

Board Policy BRD-GC-13

Access to Information & Privacy

Purpose of the Policy

This policy establishes a process for the Board of Directors in relation to requests for access to information.

Policy Statement

Tarion's Access to Information and Privacy Code addresses, among other things, requests for information received by Tarion from third parties. Subsection 8.1 of the Code sets out a number of mandatory exceptions wherein Tarion must refuse to provide access to information.

Subsection 8.2 of the Code sets out a number of exceptions that are described as discretionary wherein Tarion may refuse access to information. That said, in responding to requests for information, Tarion's management will refuse access to a record where any of the exceptions in 8.2 apply unless:

- (a) the record is or becomes public information other than as a result of actions by Tarion;
- (b) such disclosure is required by law;
- (c) disclosure is appropriate in litigation or regulatory proceedings;
- (d) disclosure is made with the consent of the individual or entity to which the information relates; and/or
- (e) disclosure is permitted by the terms of the Code and the Chief Executive Officer and the Chairperson of the Board (or in their absence, or in the event of conflict of interest, respectively the Vice President, General Counsel and the Vice Chairperson of the Board) have adjudged that release of the information is in the best interests of Tarion.

Monitoring Methodology

This policy will be reviewed no less than annually.

Policy Number:	BRD-GC-13
Policy Name:	Access to Information & Privacy Policy
Board Committee:	Governance Committee
Reviewed/Amended Dates:	02/16/17; 11/22/18; 11/21/19; 01/28/21; 01/26/22; 01/25/23
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References:	Governance Committee & Board Meeting Minutes