

<b>Title</b>	Information and Privacy
<b>Policy Number</b>	480
<b>Policy Category</b>	D
<b>Approving Body</b>	Board of Governors
<b>Approval Date</b>	November 23, 2017
<b>Date Last Revised</b>	November 24, 2022
<b>Next Review Due</b>	November 2027

### Section 1: Purpose

- (1.1) This Policy establishes the College's head for the purposes of the Act.

### Section 2: Definitions

- (2.1) In this Policy:  
**"Act"** means the British Columbia *Freedom of Information and Protection of Privacy Act*.  
**"Board"** means the Langara College Board of Governors.  
**"College"** means Langara College.

### Section 3: Designation of Head

- (3.1) The Board designates the President and CEO of the College as head of the College for the purposes of the Act.
- (3.2) If the President and CEO is temporarily absent from the College, the President's general delegation to another person shall exclude delegation as head for the purposes of the Act during the President's temporary absence unless that specific responsibility is explicitly delegated.
- (3.3) If the President and CEO is unable to act or if there is a vacancy in that office and the Board appoints an Acting or Interim President, the Acting or Interim President shall be designated as head of the College for the purposes of the Act.
- (3.4) The Board recognizes that the Act permits the President and CEO to delegate any duty, power or function of the head of the College under the Act, except the power to delegate.

### Section 4: Review Date

- (4.1) A review of this Policy should be completed no later than every five years.