

10 Fair Information Principles

Principle 1 Accountability

An organization must designate an individual accountable for compliance with the 10 fair information principles.

Principle 2 Identifying Purpose

The purpose for which personal information is collected shall be identified by the organization at the time or before the information is collected.

Principle 3 Consent

Knowledge and consent of the individual are required for the collection, use or disclosure of personal information, except where inappropriate.

Principle 4 Limiting Collection

Collection shall be limited to personal information that is necessary for the purposes identified by the organization.

Principle 5 Limiting Use, Disclosure and Retention

Personal information shall not be used or disclosed for purposes other than those for which it was collected, except with consent or as required by law.

Principle 6 Accuracy

Personal information shall be accurate, complete and up to date as necessary for the purpose for which it is to be used.

Principle 7 Safeguards

Personal information shall be protected by security safeguards appropriate to the sensitivity of the information.

Principle 8 Openness

An organization shall make readily available to individuals specific information about its policies and practices relating to the management of personal information.

Principle 9 Individual Access

Upon request, an individual shall be informed of the existence, use and disclosure of his or her personal information and shall be given access to that information.

Principle 10 Challenging Compliance

An individual must be able to challenge compliance by making a complaint to the designated individual responsible for compliance with the privacy policy or applicable privacy statute.

Saskatchewan Information and Privacy Commissioner

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