

Personal Information Bank Form

Date: November 7, 2012

Title (Name) of PIB: Contracts - Research Centre	File Number: N/A
Location – Primary Office: Supply Management Services	
Location – Other Offices: Research Centre and Financial Services	
Information Maintained (description): Copies of fully executed contracts	
Individuals: Research Contractors	
Legal Authority: Section 33 (c) of the <i>Alberta Freedom of Information and Protection of Privacy Act</i>	
Purpose:	
Remarks: Research Centre administers and maintains the primary files. If a contract has payments that are to be made against them, they are placed in AUCTS and Contract Services opens a file for them. Research contracts that are reviewed by Contract Services are also tracked in AUCTS.	