



Section Access to Information and Privacy Policy	Page 1 of 1
General	Dec 15, 2014

Preamble	<p>Service de transport de Wellington-Dufferin Student Transportation Services is committed to providing reasonable access to information by the public, but at the same time, protecting the personal privacy of individuals, and any confidential information of Service de transport de Wellington-Dufferin Student Transportation Services or third parties.</p> <p>In this respect, Service de transport de Wellington-Dufferin Student Transportation Services has enacted this Policy in furtherance of such principles.</p>
Access to Information	<p>Service de transport de Wellington-Dufferin Student Transportation Services will respond to reasonable requests for access to information by the public, except where such request is contrary to the commitment to protect individual privacy or involves matters confidential to Service de transport de Wellington-Dufferin Student Transportation Services or third parties, or as may be required by law.</p>
Protection of Personal Privacy	<p>All personal information provided to Service de transport de Wellington-Dufferin Student Transportation Services from any source will be maintained on a strictly confidential basis.</p> <p>To the extent that any such information is provided to transportation service providers, Service de transport de Wellington-Dufferin Student Transportation Services will ensure that appropriate clauses are included in the contracts with such transportation service providers which will require such providers to maintain such personal information on a strictly confidential basis.</p> <p>Similarly, all personal information collected about the transportation service provider, the owners, directors, officers, and employees will remain the confidential information of such provider, and will not be divulged to any person or persons or other organization without obtaining the prior written consent from the transportation service provider.</p>
Implementation	<p>Service de transport de Wellington-Dufferin Student Transportation Services will provide appropriate training to all employees or representatives of Service de transport de Wellington-Dufferin Student Transportation Services with respect to the requirements of this Policy.</p>