

Alberta Agriculture and Forestry
Directory of Personal
Information Banks

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Directory of Personal Information Banks

4-H Section

4-H Alberta Registration Database

PIB#:	01
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, date of birth, gender, years of service, username and password, address, city, province, postal code, country, residence, email, telephone number, fax number, guardian name, phone number, and email (if under 18 years of age), health forms (only required for members attending programs) and 4-H club banking information.
Individuals:	4-H members, cleaver kids, leaders, volunteers, supporters, councils, and board members.
Use:	Collected as part of the 4-H Alberta registration process which includes registration into clubs, programs, boards, and volunteer positions. Clubs provide banking information for payment of dues Members, leaders, and volunteers provide banking information for registration into programs or events. Also used to respond to and process requests, to compile statistics, to distribute publications and promotional items, and for general correspondence.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Agricultural Products Marketing Council

Appeal Tribunal members

PIB#:	02
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Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, phone number, email, and address.
Individuals:	Marketing of Agricultural Products Act Appeal Tribunal members.
Use:	Contact Appeal Tribunal members in the event of an appeal.
Legal Authority:	<i>Marketing of Agricultural Products Act.</i>

Boards and Commissions Contact List

PIB#:	03
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, phone number, email, and city/town/area of residence.
Individuals:	Marketing Board and Commission staff (e.g., General Managers/Executive Directors) and board members (e.g., Chair and Vice-Chair).
Use:	Contact staff and board members with Marketing Council initiatives and updates and to supply to other branches and divisions as needed for Ministry purposes.
Legal Authority:	<i>Marketing of Agricultural Products Act.</i>

Marketing Council board members

PIB#:	04
Location:	UCM
Information Maintained:	Name, phone number, email, and address.
Individuals:	Marketing Council board members.

Use: Contact Marketing Council board members to schedule meetings and to provide updates and materials.

Legal Authority: *Marketing of Agricultural Products Act.*

Alberta Ag-Info Centre

Ag-Info Centre Call Management Program

PIB#: 05

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Caller phone numbers and recorded calls.

Individuals: All callers to the Ag-Info Centre.

Use: Recorded calls used as reference material in disputes. Information is also used for statistical purposes and for continuous improvement.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Ag-Info Centre Client Database

PIB#: 06

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Name, phone number, address, and email.

Individuals: All callers that talk to an Ag-Info Centre Specialist.

Use: For follow-up and tracking purposes.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Ag-Info Centre Registration Desk

PIB#: 07

Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, phone number, address, and email.
Individuals:	All adults, students and GoA staff who register for an Agriculture & Forestry workshop or event.
Use:	For workshop logistics and follow-up purposes.
Legal Authority:	Freedom of Information and Protection of Privacy Act, s.33(c)

Strategic Research and Development Program (SRDP)

PIB#:	08
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name(s) of program applicants, name of institution, project title and scope of work, funding request, funded amount, and grant term details.
Individuals:	Participants and applicants of the program.
Use:	Grant administration and record of application to the SRDP.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Animal Health and Assurance Branch

AIMS Database

PIB#:	09
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, phone numbers cell phone number, legal land location, and PID.

Individuals:	Feeder Association Members.
Use:	Surveillance test reporting, diagnostic reports, and laboratory test results for client submissions.
Legal Authority:	<i>Animal Health Act.</i>

Agriculture Integrated Data and Management System (AGRIDAM)

PIB#:	10
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Names, address, telephone number, fees paid, banking information, interactions with clients, and correspondence.
Individuals:	License applicants, producers, complainants, and subjects of complaints.
Use:	This application is used for tracking meat inspections, investigations, and licensing.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Alberta Feeder Association Management System

PIB#:	11
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone numbers, fees paid, banking information, and correspondence.
Individuals:	Feeder Association Members.
Use:	Used to track purchases and sales of feeder association cattle as a part of conducting business.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Alberta Milk Analysis System (AMAS)

PIB#:	12
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone numbers, Central Milk Testing Laboratory data
Individuals:	Dairy farm producers
Use:	This application used to track milk bacteria counts, freezing points, somatic cell counts, and inhibitor test results, etc. It assists Inspection and Investigation staff from Regulator Services in monitoring the quality of the milk coming off of dairy farms on a daily basis.
Legal Authority:	Freedom of Information and Protection of Privacy Act, s.33(c).

Canadian Agricultural Partnership Risk Mitigation Program Applications

PIB#:	13
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Legal name and/or name of corporate entity and/or legal name of non-profit organization, social insurance number and/or business number, mailing address, phone number, email, client ID, and legal land descriptions.
Individuals:	Individuals, corporations, or industry organizations that apply to the Canadian Agricultural Partnership Risk Mitigation Program.
Use:	To process applications and grant payments.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Cervid Farm System (CFS)

PIB#:	14
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone numbers, fees paid, interactions with clients, and correspondence.
Individuals:	Cervid operators
Use:	The Cervid Farming System assists with the management of domestic cervids including the tracking of animal movements, inventory reconciliation, eartag and antler tag management and CWD surveillance. The system assists with the creation and issuance of documents for the government and the cervid farmer.
Legal Authority:	Freedom of Information and Protection of Privacy Act, s.33(c).

GF2 Biosecurity and Emergency Preparedness Programs

PIB#:	15
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, Address, phone number, cell phone numbers, legal land location, and PID.
Individuals:	Livestock producers, livestock industry suppliers, veterinary clinics, and industry stakeholders.
Use:	Grant funding.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Master List of Producers

PIB#:	16
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Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone numbers, farm or licence ID's.
Individuals:	Producers, bulk milk graders.
Use:	Used to track inspections as a course of business management.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Premises Identification System

PIB#:	17
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Applicant name and contact information, location of premises, premises identification number, emergency contact information for the premises, species on premises, and maximum capacity of each species.
Individuals:	Animal owners and operators of commingling sites.
Use:	Established to plan for, control, and prevent the spread of agricultural diseases. It is also used as an early warning system to notify animal owners of a natural disaster such as a flood or fire that could affect their animals or operations.
Legal Authority:	<i>Animal Health Act, Premises Identification Regulation.</i>

Economics and Competitiveness Branch

AgriProfit\$ Beef/Crops

PIB#:	18
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Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone number, email, and cost of production data.
Individuals:	Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.
Use:	Cost and Returns Reports are generated for individual participants and Group Averages (Benchmarks) are calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.</i>

AgriProfit\$ Beekeeping

PIB#:	19
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, phone number, email, and cost of production data.
Individuals:	Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.
Use:	Cost and Returns Reports are generated for individual participants and Group Averages (Benchmarks) are calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.</i>

AgriProfit\$ Dairy

PIB#:	20
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, phone number, email, and cost of production data.
Individuals:	Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.
Use:	Cost and Returns Reports are generated for individual participants and Group Averages (Benchmarks) are calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.</i>

AgriProfit\$ Greenhouse Crops

PIB#:	21
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, phone number, email, and cost of production data.
Individuals:	Agricultural producers participating in the AgriProfit\$ Business Analysis and Research Program.
Use:	Cost and Returns Reports are generated for individual participants and Group Averages (Benchmarks) are calculated and published. Both serve to support informed business decision making and the competitiveness of Alberta's agriculture sector.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.</i>

Alberta Beekeepers Survey

PIB#:	22
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone number, email, and relevant beekeeping information (e.g. colony numbers, yield, production, etc.)
Individuals:	Individuals and/or companies that are registered beekeepers in Alberta. They are removed from the list for future surveys upon request.
Use:	Development and dissemination of aggregated benchmark data for the province, for use by clients. Data is collected on behalf of Statistics Canada for use in the development of national statistics. No personal information is disclosed and is only used for survey validation (if necessary).
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c); Statistics Act of Canada.</i>

Alberta Crop Report

PIB#:	23
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone number, email, and select crop information for municipalities in the province.
Individuals:	Individuals from Agriculture Financial Services Corporation (AFSC) and Agriculture Fieldmen of Alberta who report on crop conditions in select areas of the province during the crop season.

Use: Development and dissemination of aggregated benchmark data for the province, for use by clients. No personal information is disclosed and is only used for survey validation (if necessary).

Legal Authority: *Government Organization Act.*

Alberta Custom Rates Surveys

PIB#: 24

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Name, address, telephone number, email, relevant custom rates, information for activities pertaining to crop and pastureland lease and rental, and spring field operations, fall field operations, livestock operations, grain harvesting operations, and/or hay and silage making operations.

Individuals: Individuals and/or companies that provide custom operation services and have participated in previous surveys or expressed interest in being surveyed. They are removed from the list for future surveys upon request.

Use: Development and dissemination of aggregated benchmark data for the province, for use by clients. No personal information is disclosed and is only used for survey validation (if necessary).

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.*

Alberta Farm Input Prices

PIB#: 25

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained:	Name, address, telephone number, and select farm input prices for reporting area.
Individuals:	Contracted individuals from the Alberta Federation of Agriculture that report on the price of selected farm inputs (from retailers) for select areas of the province.
Use:	Development and dissemination of aggregated benchmark data for the province, for use by clients. No personal information is disclosed and is only used for survey validation (if necessary).
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.</i>

Statistics and Data Development Section Publication Mailing Lists

PIB#:	26
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, address, telephone numbers, and email.
Individuals:	Individuals receiving correspondence, information, and/or publications relating to statistical information and data products delivered by the Section and/or Branch. These individuals would have self-identified to receive this information and are removed immediately upon request.
Use:	Dissemination of data and information and/or publications to clients.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c); Government Organization Act.</i>

Environmental Stewardship Branch

Alberta Farm Fuel Benefit (AFFB) Database

PIB#:	27
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Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, spouse name, corporation name, address, location, telephone number, email, farming information, MVID numbers and attributes, description of information requested, comments and evidence to correct and/or update information, correspondence, and copies of requested documentation.
Individuals:	Individuals and/or spouses requesting registration for both the Alberta Farm Fuel Tax Exemption Certificate and the Carbon Levy Exemption Certificate.
Use:	To confirm or reconfirm eligibility and issue the Alberta Farm Fuel Tax Exemption Certificate and the Carbon Levy Exemption Certificate; to provide a daily update to the Treasury Board and Finance's Tax Exempt Fuel System for bulk fuel suppliers; to provide a daily update of Service Alberta's Motor Vehicle (MOVES) Registry which identifies who can have access to farm plates; to update Tax and Revenue Administration's audit database; to respond to and process requests; and to compile statistics.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Canadian Agricultural Partnership - Environmental Stewardship and Climate Change Program Tracking Database

PIB#:	28
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, corporation name, address, location, phone number, email, farming information, description of information requested, comments and evidence to correct/update information, funding amounts, application status, dates, and merit scores.

Individuals:	Individuals, companies, and government and non-government organizations that have applied to the Climate Change Program.
Use:	Funding decisions, performance measures, and inspections.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

CLP On-Farm Energy Management Program Tracking Sheet

PIB#:	29
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Information pertaining to the application, processing, and payment within a grant program.
Individuals:	Individuals and/or companies applying to incentive grant program.
Use:	Information is used to administer the grant program.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

CLP On-Farm Solar PV Program Tracking Sheet

PIB#:	30
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Information pertaining to the application, processing, and payment within a grant program.
Individuals:	Individuals and/or companies applying to incentive grant program.
Use:	Information is used to administer the grant program.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

GF On-Farm Energy Management Program Tracking Sheet

PIB#:	31
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Information pertaining to the application, processing, and payment within a grant program.
Individuals:	Individuals and/or companies applying to incentive grant program.
Use:	Information is used to administer the grant program.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

GF On-Farm Solar PV Program Tracking Sheet

PIB#:	32
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Information pertaining to the application, processing, and payment within a grant program.
Individuals:	Individuals and/or companies applying to incentive grant program.
Use:	Information is used to administer the grant program.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

GF2 On-Farm Energy Management Program Tracking Sheet

PIB#:	33
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained:	Information pertaining to the application, processing, and payment within a grant program.
Individuals:	Individuals and/or companies applying to incentive grant program.
Use:	Information is used to administer the grant program.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

GF2 On-Farm Solar PV Program Tracking Sheet

PIB#:	34
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Information pertaining to the application, processing, and payment within a grant program.
Individuals:	Individuals and/or companies applying to incentive grant program.
Use:	Information is used to administer the grant program.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Growing Forward 1 Stewardship Program Tracking Databases

PIB#:	35
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, corporation name, address, location, phone number, email, farming information, description of information requested, comments and evidence to correct/update information, funding amounts, application status, dates, and merit scores.
Individuals:	Individuals and/or companies that have applied to the Stewardship Program.

Use: Funding decisions, performance measures, and inspections.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Growing Forward 2 Stewardship Program Tracking Databases

PIB#: 36

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Name, corporation name, address, location, phone number, email, farming information, description of information requested, comments and evidence to correct/update information, funding amounts, application status, dates, and merit scores.

Individuals: Individuals, companies, and government and non-government organizations that have applied to the Stewardship Program.

Use: Funding decisions, performance measures, and inspections.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

On-Farm Solar PV Pilot Program Tracking Sheet

PIB#: 37

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Information pertaining to the application, processing, and payment within a grant program.

Individuals: Individuals and/or companies applying to incentive grant program.

Use: Information is used to administer the grant program.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Public Agency Appointments

PIB#:	38
Location:	Government of Alberta's electronic Public Agency Appointments System (ePAAS) and various offices of the public body.
Information Maintained:	Personal information from cover letters, resumes, biographies, and other related documents is collected by the department via ePAAS. Applicants applying online to serve on the board of a public agency also submit personal data to create and maintain a user profile.
Individuals:	Individuals applying, or appointed, to the Ministry's public agencies.
Use:	Collected to determine qualifications for appointment to a public agency in Alberta, maintain an agency appointment database, and to prepare appointment materials for government review and approval.
Legal Authority:	<i>Public Service Act.</i>

Policy and Programs Branch

Agricultural Processing Industry Directory

PIB#:	39
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Business/organization name, primary name, secondary name, mailing address, phone number, email, website, products, and brands.
Individuals:	Agricultural Processing Companies, consultants, and industry organizations.
Use:	Used to generate an Export Catalogue which is used by International Marketing for buyer missions and by customers looking to source products.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Canadian Agricultural Partnership- Value-Added, Farm Energy and Agri-Processing Program, Alberta Greenhouse Rebate Program, and Alberta Small Brewers Development Program

PIB#: 42

Location: Hard copies of application documents are kept in a locked file cabinet at the J G O'Donoghue Building in Edmonton. Electronic information is stored on Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Applicant name (individual or business), address, phone number, business number (GST) or social insurance number, invoice numbers, total eligible costs, and grant amount.

Individuals: Individuals, organizations or agri-processing businesses applying for grants with the Canadian Agricultural Partnership - Value-Added Programs, Farm Energy and Agri-Processing Program, Alberta Greenhouse Rebate Program, and/or Alberta Small Brewers Development Program.

Use: The PDF scans are used as a record of the original application and are used to determine grant eligibility. The GMS database is used to process grant applications for all programs.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Explore Local

PIB#: 40

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Business and/or organization and/or farm name, primary name, secondary name, mailing address, phone number, email, website, legal land description (online mapping only), areas in the province served, delivery available, local market sales outlets, local market products, product availability, product descriptor, organization mandate, and business type/industry sector.

Individuals: Small-scale producers and processors selling into the local market industry and stakeholders (government / agencies / associations / food service, etc.)

Use: Send notifications and/or information on opportunities related to the local market industry including: industry events, training opportunities, potential sources of funding, industry issues, challenges and partnership opportunities, expand industry networks, and promote business/organization activities online.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Green Certificate Network Application (GINA) or GCTII

PIB#: 41

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Title, name, mailing address, physical address, phone number, cell phone, fax, email, gender, Alberta Student Number, date of birth, farm/business name, school name, school jurisdiction, program registration information, and program test results).

Individuals: Green Certificate trainees, trainers, testers, parents, schools, school jurisdictions (current and past), regional, coordinators, and alternate contacts, enrolled in the Green Certificate Program.

Use: Operational administration of the Green Certificate Program.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Workforce Development program grants

PIB#:	43
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Legal business name of applicant, mailing address, phone number, and fax number; name, position, address, and email of CEO, Chairperson, President or owner; name, position, address, and email of project manager.
Individuals:	Food processors, primary producers, industry organizations, and bio-industrial processors.
Use:	Used to process grant approvals and communicate with grant applicants.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Policy, Strategy and Intergovernmental Affairs

Canadian Agricultural Partnership Farm Water Supply Program Applications

PIB#:	44
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Legal name and/or name of corporate entity and/or legal name of non-profit organization, social insurance number and/or business number, mailing address, phone number, email, client ID, and legal land descriptions.
Individuals:	Individuals or corporations that apply to the Canadian Agricultural Partnership Farm Water Supply Program.
Use:	To process applications to the Canadian Agricultural Partnership Farm Water Supply Program.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Canadian Agricultural Partnership Irrigation Efficiency Program

PIB#: 45

Location: Hard copies of application documents are kept in a locked file cabinet at the J G O'Donoghue Building in Edmonton. Electronic information is stored on Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Applicant name (individual or business), address, phone number, business number (GST) or social insurance number, legal land location of irrigation equipment improvements, irrigation dealer from which equipment was purchased, invoice number, total eligible costs, and grant amount.

Individuals: Individuals or businesses applying for grants with the Canadian Agricultural Partnership Irrigation Efficiency Program to assist producers with the purchase of more efficient irrigation equipment and systems.

Use: To process grant applications under the Canadian Agricultural Partnership Irrigation Efficiency Program; to calculate grant amounts and monitor amounts of remaining grant funds; to keep track of application priority, data received, data approved, date letter sent, date grant paid, and date irrigation improvements were verified; and as a record of the original application and any supporting documents.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Canadian Agricultural Partnership Irrigation Efficiency Program: Long-Term Irrigation Management Plan

PIB#: 46

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Applicant name (individual or business), legal land location, proposed upgrade(s), answers and/or selections from the long-term irrigation management plan questionnaire, and grant amounts received during the course of the program.

Individuals: Individuals or businesses applying for grants with the Canadian Agricultural Partnership Irrigation Efficiency Program to assist producers with the purchase of more efficient irrigation equipment and systems.

Use: The Legal Land Location Spreadsheet is used to determine if there are any repeat land locations, as the program allows for only one grant per parcel. The Grant Amount Spreadsheet is used to monitor the total grant money awarded, to ensure the program maximum of \$150,000 is not exceeded by any individual or business.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Canadian Agricultural Partnership Newsletter / Subscription / Notification Service

PIB#: 47

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: email and preference selection to area of interest.

Individuals: Individuals interested in receiving newsletter or program notifications.

Use: Send notification of significant changes or updates to Canadian Agricultural Partnership programs and to send the Excel file to Campaigner to generate the newsletter mailing list.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Long-Term Water Management Plan Database

PIB#: 48

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Client ID, barcode, name, corporate name, legal entity, phone number, fax number, email, mailing address, and legal land descriptions.

Individuals: Individuals or corporations interested in completing a Long-Term Water Management Plan for their agricultural operation and having it approved by an AF Water Specialist.

Use: To confirm or reconfirm eligibility for the Canadian Agriculture Partnership Farm Water Supply Program; to send notification of changes and/or updates related to current or new programs; to provide follow-up technical assistance on water-related issues when requested; and to compile statistics.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Rural Life Enhancement Section

Alberta Agriculture Hall of Fame Inductees

PIB#: 49

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Name, year of induction, photo, and short biographical sketch of career highlights.

Individuals: Inductees.

Use: Collected to promote the program and the contribution of the inductees to the public.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Alberta Century Farm and Ranch Award Recipients

PIB#: 50

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Name(s), establishment year and type, community, municipality, legal land description of quarter section, MLA, constituency, mailing address, phone number, and email.

Individuals: Award recipient families.

Use: Collected to administer the award programs including award delivery, eligibility verification, and invitations to recognition events.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Rural Utilities Section

Annual Returns & Officers Lists - Gas Co-ops

PIB#: 51

Location: Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained: Name, mailing address, and phone number.

Individuals: Board of directors and management staff of Gas Co-ops incorporated under the Rural Utilities Act.

Use: Information entered online into Corporate Registries as the Gas Co-op Annual Return.

Legal Authority: *Freedom of Information and Protection of Privacy Act, s.33(c).*

Annual Returns & Officers Lists - Rural Electrification Associations and Water Co-ops

PIB#:	52
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, mailing address, and phone number.
Individuals:	Board of directors and management staff of a Rural Electrification Association or Water Co-op incorporated under the Rural Utilities Act.
Use:	Information entered online into Corporate Registries as the Gas Co-op Annual Return.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Remote Area Heating Allowance Program

PIB#:	53
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, spouse name, corporation name, mailing address, legal land location, telephone number, banking information as required for set up of direct deposit for rebate, and delivery receipts of propane or heating oil showing name, address, and legal land location.
Individuals:	Individuals requesting rebates for propane or heating oil used for heating primary residence, non-profit building, commercial building or grain dryer where natural gas service is unavailable or uneconomical.
Use:	To confirm eligibility for program, to set up applicant for direct deposit and to calculate eligible rebate.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Stakeholder List – Gas Distributors

PIB#:	54
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, mailing address, phone number, fax number, email, and cell phone number.
Individuals:	Gas Distributor staff, chairperson, or council contact information.
Use:	Correspondence relating to annual returns and to disseminate information or publications to associations.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Stakeholder List – Rural Electrification Associations

PIB#:	55
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, mailing address, phone number, fax number, email, and cell phone number.
Individuals:	Rural Electrification Association staff contacts.
Use:	Correspondence relating to annual returns and to disseminate information or publications to associations.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Stakeholder List – Water Co-ops

PIB#:	56
Location:	Agriculture and Forestry servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.

Information Maintained:	Name, mailing address, phone number, fax number, email, and cell phone number.
Individuals:	Water Co-op staff or board member contact information.
Use:	Correspondence relating to annual returns and to disseminate information or publications to associations.
Legal Authority:	<i>Freedom of Information and Protection of Privacy Act, s.33(c).</i>

Wildfire Management Branch

FIRES Database

PIB#:	57
Location:	Agriculture and Forestry shared drive on servers at the J G O'Donoghue Building in Edmonton with back-ups stored at various locations including the Agriculture Business Centre in Leduc.
Information Maintained:	Name, home address, age, sex, identifying number, health information including weight and physical activity readiness questionnaire conclusion, wage garnishing information, business telephone number, and address.
Individuals:	Individuals involved in wildland fire operations.
Use:	Wildland firefighting operations and reporting to CRA.
Legal Authority:	<i>Public Service Act.</i>