

ROYAL ROADS UNIVERSITY

BOARD POLICY

Title: Freedom of Information and Protection of Privacy

Policy #: D 1110

Effective Date: November 15, 2005

Board Policy Statement

For the purposes of administering the *Freedom of Information and Protection of Privacy Act*, the President is designated as the “head” of the public body.

The Board of Governors gives authority to the Vice-President of Operations and Learning Support to perform any duty or exercise any function of the head of the public body as required by the *Act*.

The Board of Governors may set any related fees as provided under the *Act*.

Philosophy

Royal Roads University will implement the *Act* in accordance with a high standard of administrative efficiency.

President’s Responsibilities

The President will ensure that standards, procedures, personnel and processes are in place to effect this policy.

Information, Action and Monitoring Requirements for the Board

The President will report annually on administration of the policy.

RELATED DOCUMENTS:

Freedom of Information and Protection of Privacy Operating Procedures

FACT SHEET

DATES:

15.11.05 Board Approval
15.11.05 Implementation
15.11.08 Review Due (*approval date + three years*)

SOURCE:

Date Approval by Board Motion November 15, 2005