

**BYLAW No. 7**

**Date Approved:**

**Date Amended: January 31, 1995**

**Position Responsible for updates:**

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**7 Freedom of Information / Protection of Privacy**

Whereas Section 76.1 of the Freedom of Information and Protection of Privacy Act, S.B.C. 1992, c.61 (unproclaimed amendments as of October 3, 1993), (hereinafter called the "Act") states:

"A local public body, by bylaw or other legal instrument by which the local public body acts,

- (a) must designate a person or group of persons as the head of the local public body for the purposes of the Act,
- (b) may authorize any person to perform any duty or exercise any function under this Act of the person or group of persons designated as the head of the local public body, and
- (c) may set any fees the local public body requires to be paid under section 75."

Now therefore the Board enacts as follows:

- 1. As required under Section 76.1 (a) of the Act, the Board of Trustees designates the Superintendent of Schools as the official head of the school district for the purposes of the Act.
- 2. As permitted under Section 76.1 (b) of the Act, the Board of Trustees authorizes the Secretary-Treasurer, Chief Accountant and Director of Instruction to be responsible for the administration of the Act and to make operational decisions. The Secretary-Treasurer, Chief Accountant and Director of Instruction are authorized to issue procedures required to support the district's administration of the Act.
- 3. As permitted under Section 76.1 (c) of the Act, the Board of Trustees adopts the schedule of fees as set out in Freedom of Information and Protection of Privacy Regulations, B.C. Reg. 323/93 dated September 22, 1993.
- 4. This bylaw may be cited as School District No. 52 (Prince Rupert) Freedom of Information/Protection of Privacy Bylaw.

Adopted: January 31, 1995