



LGMA is pleased to offer a webinar on

Freedom of Information and Protection of Privacy Training – What Elected Officials Need to Know

Tuesday, June 25, 2019

- Date and Time:** Tuesday, June 25, 2019
Noon – 1:30 p.m.
- Cost:** \$100 per organization + GST, unlimited participants
[Register online](#) before Thursday, June 18, 2019
- Cancellation Policy:** No refunds will be provided after June 18, 2019
although substitutions within your organization are permitted.

Corporate Officers and staff responsible for FOI are encouraged to participate in this webinar with their elected officials.

Join Lisa Zwarn for this 90-minute webinar designed to help educate local government elected officials on the law and best practices pertaining to the BC *Freedom of Information and Protection of Privacy Act* (FIPPA).

The webinar will present relevant, practical and clear information to elected officials on how to conduct business at it relates to FIPPA. Elected officials will gain a better understanding of:

- FOIPP as a legal obligation and their responsibilities under the Act;
- What a record is and what does it mean that a record is under the custody or control of the local government;
- How to handle personal and local government emails, calendars and social media;
- What is considered private vs. public information;
- How to responsibly manage records both while in office and after; and
- How to manage personal information in their care.

Course Format:

The course is presented in a webinar format with registrants participating via a toll-free telephone line and their computer in an on-line webinar conference. Participants will have an opportunity to ask questions throughout the webinar.

Information will be sent to the main registered participant of the organization prior to the webinar. The main registered participant will be responsible for distributing the webinar sign-in information to the other staff attending from their organization.

Presenter: Lisa M. Zwarn, Local Government Consultant