



POST-TEST: *Freedom of Information and Protection of Privacy Act*

- 1. An applicant has requested a briefing note prepared for the minister regarding a proposed new school under FOI. The briefing note contains background information, analysis, options as well as recommendations.**

What exceptions might apply to which part of the briefing note?

Section 13 and 17 may apply to options and recommendations.

Analysis and background information would probably go out.

- 2. A ministry hires a contractor to deliver a program on its behalf. Are the records that the contractor creates and the contract subject to the Act?**

Yes, normally both the contract and the records created under the contract are subject to the Act. In a sense the contractor becomes an agent of government.

- 3. An individual calls your office claiming that he is a police officer and wants to know the home address of one of your employees. What do you do?**

Do not give out personal information over the phone. Ask the caller to phone the Information and Privacy Branch or, have them make their request in writing, citing their authority and a description of the circumstances to the Information and Privacy Branch.

- 4. A ministry client has behaved violently in the past when dealing with members of your Branch. The individual's file has been annotated with a warning about this behaviour. Can this information be shared with other staff members so that they can take precautions when dealing with the individual?**

Yes, the Act recognizes the common sense principle that disclosure or sharing of personal information within a public body may be necessary for the effected employees to perform their duties or functions, or where such disclosure is crucial to ensuring anyone's health or safety.

