

Subject: Re: PIA for BC Assessment data
Date: Tuesday, May 9, 2023 at 12:52:59 PM Pacific Daylight Saving Time
From: Ernest Soares
To: Mark Jordan, Carla Graebner
Attachments: image001.png

Hi Mark,

Good to chat to you today.

Further to our call today, I confirm that we have conducted a privacy impact assessment in accordance with the Minister of Citizens' Services Direction 2-21, with respect to your initiative regarding access to BCA Assessment Data for research purposes.

You have confirmed that your initiative does not collect personal information as only business contact information of faculty members is shared with the BCA. You will reduce the risk of unintentionally collecting personal information through the initiative by ensuring no changes to collection or disclosure are taking place.

Should you discover that personal information has been collected through the initiative, please contact me or another member of the Access and Privacy Program right away as this may constitute a privacy breach.

Should you seek to significantly change the initiative, or change the initiative in such a way that personal information will be collected, SFU must conduct a new privacy impact assessment.

In accordance with the Minister of Citizens' Services Direction 2-21, your role has been designated accountable for the privacy impact assessment and privacy risks of the initiative.

Feel free to contact me should you have any queries or comments.

Kind regards,

Ernest Soares
Legal Counsel
Office of the General Counsel
Simon Fraser University
Maggie Benston Centre, Rm 0400
T: 778-782-7565



I respectfully acknowledge that SFU is located on the traditional unceded territories of the Musqueam, Squamish and Tsleil-Waututh Nations.

Confidentiality Notice: This electronic mail message and any accompanying attachments may contain privileged, confidential or personal information intended only for the use of the individual, entity or organization named or addressed above. Any disclosure, distribution, dissemination, copying or action taken in reliance on the contents of this communication by anyone other than the intended recipient(s) is strictly prohibited. If you received this communication in error please delete the email (from your incoming and trash files) and notify the sender immediately by email or by telephone.

--

From: Mark Jordan <mjordan@sfu.ca>
Date: Thursday, May 4, 2023 at 10:49 AM
To: Ernest Soares <ernest_soares@sfu.ca>, Carla Graebner <cgraebne@sfu.ca>
Subject: PIA for BC Assessment data

Hi Ernest and Carla, this is the meeting I emailed to you both about yesterday.