

Privacy Policy

Intergovernmental Affairs

Privacy Policy

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Approved By: Judith Sullivan-Corney



Signature

I POLICY STATEMENT

It is the policy of the Department of Intergovernmental Affairs that it will ensure adherence to the privacy protection provisions of the *Freedom of Information and Protection of Privacy Act*, the *Personal Information International Disclosure Protection Act*, the Government Privacy Policy and other applicable legislation. The Department of Intergovernmental Affairs will uphold the principles of transparency, custodianship and shared responsibility established in the Government Privacy Policy, as it relates to the collection, use and disclosure of personal information.

II DEFINITIONS

For the purposes of this policy, the following definitions shall apply:

Employee - An individual in the employ of, seconded to, or under personal service contract to Intergovernmental Affairs and their volunteers, students, and interns who have access to records.

Personal information - As defined in clause 3(1)(l) of the *Freedom of Information and Protection of Privacy (FOIPOP) Act*, "recorded information about an identifiable individual, including:

1. the individual's name, address or telephone number
2. the individual's race, national or ethnic origin, colour, or religious or political beliefs or associations,
3. the individual's age, sex, sexual orientation, marital status or family status,
4. an identifying number, symbol or other particular assigned to the individual,
5. the individual's fingerprints, blood type or inheritable characteristics,
6. information about the individual's health-care history, including a physical or mental disability,
7. information about the individual's educational, financial, criminal or employment history,
8. anyone else's opinions about the individual, and
9. the individual's personal views or opinions, except if they are about someone else"

