

Title	Freedom of Information and Privacy		
Classification	Board	Oversight & Responsibility	Office of the VP & CFO
Category	Governance & Legal	Effective Date	2005 Nov 15
Approval	Board	Policy No	1027

This policy is applied in a manner consistent with applicable statutory and legal obligations, including university collective agreements and terms of employment.

NOTE: The most up-to-date versions of our policies are posted on the policy & procedure website. If you've printed this policy, check the website to be sure you have the current version.

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.

Review and Revision History

Date	Action
2005-Nov-15	Approved by the Board – current published version
2021-Oct-06	Transfer to new template – no content change
Next Review	
2008-Nov-15	For review