



Personal Information Bank (PIB) Details

Title: Volunteers

Location of Records: Volunteer Services Offices

Description: Records relating to being a volunteer at the hospital. This may include the types of work to be performed, schedules of work and volunteers available.

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

Types of Personal Information: Name and contact information of volunteers; length of service.

Uses: Used to contact volunteers and to schedule volunteer work.

Users: Volunteer Services staff and volunteer leader as appropriate.

Individuals in Bank: Individuals who volunteer their time and expertise to the hospital.

Retention Period: tbd