

Alberta Agriculture and Forestry  
Directory of Personal  
Information Banks

Last Updated: January 2020



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# Forestry Division

## Forest Stewardship and Trade Branch

### Alberta Regenerated Information System (AIRS)

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>01</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Company name, business unit identifier, and disposition and opening numbers   |
| <b>Individuals:</b>            | Companies and/or individual business operators.   |
| <b>Use:</b>                    | Reforestation and silvicultural activity on the landbase.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Timber Management Regulation.</i>                                   |

### CARS 2

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>02</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.     |
| <b>Information Maintained:</b> | Addresses, corporate ID, GST#, telephone and fax numbers, email addresses, revenue account #, violation account #, and disposition account #. |
| <b>Individuals:</b>            | Companies and/or individual business operators.   |
| <b>Use:</b>                    | Invoicing - timber dues collection.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Timber Management Regulation.</i>                                       |

## Digital Integrated Disposition System (DIDS)

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>03</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Company names, addresses, and disposition numbers.  |
| <b>Individuals:</b>            | Companies and/or individual business operators.   |
| <b>Use:</b>                    | Identifies active vs. passive landbase on Public land, identifies roadway locations.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Timber Management Regulation.</i>                                   |

## FOREST

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>04</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Oxbridge Building in Edmonton.                     |
| <b>Information Maintained:</b> | Client ID, revenue account information, addresses complete, and GST#.  |
| <b>Individuals:</b>            | Companies and/or individual business operators.  |
| <b>Use:</b>                    | Invoicing by business unit/disposition holder (a single forest company may have more than one forest operation). |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Timber Management Regulation.</i>          |

## Forest Incident Reporting System (FIRS)

|                  |   |
|------------------|---|
| <b>PIB#:</b>     | <b>05</b>   |
| <b>Location:</b> | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |

|                                |  |
|--------------------------------|--|
| <b>Information Maintained:</b> | Company/individual name, address, dispositions numbers, penalties, waivers, assessments, waivers, and warning.       |
| <b>Individuals:</b>            | Companies and/or individual business operators.  |
| <b>Use:</b>                    | Track enforcement action.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Timber Management Regulation; Forests Act.</i> |

## Graphic Land Information Management Planning System (GLIMPS)

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>06</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.                                      |
| <b>Information Maintained:</b> | Client ID, addresses, violation enforcement charges, Local Timber Permits, disposition accounts, revenue accounts, all data relating to dispositions, and legal land standings |
| <b>Individuals:</b>            | Companies and/or individual business operators.  |
| <b>Use:</b>                    | Creating disposition accounts, violation accounts and charges, creation of revenue accounts, and vehicle to transfer dues data to CARS 2.                                      |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Timber Management Regulation.</i>  |

## Timber Production and Revenue System (TPRS)

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>07</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Client ID, revenue account information, addresses complete, and GST #.  |
| <b>Individuals:</b>            | Companies and/or individual business operators.   |



**Use:** Invoicing by business unit/disposition holder (a single forest company may have more than one forest operation)

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c);  
Public Lands Act (AEP).*

## Wildfire Management Branch

### FIRES Database

**PIB#:** 08

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, home address, age, gender, identifying number, health information including weight and physical activity readiness questionnaire status, and wage garnishing information. Business telephone number and address are also collected for contractors.

**Individuals:** Individuals involved in wildland fire operations.

**Use:** Wildland firefighting operations and reporting to the Canadian Revenue Agency.

**Legal Authority:** *Public Service Act.*

# Primary Agriculture Division

## Animal Health and Assurance Branch

### AIMS Database

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>09</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, address, personal cell phone, home and business phone numbers, legal land location, and premise identification.                     |
| <b>Individuals:</b>            | Livestock and poultry producers, Private Veterinary clinics, and Food Processing companies.   |
| <b>Use:</b>                    | Surveillance Test Results; Diagnostic Reports; Laboratory Test Reports of client submissions.   |
| <b>Legal Authority:</b>        | <i>Animal Health Act.</i>   |

### Agriculture Integrated Data and Management System (AGRIDAM)

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>10</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Names, address, telephone number, fees paid, banking information, interactions with clients, and correspondence.                          |
| <b>Individuals:</b>            | License applicants, producers, complainants, and subjects of complaints.  |
| <b>Use:</b>                    | This application is used for tracking meat inspections, investigations, and licensing.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Alberta Feeder Association Management System

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | 11  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, address, telephone numbers, fees paid, banking information, and correspondence.   |
| <b>Individuals:</b>            | Feeder Association Members.   |
| <b>Use:</b>                    | Used to track purchases and sales of feeder association cattle as a part of conducting business.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Alberta Milk Analysis System (AMAS)

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | 12  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Name, address, telephone numbers, and Central Milk Testing Laboratory data  |
| <b>Individuals:</b>            | Dairy farm producers  |
| <b>Use:</b>                    | This application used to track milk bacteria counts, freezing points, somatic cell counts, and inhibitor test results, etc. It assists Inspection and Investigation staff from Regulator Services in monitoring the quality of the milk coming off of dairy farms on a daily basis. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Canadian Agricultural Partnership Risk Mitigation Program Applications

|              |    |
|--------------|----|
| <b>PIB#:</b> | 13 |
|--------------|----|

|                                |  |
|--------------------------------|--|
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Legal name and/or name of corporate entity and/or legal name of non-profit organization, social insurance number and/or business number, mailing address, phone number, email, client ID, and legal land descriptions. |
| <b>Individuals:</b>            | Individuals, corporations, or industry organizations that apply to the Canadian Agricultural Partnership Risk Mitigation Program.  |
| <b>Use:</b>                    | To process applications and grant payments.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |

## Cervid Farm System (CFS)

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>14</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Name, address, telephone numbers, fees paid, interactions with clients, and correspondence.   |
| <b>Individuals:</b>            | Cervid operators  |
| <b>Use:</b>                    | The Cervid Farming System assists with the management of domestic cervids including the tracking of animal movements, inventory reconciliation, eartag and antler tag management and CWD surveillance. The system assists with the creation and issuance of documents for the government and the cervid farmer. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## GF2 Biosecurity and Emergency Preparedness Programs

|              |           |
|--------------|-----------|
| <b>PIB#:</b> | <b>15</b> |
|--------------|-----------|

|                                |   |
|--------------------------------|---|
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, Address, phone number, cell phone numbers, legal land location, and PID.  |
| <b>Individuals:</b>            | Livestock producers, livestock industry suppliers, veterinary clinics, and industry stakeholders.   |
| <b>Use:</b>                    | Grant funding.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Master List of Producers

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>16</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, address, telephone numbers, and farm or license ID's.   |
| <b>Individuals:</b>            | Producers, bulk milk graders.   |
| <b>Use:</b>                    | Used to track inspections as a course of business management.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Premises Identification System

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>17</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups stored at the JJ Bowlen Data Centre in Calgary.   |
| <b>Information Maintained:</b> | Applicant name and contact information, location of premises, premises identification number, emergency contact information for the premises, species on premises, and maximum capacity of each species. |

|                         |  |
|-------------------------|--|
| <b>Individuals:</b>     | Animal owners and operators of commingling sites.  |
| <b>Use:</b>             | Established to plan for, control, and prevent the spread of agricultural diseases. It is also used as an early warning system to notify animal owners of a natural disaster such as a flood or fire that could affect their animals or operations. |
| <b>Legal Authority:</b> | <i>Animal Health Act, Premises Identification Regulation.</i>  |

## Environmental Stewardship Branch

### Alberta Farm Fertilizer Information and Recommendation Manager (AFFIRM) v2 Database

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>18</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, email address, city/town, province/state, country, employer, occupation, operating system, and date submitted.                      |
| <b>Individuals:</b>            | Individuals, employer.  |
| <b>Use:</b>                    | Information used to summarize occupation and location.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

### Canadian Agricultural Partnership - Environmental Stewardship and Climate Change Group Program Tracking Spreadsheet

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>19</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.                          |
| <b>Information Maintained:</b> | Name, corporation name, address, location, telephone numbers, email addresses, farming information, description of information requested, comments and evidence to |

correct/update information, funding amounts, application status, dates, and merit scores.

- Individuals:** Corporations, government and non-profit organizations.
- Use:** Funding decisions, performance measures, and inspections.
- Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## Canadian Agricultural Partnership - Environmental Stewardship and Climate Change Producer Program Tracking Spreadsheet

- PIB#:** 20
- Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.
- Information Maintained:** Name, corporation name, address, location, telephone numbers, email addresses, farming information, description of information requested, comments and evidence to correct/update information, funding amounts, application status, dates, and merit scores.
- Individuals:** Individuals and corporations.
- Use:** Funding decisions, performance measures, and inspections.
- Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## CLP On-Farm Energy Management Program Tracking Sheet

- PIB#:** 21
- Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.
- Information Maintained:** Information pertaining to the application, processing, and payment within a grant program.
- Individuals:** Individuals or companies applying to incentive grant program.
- Use:** Information is used to administer the grant program.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **CLP On-Farm Solar PV Program Tracking Sheet**

**PIB#:** 22

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Information pertaining to the application, processing, and payment within a grant program.

**Individuals:** Individuals or companies applying to incentive grant program.

**Use:** Information is used to administer the grant program.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **Farm Energy and Agri-Processing Program Tracking Sheet**

**PIB#:** 23

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Information pertaining to the application, processing, and payment within a grant program.

**Individuals:** Individuals or companies applying to incentive grant program.

**Use:** Information is used to administer the grant program.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **GF On-Farm Energy Management Program Tracking Sheet**

**PIB#:** 24

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.



|                                |  |
|--------------------------------|--|
| <b>Information Maintained:</b> | Information pertaining to the application, processing, and payment within a grant program. |
| <b>Individuals:</b>            | Individuals or companies applying to incentive grant program.                              |
| <b>Use:</b>                    | Information is used to administer the grant program.                                       |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>                      |

## **GF On-Farm Solar PV Program Tracking Sheet**

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>25</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Information pertaining to the application, processing, and payment within a grant program.  |
| <b>Individuals:</b>            | Individuals or companies applying to incentive grant program.   |
| <b>Use:</b>                    | Information is used to administer the grant program.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## **GF2 On-Farm Energy Management Program Tracking Sheet**

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>26</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Information pertaining to the application, processing, and payment within a grant program.  |
| <b>Individuals:</b>            | Individuals or companies applying to incentive grant program.   |
| <b>Use:</b>                    | Information is used to administer the grant program.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## GF2 On-Farm Solar PV Program Tracking Sheet

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>27</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Information pertaining to the application, processing, and payment within a grant program.  |
| <b>Individuals:</b>            | Individuals or companies applying to incentive grant program.   |
| <b>Use:</b>                    | Information is used to administer the grant program.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Growing Forward 1 Stewardship Program Tracking Databases

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>28</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Name, corporation name, address, location, telephone numbers, email addresses, farming information, description of information requested, comments and evidence to correct/update information, funding amounts, application status, dates, and merit scores |
| <b>Individuals:</b>            | Individuals and companies.  |
| <b>Use:</b>                    | Funding decisions, performance measures, and inspections.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Growing Forward 2 Stewardship Program Tracking Databases

|                  |   |
|------------------|---|
| <b>PIB#:</b>     | <b>29</b>   |
| <b>Location:</b> | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |

|                                |   |
|--------------------------------|---|
| <b>Information Maintained:</b> | Name, corporation name, address, location, telephone numbers, email addresses, farming information, description of information requested, comments and evidence to correct/update information, funding amounts, application status, dates, and merit scores |
| <b>Individuals:</b>            | Individuals, corporations, government and non-profit organizations.   |
| <b>Use:</b>                    | Funding decisions, performance measures, and inspections.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## On-Farm Solar PV Pilot Program Tracking Sheet

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>30</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Information pertaining to the application, processing, and payment within a grant program.  |
| <b>Individuals:</b>            | Individuals or companies applying to incentive grant program.   |
| <b>Use:</b>                    | Information is used to administer the grant program.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Public Agency Appointments

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>31</b>   |
| <b>Location:</b>               | Government of Alberta's electronic Public Agency Appointments System (ePAAS) and various offices of the public body.  |
| <b>Information Maintained:</b> | Personal information from cover letters, resumes, biographies, and other related documents is collected by the department via ePAAS. Applicants applying online to serve on the board of a public agency also submit personal data to create and maintain a user profile. |

|                         |  |
|-------------------------|--|
| <b>Individuals:</b>     | Individuals applying, or appointed, to the Ministry's public agencies.   |
| <b>Use:</b>             | Collected to determine qualifications for appointment to a public agency in Alberta, maintain an agency appointment database, and to prepare appointment materials for government review and approval. |
| <b>Legal Authority:</b> | <i>Public Service Act.</i>   |

## Irrigation and Farm Water Branch

### Canadian Agricultural Partnership Farm Water Supply Program Applications

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>32</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Legal name and/or name of corporate entity and/or legal name of non-profit organization, social insurance number and/or business number, mailing address, phone number, email, client ID, and legal land descriptions. |
| <b>Individuals:</b>            | Individuals or corporations that apply to the Canadian Agricultural Partnership Farm Water Supply Program.   |
| <b>Use:</b>                    | To process applications to the Canadian Agricultural Partnership Farm Water Supply Program.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |

### Canadian Agricultural Partnership Irrigation Efficiency Program

|                  |  |
|------------------|--|
| <b>PIB#:</b>     | <b>33</b>  |
| <b>Location:</b> | Hard copies of application documents are kept in a locked file cabinet at the J G O'Donoghue Building in Edmonton. Electronic copies are stored on Government of Alberta |

servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Applicant name (individual or business), address, phone number, business number (GST) or social insurance number, legal land location of irrigation equipment improvements, irrigation dealer from which equipment was purchased, invoice number, total eligible costs, and grant amount.

**Individuals:** Individuals, businesses, or non-profits applying for grants with the Canadian Agricultural Partnership Irrigation Efficiency Program to assist producers with the purchase of more efficient irrigation equipment and systems.

**Use:** To process grant applications under the Canadian Agricultural Partnership Irrigation Efficiency Program; to calculate grant amounts and monitor amounts of remaining grant funds; to keep track of application priority, data received, date approved, date letter sent, date grant paid, and date irrigation improvements were verified; and as a record of the original application and any supporting documents.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **Canadian Agricultural Partnership Irrigation Efficiency Program: Long-Term Irrigation Management Plan**

**PIB#:** 34

**Location:** Hard copies of the Long-Term Irrigation Management Plan are kept in a locked file cabinet at the Lethbridge Research Centre office of AF. Electronic copies are stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Applicant name (individual or business), legal land location, proposed upgrade(s), answers and/or selections from the long-term irrigation management plan questionnaire, and grant amounts received during the course of the program.

**Individuals:** Individuals, businesses, or non-profits applying for grants with the Canadian Agricultural Partnership Irrigation Efficiency Program to assist producers with the purchase of more efficient irrigation equipment and systems.

**Use:** The Long-Term Irrigation Management Plan is an eligibility requirement for the Canadian Agricultural Partnership Irrigation Efficiency Program. The Legal Land Location Spreadsheet is used to determine if there are any repeat land locations, as the program allows for only one grant per parcel. The Grant Amount Spreadsheet is used to monitor the total grant money award and to ensure the program maximum of \$150,000 is not exceeded by any individual or business.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **Irrigation Council**

**PIB#:** 35

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, address, email address, and phone number.

**Individuals:** Irrigation Council Members.

**Use:** Contacting Council members to schedule meetings and provide updates and materials.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **List of Consulting Agrologists for Land Classification for Irrigation Development in Alberta**

**PIB#:** 36

**Location:** The List of Consulting Agrologists for Land Classification for Irrigation Development in Alberta is hosted on the Alberta.ca web site.

|                                |  |
|--------------------------------|--|
| <b>Information Maintained:</b> | Names and contact information (business name, address, phone number, email, and website).  |
| <b>Individuals:</b>            | Consulting agrologists who have requested to appear on the list and who have completed and submitted a declaration form that verifies their knowledge of most recent versions of the Standards for the Classification of Land in the Province of Alberta and the Procedures Manual for the Classification of Land for Irrigation in Alberta and have affirmed that they will meet and follow these Standards and Procedures. |
| <b>Use:</b>                    | To assist land owners when searching for an agronomist capable of completing the required reporting for land classification for irrigation in the province of Alberta and to assist consulting agrologists with promoting this aspect of their business.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |

## Long-Term Water Management Plan Database

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | 37  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Client ID, barcode, name, corporate name, legal entity, phone number, fax number, email, mailing address, and legal land descriptions.  |
| <b>Individuals:</b>            | Individuals or corporations interested in completing a Long-Term Water Management Plan for their agricultural operation and having it approved by an AF Water Specialist.   |
| <b>Use:</b>                    | To confirm or reconfirm eligibility for the Canadian Agriculture Partnership Farm Water Supply Program; to send notification of changes and/or updates related to current or new programs; and to provide follow-up technical assistance on water-related issues when requested; and to compile statistics. |

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## Water Pumping Program Database

**PIB#:** 38

**Location:** Hard copies of applications are kept in a locked file cabinet at the JG O'Donoghue Building in Edmonton. Electronic copies are stored in IBM Notes on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Legal Name (individual or business), contact name, phone number (home or cell), fax number, address, city, province, postal code, municipality, legal land locations of water sources, type of rental equipment requested, date equipment requested, date equipment delivered, rental amount, receipt number, method of payment, deposit, and balance.

**Individuals:** Agricultural producers (individuals or businesses) in Alberta applying to rent pumping program equipment to fill dugouts or other suitable catch basins from nearby water sources.

**Use:** To deliver equipment (correct type, amount, and location) to agricultural producers experiencing water shortages for domestic and livestock use; and to invoice and receive payment for use of the equipment.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## Marketing Council and Research Coordination

### Appeal Tribunal members

**PIB#:** 39

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, phone number, email, and address.



|                         |   |
|-------------------------|---|
| <b>Individuals:</b>     | Marketing of Agricultural Products Act Appeal Tribunal members. |
| <b>Use:</b>             | Contact Appeal Tribunal members in the event of an appeal.      |
| <b>Legal Authority:</b> | <i>Marketing of Agricultural Products Act.</i>                  |

## Boards and Commissions Contact List

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>40</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.                     |
| <b>Information Maintained:</b> | Name, phone number, email, and city/town/area of residence.   |
| <b>Individuals:</b>            | Marketing Board and Commission staff (e.g., General Managers/Executive Directors) and board members (e.g., Chair and Vice-Chair).                             |
| <b>Use:</b>                    | Contact staff and board members with Marketing Council initiatives and updates and to supply to other branches and divisions as needed for Ministry purposes. |
| <b>Legal Authority:</b>        | <i>Marketing of Agricultural Products Act.</i>  |

## Marketing Council board members

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>41</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, phone number, email, and address.   |
| <b>Individuals:</b>            | Marketing Council board members.  |
| <b>Use:</b>                    | Contact Marketing Council board members to schedule meetings and to provide updates and materials.  |
| <b>Legal Authority:</b>        | <i>Marketing of Agricultural Products Act.</i>  |

# Processing, Trade & Intergovernmental Relations Division

## Business Development & Programs Branch

### Alberta Farm Fuel Benefit (AFFB) Database

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>42</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Name, spouse name, corporation name, address, location, telephone number, email, farming information, MVID numbers and attributes, description of information requested, comments and evidence to correct and/or update information, correspondence, and copies of requested documentation.   |
| <b>Individuals:</b>            | Individuals and/or spouses requesting registration for both the Alberta Farm Fuel Tax Exemption Certificate and the Carbon Levy Exemption Certificate.  |
| <b>Use:</b>                    | To confirm or reconfirm eligibility and issue the Alberta Farm Fuel Tax Exemption Certificate and the Carbon Levy Exemption Certificate; to provide a daily update to the Treasury Board and Finance's Tax Exempt Fuel System for bulk fuel suppliers; to provide a daily update of Service Alberta's Motor Vehicle (MOVES) Registry which identifies who can have access to farm plates; to update Tax and Revenue Administration's audit database; to respond to and process requests; and to compile statistics. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

### Agricultural Processing Industry Directory

|              |           |
|--------------|-----------|
| <b>PIB#:</b> | <b>43</b> |
|--------------|-----------|

|                                |   |
|--------------------------------|---|
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.     |
| <b>Information Maintained:</b> | Business/organization name, primary name, secondary name, mailing address, phone number, email, website, products, and brands.                |
| <b>Individuals:</b>            | Agricultural Processing Companies, consultants, and industry organizations.   |
| <b>Use:</b>                    | Used to generate an Export Catalogue which is used by International Marketing for buyer missions and by customers looking to source products. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## **Canadian Agricultural Partnership Newsletter / Subscription / Notification Service**

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>44</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Email and preference selection to area of interest.   |
| <b>Individuals:</b>            | Individuals interested in receiving newsletter or program notifications.  |
| <b>Use:</b>                    | Send notification of significant changes or updates to Canadian Agricultural Partnership programs and to send the Excel file to Campaigner to generate the newsletter mailing list. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

**Canadian Agricultural Partnership (CAP) Programs: Value-Added Products to Markets (VAPM); Products to Markets (PTM); Emerging Opportunities (EO); Farm Energy and Agri-Processing Program (FEAP); Alberta Greenhouse Rebate Program (AGRP); Liquor Manufacturers Program (LMP); Alberta Small Brewers Development Program (ASBD); Risk Mitigation Program (RMP); Emergency Preparedness Program (EPP); and Surveillance Program (SP).**

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | 45   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Applicant name (individual or business), address, phone number, business number (GST) or social insurance number, invoice numbers, inspection license, total eligible costs, and grant amount.   |
| <b>Individuals:</b>            | Individuals, industry organizations or agri-processing businesses applying for grants with the CAP programs, FEAP, AGRP, and/or ASBD programs.   |
| <b>Use:</b>                    | The PDF scans are used as a record of the original application (including supporting documentation) to determine grant eligibility and project merit (if applicable). The GMS database is used to process grant applications for all programs. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |

**Canadian Agricultural Partnership Program Tracking Databases for FEAP, AGRP, LMP and ASBDP programs**

|                  |   |
|------------------|---|
| <b>PIB#:</b>     | 46  |
| <b>Location:</b> | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |

|                                |  |
|--------------------------------|--|
| <b>Information Maintained:</b> | Name, corporation name, address, location, telephone number, email, business information, comments and evidence to correct and/or update information, correspondence, copies of requested documentation, funding amounts, application status, and dates. |
| <b>Individuals:</b>            | Individuals and/or businesses applying for grants with FEAP, AGRP, and/or ASBD programs.   |
| <b>Use:</b>                    | Information is used to administer the grant program.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |

## Canadian Agricultural Partnership Program Tracking Databases for PTM, VAPM, EO, RMP, EPP and SP

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>47</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Name, corporation name, address, location, telephone number, email, farming or business information, inspection license, comments and evidence to correct and/or update information, correspondence, copies of requested documentation, funding amounts, application status, dates, and merit scores if applicable. |
| <b>Individuals:</b>            | Individuals, industry organizations or agri-processing businesses applying for grants with the CAP programs.  |
| <b>Use:</b>                    | Information is used to administer the grant program.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Explore Local

|                  |   |
|------------------|---|
| <b>PIB#:</b>     |   |
| <b>Location:</b> | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |

**Information Maintained:** Business and/or organization and/or farm name, primary name, secondary name, mailing address, phone number, email, website, legal land description (online mapping only), areas in the province served, delivery available, local market sales outlets, local market products, product availability, product descriptor, organization mandate, and business type/industry sector.

**Individuals:** Small-scale producers and processors selling into the local market industry and stakeholders (government / agencies / associations / food service, etc.)

**Use:** Send notifications and/or information on opportunities related to the local market industry including: industry events, training opportunities, potential sources of funding, industry issues, challenges and partnership opportunities, expand industry networks, and promote business/organization activities online.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## Food News Database

**PIB#:** 48

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Business/organization name, primary name, and email address.

**Individuals:** Food processors and industry organizations.

**Use:** Send information on programs related to the food processing industry to external client on updates to federal and provincial legislation, industry events and training opportunities.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## Green Certificate Network Application (GINA) or GCTII

**PIB#:** 49

|                                |  |
|--------------------------------|--|
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Title, name, mailing address, physical address, phone number, cell phone, fax, email, gender, Alberta Student Number, date of birth, farm/business name, school name, school jurisdiction, program registration information, and program test results. |
| <b>Individuals:</b>            | Green Certificate trainees, trainers, testers, parents, schools, school jurisdictions (current and past), regional, coordinators, and alternate contacts, enrolled in the Green Certificate Program.   |
| <b>Use:</b>                    | Operational administration of the Green Certificate Program.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |

## **Summer Employment Programs: Summer Farm Employment Program (SFEP); and Veterinary Work Experience Program (VWEP)**

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>50</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Name, address, telephone number, email, employee information, employee emergency contact, and contract information.<br>SFEP: Gross value of farm, employee job duties, and type of operation.<br>VWEP: Companion/livestock percentage, clinic/vet info, employee job duties, and employee education details. |
| <b>Individuals:</b>            | Business/Farms applying for grants with SFEP or VWEP. Applications include information on Individuals (employees) working for them.  |
| <b>Use:</b>                    | Information is used to administer the grant program.   |

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **Workforce Development program grants**

**PIB#:** 51

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Legal business name of applicant, mailing address, phone number, and fax number; name, position, address, and email of CEO, Chairperson, president or owner; name, position, address, and email of project manager.

**Individuals:** Food processors, primary producers, industry organizations, and bio-industrial processors.

**Use:** Historical information only.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## **Food and Bio-Processing**

### **Food Science & Development Application for Technical Assistance Database**

**PIB#:** 52

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, address, city, province, postal code, email, and telephone number.

**Individuals:** Potential adult clients applying to work with the Food Processing Development Centre.

**Use:** Collected as part of the application process for client work. Information is then used to complete Service Agreement information for contractual purposes with the client.



**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*

## Food Safety Branch

### Meat Inspection, Investigation Audit Program (MIIAudit)

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | 53  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Facility name, address, phone number, email, legal description, and Premises Identification Number (if applicable); Owner name, address, phone number, and email.   |
| <b>Individuals:</b>            | AF licensed meat facilities (i.e., abattoirs).  |
| <b>Use:</b>                    | The MIIAudit application is used for regulatory purposes, to monitor facility compliance and corrective actions. Meat Inspection staff will be able to obtain real time status reports. Licensed facilities will be responding to one report generated from all input data from Meat Inspection. Also used to respond to and process requests and compile statistics. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Meat Inspection Act and Regulation; Meat Facility Standards.</i>  |

## Intergovernmental Relations & Trade Branch

### Canadian Agricultural Partnership (CAP) Weekly Grant Report Tracking Sheet

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | 54  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Recipient name.   |

|                         |  |
|-------------------------|--|
| <b>Individuals:</b>     | Agriculture producers, processors, industry groups, educational organizations, and research organizations. |
| <b>Use:</b>             | Funding decisions, performance measures, and outcome reporting.  |
| <b>Legal Authority:</b> | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>                                      |

# Strategy, Planning and Governance Division

## Economics and Competitiveness Branch

### AgriProfit\$ Beef/Crops

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>55</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Name, address, telephone number, email address, and cost of production data.   |
| <b>Individuals:</b>            | Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.   |
| <b>Use:</b>                    | Cost and Returns Reports generated for individual participants, and Group Averages (Benchmarks) calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c);<br/>Government Organization Act.</i>   |

### AgriProfit\$ Beekeeping

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>56</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, address, telephone number, email address, and cost of production data.  |

**Individuals:** Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.

**Use:** Cost and Returns Reports generated for individual participants, and Group Averages (Benchmarks) calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.*

## AgriProfit\$ Dairy

**PIB#:** 57

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, address, telephone number, email address, and cost of production data.

**Individuals:** Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.

**Use:** Cost and Returns Reports generated for individual participants, and Group Averages (Benchmarks) calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.*

## AgriProfit\$ Greenhouse Crops

**PIB#:** 58

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

|                                |  |
|--------------------------------|--|
| <b>Information Maintained:</b> | Name, address, telephone number, email address, and cost of production data.   |
| <b>Individuals:</b>            | Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.   |
| <b>Use:</b>                    | Cost and Returns Reports generated for individual participants, and Group Averages (Benchmarks) calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector. |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.</i>   |

## Alberta Beekeepers Survey

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>59</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Name, address, telephone numbers, email addresses, and relevant beekeeping information (e.g. colony numbers, yield, production, etc.)  |
| <b>Individuals:</b>            | Individuals and/or companies that are registered beekeepers in Alberta. They are removed from the list for future surveys upon request.  |
| <b>Use:</b>                    | Development and dissemination of aggregated benchmark data for the province, for use by clients. Data is collected on behalf of Statistics Canada for use in the System of National Accounts and the development of national statistics. No personal information is disclosed and is only used for survey validation (if necessary). |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c); Statistics Act of Canada.</i>  |

## Alberta Crop Report

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>60</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Name, address, telephone numbers, email addresses, and select crop information for municipalities in the province.   |
| <b>Individuals:</b>            | Individuals from Agriculture Financial Services Corporation (AFSC) and Agriculture Fieldmen of Alberta who report on crop conditions in select areas of the province during the crop season. |
| <b>Use:</b>                    | Development and dissemination of aggregated benchmark data for the province, for use by clients. No personal information is disclosed and is only used for survey validation (if necessary). |
| <b>Legal Authority:</b>        | <i>Government Organization Act.</i>  |

## Alberta Custom Rates Surveys

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>61</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.  |
| <b>Information Maintained:</b> | Name, address, telephone numbers, email addresses, relevant custom rates information for activities pertaining to crop and pastureland lease and rental, spring field operations, fall field operations, livestock operations, and grain harvesting operations, and/or hay and silage making operations. |
| <b>Individuals:</b>            | Individuals and/or companies that provide custom operation services and have participated in previous surveys or expressed an interest in being surveyed. They are removed from the list for future surveys upon request.  |

**Use:** Development and dissemination of aggregated benchmark data for the province, for use by clients. No personal information is disclosed and is only used for survey validation (if necessary).

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.*

## Alberta Farm Input Prices

**PIB#:** 62

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, address, telephone numbers, and select farm input prices for reporting area.

**Individuals:** Contracted individuals from the Alberta Federation of Agriculture that report on the price of selected farm inputs (from retailers) for select areas of the province.

**Use:** Development and dissemination of aggregated benchmark data for the province, for use by clients. No personal information is disclosed and is only used for survey validation (if necessary).

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.*

## Statistics and Data Development Section Publication Mailing Lists

**PIB#:** 63

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, address, telephone numbers, and email addresses.

**Individuals:** Individuals receiving correspondence, information or publications relating to statistical information and data

products delivered by the Section and/or Branch. These individuals would have self-identified to receive this information and are removed immediately upon request.

**Use:** Dissemination of data and information and/or publications to clients.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.*

## Rural Programming, Facilities & Emergency Management Branch

### 4-H Alberta Registration Database

**PIB#:** 64

**Location:** Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.

**Information Maintained:** Name, date of birth, gender, years of service, username and password, address, city, province, postal code, country, residence, email, telephone number, fax number, guardian name, phone number, and email (if under 18 years of age), health forms (only required for members attending programs) and 4-H club banking information.

**Individuals:** 4-H members, cleaver kids, leaders, volunteers, supporters, councils, and board members.

**Use:** Collected as part of the 4-H Alberta registration process which includes registration into clubs, programs, boards, and volunteer positions. Clubs provide banking information for payment of dues Members, leaders, and volunteers provide banking information for registration into programs or events. Also used to respond to and process requests, to compile statistics, to distribute publications and promotional items, and for general correspondence.

**Legal Authority:** *Freedom of Information and Protection of Privacy Act, s.33(c).*



## Alberta Agriculture Hall of Fame Inductees

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>65</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, year of induction, photo, and short biographical sketch of career highlights.   |
| <b>Individuals:</b>            | Inductees.  |
| <b>Use:</b>                    | Collected to promote the program and the contribution of the inductees to the public.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Alberta Century Farm and Ranch Award Recipients

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>66</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.                              |
| <b>Information Maintained:</b> | Name(s), establishment year and type, community, municipality, legal land description of quarter section, MLA, constituency, mailing address, phone number, and email. |
| <b>Individuals:</b>            | Award recipient families.  |
| <b>Use:</b>                    | Collected to administer the award programs including award delivery, eligibility verification, and invitations to recognition events.                                  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |

## Annual Returns & Officers Lists – Agricultural Societies

|              |           |
|--------------|-----------|
| <b>PIB#:</b> | <b>67</b> |
|--------------|-----------|

|                                |   |
|--------------------------------|---|
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, mailing address, phone number, and email.   |
| <b>Individuals:</b>            | Board of directors of Agricultural Societies incorporated under the <i>Agricultural Societies Act</i> .                                   |
| <b>Use:</b>                    | Information entered online into Corporate Registries.   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c)</i> and the <i>Agricultural Societies Act, s.26.1(1)(b)</i> .            |

## Annual Returns & Officers Lists - Gas Co-ops

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>68</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, mailing address, and phone number.  |
| <b>Individuals:</b>            | Board of directors and management staff of Gas Co-ops incorporated under the Rural Utilities Act.   |
| <b>Use:</b>                    | Information entered online into Corporate Registries as the Gas Co-op Annual Return.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c)</i> .  |

## Annual Returns & Officers Lists - Rural Electrification Associations and Water Co-ops

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>69</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, mailing address, and phone number.  |

|                         |   |
|-------------------------|---|
| <b>Individuals:</b>     | Board of directors and management staff of a Rural Electrification Association or Water Co-op incorporated under the Rural Utilities Act. |
| <b>Use:</b>             | Information entered online into Corporate Registries as the Gas Co-op Annual Return.  |
| <b>Legal Authority:</b> | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Remote Area Heating Allowance Program

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>70</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.   |
| <b>Information Maintained:</b> | Name, spouse name, corporation name, mailing address, legal land location, telephone number, banking information as required for set up of direct deposit for rebate, and delivery receipts of propane or heating oil showing name, address, and legal land location. |
| <b>Individuals:</b>            | Individuals requesting rebates for propane or heating oil used for heating primary residence, non-profit building, commercial building or grain dryer where natural gas service is unavailable or uneconomical.   |
| <b>Use:</b>                    | To confirm eligibility for program, to set up applicant for direct deposit and to calculate eligible rebate.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Stakeholder List – Gas Distributors

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>71</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, mailing address, phone number, fax number, email, and cell phone number.  |

|                         |   |
|-------------------------|---|
| <b>Individuals:</b>     | Gas Distributor staff, chairperson, or council contact information.                                       |
| <b>Use:</b>             | Correspondence relating to annual returns and to disseminate information or publications to associations. |
| <b>Legal Authority:</b> | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>                                     |

## Stakeholder List – Rural Electrification Associations

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>72</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, mailing address, phone number, fax number, email, and cell phone number.  |
| <b>Individuals:</b>            | Rural Electrification Association staff contacts.   |
| <b>Use:</b>                    | Correspondence relating to annual returns and to disseminate information or publications to associations.                                 |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Stakeholder List – Water Co-ops

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>73</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, mailing address, phone number, fax number, email, and cell phone number.  |
| <b>Individuals:</b>            | Water Co-op staff or board member contact information.  |
| <b>Use:</b>                    | Correspondence relating to annual returns and to disseminate information or publications to associations.                                 |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Strategy, Policy and Extension Services Branch

### Ag-Info Centre Call Management Program

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | 74  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Caller phone numbers and recorded calls.  |
| <b>Individuals:</b>            | All callers to the Ag-Info Centre.  |
| <b>Use:</b>                    | Recorded calls used as reference material in disputes. Information is also used for statistical purposes and for continuous improvement.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

### Ag-Info Centre Client Database

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | 75  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, phone number, address, and email.   |
| <b>Individuals:</b>            | All callers that talk to an Ag-Info Centre Specialist.  |
| <b>Use:</b>                    | For follow-up and tracking purposes.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

### Ag-Info Centre Registration Desk

|                  |   |
|------------------|---|
| <b>PIB#:</b>     | 76  |
| <b>Location:</b> | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |

|                                |  |
|--------------------------------|--|
| <b>Information Maintained:</b> | Name, phone number, address, and email.  |
| <b>Individuals:</b>            | All adults, students and GoA staff who register for an Agriculture & Forestry workshop or event. |
| <b>Use:</b>                    | For workshop logistics and follow-up purposes.   |
| <b>Legal Authority:</b>        | Freedom of Information and Protection of Privacy Act, s.33(c)                                    |

## Hort Snacks Newsletter

|                                |   |
|--------------------------------|---|
| <b>PIB#:</b>                   | <b>77</b>   |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province. |
| <b>Information Maintained:</b> | Name, business name, mailing address, and phone number.   |
| <b>Individuals:</b>            | Horticultural producers, business owners and other interested individuals.  |
| <b>Use:</b>                    | Mailing list for monthly newsletter and related horticultural information   |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>   |

## Strategic Research and Development Program (SRDP)

|                                |  |
|--------------------------------|--|
| <b>PIB#:</b>                   | <b>78</b>  |
| <b>Location:</b>               | Stored electronically on Government of Alberta servers at the Neil Crawford Centre in Edmonton with back-ups located across the province.    |
| <b>Information Maintained:</b> | Name(s) of program applicants, name of institution, project title and scope of work, funding request, funded amount, and grant term details. |
| <b>Individuals:</b>            | Participants and applicants of the program.  |
| <b>Use:</b>                    | Grant administration and record of application to the SRDP.  |
| <b>Legal Authority:</b>        | <i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>  |