

Personal Information Bank Form

Date: October 20, 2015

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| Title (Name) of PIB: Raisers' Edge Database | File Number: N/A |
| Location – Primary Office: Development and External Relations | |
| Location – Other Offices: <p>This is a database that is hosted on a secure server in Vancouver. It is accessible 24-7 via double password anywhere via the Web. There are only 9 registered users within the Advancement Office, 1 in the Faculty of Business, 1 in Information & Technology Services and 1 external database consultant (Methodworks Consulting). There are different levels of access to the database that are assigned based on a need to know by the Manager, Development Services.</p> | |
| Information Maintained (description): <p>This database contains personal information provided to us from Banner records, from the alumnus him/herself and from public sources (news stories, etc.). This may include birth date, contact details (home and business) AU degree/program information, and career/employment details.</p> <p>In addition this database archives correspondence and other contacts with the individual, prior giving history, gift or pledge agreements, convocation bios, student award details (if applicable) and AU event participation.</p> | |
| Individuals: Alumni, Prospects and Donors | |
| Legal Authority: Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act | |
| Purpose: | |
| Remarks: | |