopped producing and shipping? Corcan is still working on providing final numbers to us for the 750,000 protective masks – but all the medical masks are completed so expect to pay for the remainder of the product. The protective masks are the ones they are still working on the final numbers for – and what we will do with the outstanding purchase order. I believe we will be paying for the product already made and partially made, and asking if we can just cancel the remainder of the purchase order (but this is to be confirmed via discussion with Chris and the ACHS and then communicated to Corcan in the hopes they agree to our request). Please see info Corcan provided to me earlier this week below, they are aware we do not want any more protective masks produced by them currently.

1)-A421-65-01 Surgical Face Mask Disposable Blue (level 2) - (25 units per bag) :

250 000 of these masks were initially ordered on PO 3505753.

There are 51700 masks remaining to invoice, these have been produced in full and will be invoiced for total amount of **\$77 550** (51 700 units at \$1.50).

Please confirm whether you want these shipped or stored at our warehouse in Laval, Qc. If you would like us to ship them, simply confirm ship to address and we will have them sent out asap.

2)-A421-65-05 Protective Face Mask Disposable White and blue:

750 000 of these masks were initially ordered on PO 3505753.

241 800 have already been shipped and invoiced.

We currently have 121 270 of these masks completed in full and remaining to invoice for total amount of **\$181 905**.

There will be a remaining quantity of 386 930 units to produce, ***please confirm whether you want us to move forward with production of this remaining quantity.***

Also, please confirm whether you want this quantity of 121 270 shipped or stored at our warehouse in Laval, Qc. If you would like us to ship them, simply confirm ship to address.

If you have any questions/concerns, please do not hesitate to contact me.

***Irène Chénier*** 

Health Services Analyst/Analyste au Service de Santé

Correctional Service of Canada/Service Correctionnel du Canada

***NHQ***

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