

Personal Information Bank Form

Date: October 22, 2015

Title (Name) of PIB: Athabasca University Contract Tracking System (AUCTS)	File Number: N/A
Location – Primary Office: Supply Management Services	
Location – Other Offices:	
Information Maintained (description): This database collects all contract/vendor detail information <ul style="list-style-type: none"> • names, addresses, ph/fax #'s, • GST's numbers • Terms of Contracts For Services • MOUs, • Collaboration Agreements • Practicum Agreements • As well as the natures of services, • copies of all fully-executed agreements, • Backup documentation relating to agreements. 	
Individuals: Contractors Vendors	
Legal Authority: Section 33 (c) of the <i>Alberta Freedom of Information and Protection of Privacy Act</i>	
Purpose:	
Remarks: AUCTS can be accessed through MyAU, a Contract Requestor will only be able to view contract information if their name is associated with the contract or the person is listed as an Administrator of the system.	