

Road to PIPA Week 9: PURPOSE LIMITATION

Business Unit/Process

Committee Member

PURPOSE LIMITATION: CHECKLIST

- We have clearly identified our purposes for using personal information.
- We have documented the purposes.
- We include details of our purposes in our privacy notice for individuals.
- We regularly review our use of personal information and where necessary, update our documentation and our privacy notice for individuals.
- We make sure that we only use personal information in accordance with the original purpose for which we collected it or as identified in section 10.

Suggested next steps:

1. Give a copy of this checklist to each member of your privacy committee and ask them to complete it.
2. Discuss the outcome of this exercise at your next privacy committee meeting to identify a process for collection, storage, and destruction of sensitive personal information.