Privacy Policy – Voters List
Candidate and Former Candidate
Municipal Council and District Education Authority

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Elections Nunavut takes the privacy and security of voter information very seriously. We require candidates to also take it very seriously.

Any candidate in the Municipal General Election who requests a voters list within the statutorily prescribed timeframe will receive a copy of the voters list for their municipality.

1. Scope of Policy

a. <u>This policy applies to the following:</u>
Candidates and former candidates* and any other person or entity who worked on the campaign for or represented the candidate in any capacity. ("Recipient of the voters list")

*An elected mayor, councillor or a member of a District Education Authority (DEA) is considered a former candidate for the purposes of this policy.

b. <u>This policy applies</u> to the voters list that is supplied to the candidate.

2. Restrictions on Use

The *Nunavut Elections Act* permits a voters list and any copies made of it to be used only for electoral purposes. Electoral purposes include communicating with voters for campaign support and contributions.

3. Responsibilities

The Recipient of the voters list is responsible to ensure that only authorized people or entities have access to the voters list.

The voters list must be safeguarded against accidental or unauthorized access, disclosure, use, modification and disposal.

Recipients of the voters list must take reasonable precautions to protect the security and confidentiality of the voters list.

Reasonable precautions include the following:

- Ensuring all people who are authorized by the *Act* to have access to the voters list understand their role in protecting the privacy and security of the voters list.
- If the voters list is in electronic format, ensure the use of strong passwords, encryption and other safeguards are used to minimize access by unauthorised persons.
- Restrict access to where the voters list is stored.

4. Disposition of the voters list

After the election, the Recipients of the voters list is legally responsible to adequately destroy the list or return the list to the Returning Officer. Paper copies must be shredded, burned or otherwise disposed of, and electronic copies must be destroyed.

5. Loss, Theft or Unauthorized Access of the Voter List

If the voters list becomes lost, stolen, or has been accessed without authorization, the Recipient of the voters list must immediately:

- Report the loss, theft or unauthorized access to the Chief Electoral Officer.
- Make all attempts to retrieve the voters list if lost or stolen.
- Document the circumstances.

6. Duration and Termination

This privacy policy comes into effect on April 1, 2019 and will remain in effect until this policy is superseded by a subsequent privacy policy.

Declaration

I, the undersigned declare that:

- I understand and will abide by this privacy policy as submitted, and
- I understand that the *Nunavut Elections Act* provides significant penalties for making a false or misleading statement or for improper use of the voters list.

_____	_____	_____
Candidate Name	Signature of Candidate	Date (YY/MM/DD)
_____	_____	_____
Name of Witness	Signature of Witness	Date (YY/MM/DD)

Submit this signed policy to your Returning Officer or:
Email: privacy@elections.nu.ca Fax: 1.800.269.1125
Mail: 41 Sivulliq Ave. Rankin Inlet, NU X0C 0G0

Privacy: *If you want information about privacy and Elections Nunavut's use of personal information, contact the Chief Privacy Officer at privacy@elections.nu.ca or phone toll free 1.800.267.4394.*