

ATTACHMENT 4

New records series created

1. Access to Information and Protection of Privacy (MFIPPA) – Annual Reporting
2. Customer Consultation and Feedback
3. Emergencies
4. Emergency Planning
5. External Associations
6. Forms and Templates
7. Human Rights Complaints and Investigations
8. Incident Reports – Personal Injury
9. Video Surveillance
10. Video Surveillance Access Logs
11. Electronic Products Administration – Collections
12. Image Order Requests
13. Web Content
14. Building Access and Security – Controlled Access Log Files
15. Building Access and Security – Video Surveillance Systems
16. Building Management – Library Leased
17. Pest Management
18. Employee Scheduling
19. Health and Safety – Operational Issues
20. Record of Training
21. Volunteers – Police Reference Checks
22. Volunteer Applications - Unsuccessful
23. Log Files – Integrated Library System
24. Log Files – Depersonalized
25. Log Files – Data Extracts
26. Art Exhibit Applications – Unsuccessful
27. Customer Photography Consent Forms
28. Information Service Enquiries
29. Library Services and Programs – Centrally Coordinated
30. Library Services and Programs – Locally Coordinated
31. Local Agreements
32. Volunteer Manual
33. Co-created Content
34. Customer Contributed Content
35. Customer Submissions and Testimonials
36. Display and Distribution of Materials
37. Dockets – Artwork – Administration
38. Hosted Online Content
39. Image Library
40. Photography Consent/Release Forms
41. Stakeholder Relations