

Personal Information Bank Form

Date: November 5, 2015

Title (Name) of PIB: Staff authentication records for on-line access (LDAP)	File Number: N/A
Location – Primary Office: ITS main server room servers, Athabasca	
Location – Other Offices: Offsite backup tapes	
Information Maintained (description): Various authentication data such as first and last name, telephone numbers, position title, and department name, etc. Primary data entry is by HR personnel through AUME. AUME populates LDAP which is what is used to gain access to many AU systems, including the MyAU Portal.	
Individuals: All ITS staff, contractors, anyone needing systems access or an AU Staff email account.	
Legal Authority: Section 33 (c) of the Alberta <i>Freedom of Information and Protection of Privacy Act</i>	
Purpose:	
Remarks: ITS is the custodian of the data.	