

1. Answer: **d**. Putting the records through a cross shredder before putting them in the recycling. See [section 64\(1\)\(c\) and 64\(2\)](#).
2. Answer: **b**. Use or disclosure of minimum amount of information necessary for the specified purpose. See [section 66\(2\)](#) and [section 68\(2\)](#)
3. Answer: **b**. False. See [section 78\(1\)](#).
4. Answer: **c**. the personal information relates directly to and is necessary for the public body's operating program or activity. See [section 61\(c\)](#).
5. Answer: **b**. False. See [section 65](#)
6. Answer: **c**. File a Privacy Complaint with the Information and Privacy Commissioner. See [section 73\(1\)](#).
7. Answer: **a**. True. See [section 115](#)
8. See [section 62\(2\)](#). Answers:
  - a**. the title, business address and business telephone number of an officer or employee of the public body who can answer the individual's questions about the collection;
  - b**. the purpose for collecting the personal information; and
  - d**. the legal authority for collecting the personal information.
9. Answer: **a**. True. See [section 64\(4\)](#).
10. Answer: **b**. At the first reasonable opportunity. See [Section 64\(3\)](#).