



URBAN DEVELOPMENT INSTITUTE - CALGARY

INFORMATION BULLETIN # 17

Freedom of Information and Protection of Privacy Act - Disclosure of Personal Information

March 23, 2005

It has come to our attention that City file managers are now blocking or erasing personal contact information on correspondence sent to the City by concerned citizens for various CPAG applications. This makes it difficult to find out more information from the person filing the concerns, since they are made to look anonymous. **Please refer to Section 17 and 40 in the Freedom of Information and Protection of Privacy Act.**

If an applicant wants more information from the concerned citizen, they are required to submit a request to the application file manager. The file manager must then contact the citizen and obtain permission the release of their personal information to the applicant.

The City's Freedom of Information and Protection of Privacy Act Administrator has confirmed that the entire policy has been in effect since 1999, but many file managers have just started incorporating and applying this particular section in the policy.

If you have any questions, please contact the City's Freedom of Information and Protection of Privacy Administrator at 268-2489.

An unofficial copy of the Act will be attached on the UDI-Calgary website. Hardcopies are available for purchase and download from the Queen's Printer, Alberta. The website link is: www.qp.gov.ab.ca/catalogue/catalog_results.cfm?frm_isbn=0779729218&search_by=link

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