The University of Victoria collects, uses, discloses and retains personal information only in compliance with the BC Freedom of Information and Protection of Privacy Act (FIPPA). A Privacy Assessment has been conducted and approved by the University Secretary.

1. Collection, use and disclosure
The University of Victoria collects and uses the personal information on this form (equity information) pursuant to section 26 (c) and (e) of the FIPPA.

The university collects and uses equity information directly related to and necessary for the implementation of its employment equity program (the program). In addition, equity information is collected and used to plan the implementation and the evaluation and monitoring the effectiveness of the program, including its employment equity plan, approved by the BC Human Rights Tribunal.

In general, the equity information is used to improve employment equity at UVic.

Equity information is used to report in an aggregated (statistical summary format); no individual will be identified. Statistics about areas where the numbers are small, and therefore might identify individuals, will not be disclosed publically.

2. Security
The information provided on the survey will be treated confidentially. The responses are not anonymous.

Paper-based responses are confidential when they are placed in the return envelope. Once delivered, the forms are stored in the UVic Equity and Human Rights Office (EQHR).

Employees completing the survey on the web, do so using a web browser via the MyPage portal. The responses are securely transmitted between the user’s computer and UVic servers. The UVic servers are located in a facility on campus with strict access control using keycard access, alarm codes, and video surveillance.

3. Access
Access to paper and responses is restricted to select continuing EQHR employees or designated agents of EQHR. When necessary, access to the electronic data is granted to select IT (university systems) employees for system maintenance and troubleshooting purposes only.

4. Correction
Information reported by an employee will be amended or deleted upon written request to the Equity and Human Rights Office.

For more information about the collection and privacy notice or the survey please
- contact the Equity and Human Rights office at 250-721-8488 or eqhr@uvic.ca
- consult the employment equity survey FAQs
- see the university Protection of Privacy policy and Information Security policy and procedures