

3.28 - Privacy - Policy

Section: Human Resources
Subject: Privacy
Policy: 3.28
Approved: February 5, 2008
Revised: November 1, 2015

Carlton Trail College shall comply with the protection of personal information provisions of the *Local Authority Freedom of Information and Protection of Privacy Act and Regulations*.

The VP Administration shall serve as Privacy Officer charged with administering the protection of personal information in compliance with Carlton Trail College's privacy principles.

3.28 - Privacy - Procedure

Section: Human Resources
Subject: Privacy
Procedure: 3.28
Approved: February 5, 2008
Reviewed: May 21, 2013
Revised: November 1, 2015

All requests for personal information that fall outside the provisions of the *Local Authority of Information and Protection of Privacy Act and Regulations* must be referred to the Privacy Officer.