

## Personal Information Bank Form

Date: November 12, 2015

<b>Title (Name) of PIB:</b> User Account Access Tracking (UAAT)	<b>File Number:</b> N/A
<b>Location – Primary Office:</b> ITS main server room servers, Athabasca	
<b>Location – Other Offices:</b> Offsite backup tapes	
<b>Information Maintained (description):</b> Staff member name, staff ID (Empath or SPRIDEN), position title(s), start/end dates, current and historical system access grants and removals	
<b>Individuals:</b> All AU Staff and Contractors	
<b>Legal Authority:</b> Section 33 (c) of the Alberta <i>Freedom of Information and Protection of Privacy Act</i>	
<b>Purpose:</b> So IT Help Desk can track access grants for later removal	
<b>Remarks:</b> ITS Help Desk is the custodian of the data.	