

Privacy Impact Assessment

Autodesk Fusion 360

Form adapted from the BC Government template for Non-Ministry Public Bodies. June 2014

PIA#18-007 (Office of the University Secretariat to assign)

Why do I need to do a PIA (Privacy Impact Assessment)?

Section 69(5.3) of the *Freedom of Information and Protection of Privacy Act* (FIPPA) requires the head of a public body to conduct a privacy impact assessment (PIA) in accordance with the directions of the minister responsible for FIPPA. Public bodies should contact the Information Governance Officer to determine internal policies for review and sign-off of the PIA. If you have any questions about this PIA template or FIPPA generally, please contact Adam Cullum (Information Governance Officer) at adam.cullum@unbc.ca or (250) 960-5139 or visit <http://www.unbc.ca/foippa>.

What if my initiative does not include personal information?

Public bodies still need to complete Part 1 of the PIA and submit it along with the signatures pages to Information Governance Officer even if it is thought that no personal information is involved. This ensures that the initiative has been accurately assessed.

Part 1 – General

Name of Department:	Master of Engineering, Integrated Wood Design		
PIA Drafter:	Ryan Stern		
Email:	Ryan.Stern@unbc.ca	Phone:	N/a Moving to new building
Program Manager:	Guido Wimmers		
Email:	Guido.Wimmers@unbc.ca	Phone:	2509606716

In the following questions, delete the descriptive text and replace it with your own.

1. Description of the Initiative

This is a document on the use of Fusion 360 by Autodesk's 3 year free trial in the context of the Master of Engineering, Integrated Wood Design program. A colleague and I plan to use it to model 3d mechanical assemblies for prototyping, planning and manufacturing.

2. Scope of this PIA

My colleagues and I will be using this software in the short term in the Master of Engineering, integrated Wood Design program.

3. Related Privacy Impact Assessments

N/A

4. All Elements of Information or Data

Intellectual property in the form of 3d designed assemblies

Privacy Impact Assessment

Autodesk Fusion 360

Form adapted from the BC Government template for Non-Ministry Public Bodies. June 2014

PIA#18-007 (Office of the University Secretariat to assign)

Design notes in a cloud service

Perhaps email through the cloud service to comment on changes in an assembly.

Occupational identity and history information / Employment identity and history information about public body employees (non-invasive personal information)

(There will not be any personal information contained in this product through the proposed use of the software and service that would not be releasable to the public.)

If personal information is involved in your initiative, please continue to the next page to complete your PIA.

If no personal information is involved, please submit Parts 1, 6, and 7 to the Information Governance Officer for review. You will receive support completing the remaining steps of the PIA.

AC
INITIATIVE

Part 6 – Information Governance Officer Comments

This PIA is based on a review of the material provided to the Information Governance Officer as of the date below. If, in future any substantive changes are made to the scope of this PIA, the public body will have to complete a PIA update and submit for approval.

Autodesk Fusion 360 software and service can only be used by UNBC employees or in collaboration with other public body employees. If the Master of Engineering, Integrated Wood Design program intends to require, encourage, or provide an option for students or service providers to use Autodesk Fusion 360, an amendment to this PIA will need to be completed to incorporate processes of collecting informed consent.

Autodesk Fusion 360 must not be used to house business sensitive information about UNBC. All use of this service assumes that the Master of Engineering, Integrated Wood Design program is generating information releasable to the public or copyrighted after completion.

AC
INITIALS

Part 7 - Program Area Signatures

Ryan Stern

Name of Individual leading the
Program/Project
*(Normally the individual who
completed the PIA)*

Signature

Date

Guido Wimmers

Program/Department Manager or
Project Sponsor

Signature

Date

Trevor Fuson

Contact Responsible for Systems
Maintenance and/or Security
(if applicable)

Signature

Date

Adam Cullum

Information Governance Officer

Signature

Date

Once the PIA has been approved with or without conditions, the Information Governance Officer will collect signatures from the individuals indicated above. A copy will be provided to all signatories for convenience or to attach to a requisition or file with a contract.

A final copy of this PIA (with all signatures) will be kept on record with the Information Governance Officer.