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Personal Heal h Informa ion Pro ec ion Ac (PHIPA)

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## Principles

- 1. Accompability: The Director of Education is accompable for the action taken and decisions made inder MFIPPA and ensires there is or ersight of and compliance, it his privacity policity.
- 2. Iden if ing P rposes: The HCDSB onl collects personal information, hen it is necessar for pro-iding ed cation for students and/or the emplo ment of school board emplo ees, or as required and a thoried bilat.
- 4. Limi ing Collection, Use Disclosting and Retention: The HCDSB, ill onlicollecting personal information of hat, hich is needed for the purposes identified by the HCDSB as, ell as for fair and lateral purposes. The HCDSB, ill restriction has see of personal information for the purpose 7 (or)1.7/: T 1.355.9 (1/T 0.907 0 Td()Tj/T1\_0 1 Tf0.01202 0 Td()Tj-1)2.5 (,)0.5 (f)0.012



## Responsibili, ies

- Director of Edication
  The Director of Edication is responsible for ensiring there is a Privaci program that complies, it has principles of the Minicipal Freedom Information Protection Privaci Act.
- Senior Manager IT Serices: The Senior Manager, IT Serices is responsible for ensiring IT s aff follog the Secirity Breach Proced re and for establishing and main aining an IT riage and escalation process.
- Pricac Records Information Management Office:
  Pricac Records Information Management Office is responsible for all aspects of the HCDSB's Pricac program, incl. ding polic de elopment and maintenance, training and a areness.
- Emplo ees, Tr. s\_ees and Third Par\_ies: All HCDSB emplo ees, r. s\_ees and hird par\_ies are responsible for he managemen, and safekeeping of personal information, sing digital resources sective and folloping he Sective Transformation in the section of the sect

APPROVED: Reg lar Mee ing of he Board

AUTHORIZED BY:

Chair of he Board