

Privacy Impact Assessment

Robert McNeel & Associates - Rhinoceros

PIA# 19-001 (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:	Integrated Engineering (IENG)		
PIA Drafter:	Maik Gehloff		
Email:	maik.gehloff@unbc.ca	Phone:	2-6703
Program Manager:	Guido Wimmers (Program Chair)		
Email:	guido.wimmers@unbc.ca	Phone:	2-6716

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

1. Description of the Initiative

Purchase of an educational license for Rhinoceros (<https://www.rhino3d.com/>) an on premise 3D modeling software with parametric programming abilities. The intent is to purchase one faculty license now to get familiar with the software and develop course content, then purchase a lab license likely next year for full teaching implementation.

2. Scope of this PIA

Purchase one faculty license now to get familiar with the software and develop course content, then purchase a lab license likely next year for full teaching implementation.

3. Related Privacy Impact Assessments

n/a

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4. All Elements of Information or Data

The software is purchased for teaching purposes and be used by faculty mainly for demonstration and some collaborative projects. The software installs on the client computer and has no active data transmission with any server other than the license server to validate the user license. It is not Cloud based and no information is stored with the vendor other than license validation tokens. Any Intellectual property potentially be developed with the software is stored at the users' discretion and not on a vendor specific cloud storage platform.

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

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Please ensure Parts 6 and 7 are attached to your submitted PIA.

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.

If changes to the use of Rhinoceros would allow personal information about students to leave the custody and control of UNBC, complete an amendment to this PIA.

ACTIVATED
INITIATED

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Part 7 – Program Area Signatures

Maik Gehloff

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

Signature

Jan 24/2019
Date

Guido Wimmers

Program/Department Manager or
Project Sponsor

Signature

25/01/2019
Date

Dave Kübert

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

Signature

01/29/19.
Date

Adam Cullum

Information Governance Officer

Signature

29/01/2019
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.