

# **2022 Municipal Election Town of South Bruce Peninsula**

## **Privacy Policy – Identification**

Reviewed April 18, 2022

### **1. Purpose**

- 1.1 The provision of identification by an elector or potential elector is a requirement for many components of the municipal election.
- 1.2 This privacy policy does not pertain to the collection of identification for candidacy.
- 1.3 Identification for the purpose of this policy is defined as that information provided by a person to prove their identity and their residency and will not include forms prescribed for election purposes.

### **2. Procedure**

- 2.1.1 If an elector/potential elector attends Town Hall in person to conduct business in relation to the municipal election and the provision of identification is a requirement of the business being conducted, election staff will view the identification and return the information to the elector/potential elector.
- 2.1.2 No copy will be kept by election staff.
- 2.1.3 Conduct of the business will be the Town's proof that appropriate identification was received.
- 2.2.1 If an elector/potential elector sends or drops off information to Town Hall to conduct business in relation to the municipal election and provides a copy of identification with the information which is sent or dropped off due to the fact that the identification is a requirement of the business being conducted, election staff will view the identification and if satisfied that the business may be conducted, shred the identification provided.
- 2.2.2 No copy will be kept by election staff.
- 2.2.3 Conduct of the business will be the Town's proof that appropriate identification was received.
- 2.3.1 If the election staff are not satisfied that the business may be conducted, all information received from the elector/potential elector will be returned to the elector.
- 3.3.1 No copy of identification provided will be kept by election staff.