



Personal Information Bank (PIB) Details

Title: Communication and Public Affairs Mailing List

Location of Files: Communication and Public Affairs Computer Database

Description: Database for gathering information for invitations and other corporate initiatives

Legal Authority for PIB: Public Hospitals Act R.S.O 1990, c. P.40.

Types of Personal Information: Name, contact information

Uses: Database used for sending out invitations to various organizational functions including Annual Community Meeting, Open Houses, Official Openings of New Space, etc.

Individuals in Bank: Donors, and other key individuals who we invite to corporate functions

Retention Period: As long as information is relevant and up-to-date