
INFORMATION ACCESS AND PRIVACY (IAP) ADVISORY SERVICES

Description: Records relating to access and privacy advice provided by the IAP Office, primarily to university departments and members of the Memorial University community. Records may include correspondence, reports, briefings, proposals, surveys, contracts, transaction documents and other records relevant to the advice provided.

MUNCLASS Function:	Information Management and Technology (IN)
Responsible Unit(s):	Information Access and Privacy Office, Office of the Chief Information Officer
Retention:	Current calendar year file closed + 6 years
Disposition:	Destroy
Media:	Paper and/or electronic
Authority:	Access to Information and Protection of Privacy Act, 2015 , Anticipated Operational Use
Security Classification:	Confidentiality: Highly Sensitive – Integrity: High – Availability: Low
Personal Information Bank:	No