

**Proulx, Philip**

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**From:** Swan, Jennifer  
**Sent:** Sunday, March 29, 2020 4:18 PM  
**To:** Axiotis-Perez, Alex; Malinoski, Brooke; Thalmann, Brett; Proulx, Philip  
**Subject:** Fwd: Two off-cycle notes

FYI - we will review upon receipt and determine whether covers are required.

Sent from my iPhone

Begin forwarded message:

**From:** "Kempton, Laurie-Anne" <Laurie-Anne.Kempton@pco-bcp.gc.ca>  
**Date:** March 29, 2020 at 3:59:28 PM EDT  
**To:** "Swan, Jennifer" <Jennifer.Swan@pmo-cpm.gc.ca>  
**Subject:** Two off-cycle notes

Hi Jennifer -

We expect to have two off-cycle notes for PMO today (one is ready to go, electronically approved by the Clerk)

The one that is ready now is about PPE and Supply.

The one for later is about the purchase of masks.

Hard copies will go to the PM tomorrow morning but could you please tell me who in PMO should receive the notes tonight?

Thanks

L

Sent from my iPhone