

MINISTRY OF TECHNOLOGY, INNOVATION AND CITIZENS' SERVICES

BRIEFING NOTE

Ref: 99886

Date:

I PREPARED FOR: Honourable Andrew Wilkinson, Minister
FOR DECISION

TOPIC: Plaza 400

II ISSUE:

S13, S17

III BACKGROUND:

The Plaza 400 office building is located at 1011, 4th Ave., Prince George, BC., and is approximately 13,411.85 meters square of which 13,205.32 meters square are occupied by various Ministry tenants. The building was constructed in 1977. The office building forms part of a strata-titled hotel/office complex and is owned by Shared Serviced BC and managed by their shared services provider WSI. Days Inn owns the hotel portion of the complex. The 2013 assessed value of the building is \$15,141,000.

IV DISCUSSION:

The mechanical systems for Plaza 400 are more than 35 years old and plans are required for the repair/replacement of the systems to correct ongoing operational issues, to ensure reliable operation, reduce energy costs and GHG emissions and improve overall comfort for the tenants in the building.

At present, Shared Services BC (SSBC) is negotiating with Days Inn to have them separate their services where possible, from those of Plaza 400. The intention is that Days Inn will then pay directly for their energy costs. To this end, Days Inn will be proceeding with a mechanical project of over one million dollars to achieve this separation.

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There are proposed upgrades to Plaza 400 to provide a new heating plant which will substantially increase the heating water efficiency and reduce the carbon foot print of the building; replace the Air Handling Units and dual duct boxes; provide a new chiller; and provide an updated Direct Digital Controls Systems to comply with SSBC Tech Standards. The opportunity to connect to the City of Prince George District Heating system may also be incorporated into this project as primary heat source for the building. The lighting would also be upgraded and save energy through more efficient light fixtures, occupancy sensors and controls.

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Costs	Year 1	Year 2	Year 3	Year 4	Total Project
Consulting					
HVAC Construction					
Forecasted PM Costs					
HVAC Upgrade Sub total			S13, S17		
Lighting Upgrade					
Atrium Glazing					
Total Project Budget					

The Wood Innovation Design Centre (WIDC) is under construction directly across 4th Avenue from the Plaza 400. Expected completion is 2014-15.

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V OPTIONS:

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VI RECOMMENDATION:

S13, S17

Approved / Not Approved

Honourable Andrew Wilkinson, Minister
Ministry of Technology, Innovation and Citizens' Services

PREPARED & REVIEWED BY:

Sarf Ahmed
Associate Deputy Minister, Citizens' Services
Ministry of Technology, Innovation and
Citizens' Services

2013 Meeting Note Advice to Minister

Meeting Date: September 25, 2013

Cliff #: 100010

**Attendees: Mr. John Piercy, Vice-President, Shaw Business;
Mr. Jeff Bray, Manager, Government and Regulatory Affairs-BC**

Issue: Shaw Communications Inc. telecommunications and media products and capabilities.

Conclusion / Next Steps (if any):

- The Province is committed to bridge the digital divide in rural and remote areas of B.C.
- Shaw's continued investment in rural connectivity is encouraged and appreciated.
- The Province recognizes the high cost of provisioning broadband and wireless communications infrastructure in rural and remote B.C. Its approach to addressing this is to aggregate its telecommunications demand and to use the scale of this spend in the market to encourage the private sector to invest in infrastructure improvements.
- The Province continues to consider strategic proposals for new services from all parties and is very interested in the potential of new technological developments.

Background / Facts:

- Biographies of Mr. Piercy and Mr. Bray are included as Attachment 1.
- Shaw is a publicly-traded Canadian telecommunications company with business divisions comprising cable and satellite television access, high-speed Internet, digital telephone, business telecommunications services and broadcast media.
- Shaw is now the largest supplier of home cable services in Canada and one of the largest providers of high-speed Internet.
- In 2010 Shaw restructured and diversified its core business through the acquisition of parts of Canwest Global Communications, making it a major producer of broadcast content.
- The company retreated from an initiative to enter the cellular telephone and wireless Internet market. It is currently providing free Wi-Fi access to subscribers in public locations throughout their service area.
- In 2011, Shaw announced a restructuring that reduced its national workforce of 13,000 by 4 per cent. One hundred and fifty B.C. jobs were affected.
- Shaw's revenues in B.C. are derived from its large customer base of over 1.2 million subscribers. Since 2010, the company has invested more than \$250 million in infrastructure and service improvements in B.C. Its capital investment in the province over the last decade amounts to \$2.5 billion.
- Thanks to federal funding under the Broadband Canada Infrastructure program and to its presence in numerous small markets throughout the province, Shaw is an important contributor to bridging the digital divide.

Analysis:

- In 2008 the Province went to the market to competitively procure for telecommunications services.
- One intended outcome of the procurement was to supply the critical network infrastructure needed to support government operations, including service transformation, e-health, and e-education.
- The second intended outcome was to increase broadband and cellular connectivity in rural and remote areas.
- The original procurement process was cancelled. A Notice of Intent was issued and the Province signed a contract with TELUS.
- Shaw initially expressed concern with the results of the Province's cancelled procurement and subsequent contract with TELUS.
- As part of government's overall vendor communications strategy, Shaw attended meetings with the Strategic Partnership Office. Shaw has been made aware that an Alternate Vendor Strategy has been adopted regarding procurement.
- Shaw continues to be an important provider of telecommunications to the Province: in 2012/13 the Province purchased over \$1.3 million in these services from the company.
- A list of competing suppliers and the scale of the Province's spend on their services is included as Attachment 2. A fact sheet about Shaw is included as Attachment 3.

Attachment(s): 1. Biographies Mr. John Piercy and Mr. Jeff Bray
2. List of Major Telecommunications Suppliers in B.C.
3. Shaw Fact Sheet

Contact: John Jacobson, Deputy Minister
Bette-Jo Hughes, Associate Deputy Minister S17
CJ Ritchie, Assistant Deputy Minister
Wilf Bangert, Executive Lead 250 415-8559

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MAJOR TELECOMMUNICATIONS COMPANIES IN B.C.

Company	Head Office	Revenue 2012 ¹	BC Government Spend 2012 ²
Bell	Montreal	\$ 14.8 billion	\$ 2.3 million
Rogers	Toronto	\$ 12.7 billion	\$ 1.9 million
Shaw	Calgary	\$ 4.7 billion	\$ 1.3 million
TELUS	Burnaby	\$ 11.2 billion	\$ 68.9 million

Sources:

1. TELUS, Shaw, Rogers and Bell (BCE) 2012 Annual Reports.
2. British Columbia Public Accounts 2012/13-Consolidated Revenue Fund Detailed Schedules of Payments for the Fiscal Year Ended March 31, 2013.



Shaw Communications Fact Sheet July 2013

Shaw Companies:

Shaw Communications Inc. serves 3.4 million customers, including 1.8 million subscribers to Shaw Internet and more than one million Home Phone customers. Our extensive and reliable network is comprised of 625,000 kilometres of fibre.

Shaw is traded on the Toronto (SJR.B) and New York (SJR) stock exchanges and is included in the S&P/TSX 60 Index.

Shaw Media is home to many of Canada's most-loved television brands. The company's conventional television network, Global Television, reaches almost 100 per cent of Canadians and is complemented by 19 specialty channels, including HGTV Canada, Food Network Canada, History Television and Showcase. In addition, Global1 is BC's only 24 hour news channel. Global News, Global National News, and Global1 are all produced out of our studios in Burnaby BC.

Shaw Direct is a leading provider of digital direct-to-home satellite TV in Canada. Shaw Direct provides 100 per cent digital picture and Dolby surround sound audio to more than 900,000 customers across the country.

Shaw Business owns and operates a national fibre-optic backbone network, providing data networking, video, voice and Internet services to companies of all sizes.

Shaw Broadcast Services provides satellite-based services to broadcast-distribution undertakings. It manages one of North America's largest full-service commercial signal-distribution networks, delivering more TV and radio signals to North American broadcast redistributors than any other single-source satellite supplier.

Shaw Tracking offers integrated on-board computing technology and wireless data solutions for the Canadian transportation, mobile workforce and logistics industries.

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Jobs and the Economy:

Shaw has 5,000 employees in BC and over 14,000 across Canada.

Current BC Economic Impact:

Annual Capital expenditures over \$250M

Annual Operation Budget \$530M

Total capital Investment last 10 years over \$2.5B

Municipal Taxes: \$12M

Helping to Bridge the Digital Divide:

SHAW has a telecommunication supplier agreement with the Province of British Columbia to provide broadband and telecommunication services. These services provide broadband connectivity to government regional network centers, which service government buildings along with K to 12 public schools on the Provincial Learning Network. The Province currently spends over \$1M annually for SHAW services to provide connectivity across the Province.

Shaw remains committed to working with the Province to “Bridge the Digital Divide” and improve access to high-speed broadband services in rural and remote communities.

Public Affairs Support:

Shaw films and broadcasts more than 300 MLA constituency reports, along with 39 City Council meetings. Shaw TV’s Voice of BC with Vaughn Palmer focuses on the provincial issues of the week, featuring commentary from local and provincial politicians.

Community Support:

A World Of Smiles telethon celebrated its 15th anniversary in 2013 – this partnership between Shaw and BC’s South Asian community benefiting BC Children’s Hospital Foundation has raised more than **\$3,346,830.00** since 1999. The 2013 World of Smiles raised \$335,693.

Miracle Weekend is the culmination of fundraising efforts throughout the year by literally hundreds of diverse groups. The 11 hour miracle weekend telethon is broadcast on Global TV each year. The weekend has raised over \$206 million since 1988. This year the weekend raised \$18.4 million.

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2013 Meeting Note Advice to Minister

Meeting Date/Time: September 11, 2013, 4:30pm – 5:30pm

Cliff #: 100004

Attendees:

- Honourable Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services
- Honourable Amrik Virk, Minister of Advanced Education
- Honourable Shirley Bond, Minister of Jobs, Tourism and Skills Training
- Honourable Steve Thompson, Minister of Forests, Lands and Natural Resource Operations (TBD)
- John Jacobson, Deputy Minister of Technology, Innovation and Citizens' Services
- Bruce Strongitham, Chief of Staff
- Will Robson, Ministerial Assistant
- Jeff Keen, CEO Accelerate Okanagan
- Lane Merrifield, Founder Club Penguin, Entrepreneur
- Deborah Buszard, Deputy Vice-Chancellor and Principal UBC Okanagan
- Jim Hamilton, President Okanagan College
- Jim Paterson, Executive Director of Business Development, City of Kelowna
- Lance Priebe, Founder Club Penguin & Hyper Hippo Games, Entrepreneur
- Ron Cannan, MP Kelowna / Lake Country
- Sascha Williams, Studio Head Disney Interactive
- Robert Fine, Central Okanagan Development Commission

Issue: Introduction to Accelerate Okanagan and a brief on plans for an Okanagan Innovation Centre.

Conclusion / Activities:

- Accelerate Okanagan has begun planning for the construction of a new Okanagan Innovation Centre.
- The centre will bring together various stakeholders and create a space where students and entrepreneurs can launch their businesses.
- The organization hopes to break ground in 2014.
- Financial support for the project has already been discussed with the Government of Canada; the organization will also be pursuing municipal funding.
- Accelerate Okanagan is hoping the Provincial Government will make a financial commitment to the project.

Background / Facts:

- Accelerate Okanagan (AO) is a technology focused not-for-profit formed with the mission to increase the number of technology companies that start and grow in the Okanagan by helping to develop and support a vibrant entrepreneurial, creative and innovative technology community and providing programs that support entrepreneurs and technology companies looking to start, accelerate and grow.
- AO is a delivery partner of the BC Innovation Council's (BCIC's) Venture Acceleration Program and a member of the BC Acceleration Network (BCAN). The program helps start-up and early stage technology

companies accelerate growth and maximize business development opportunities.

- In addition to the provincial funding provided by BCIC, AO received funding from Western Economic Diversification Canada (WD) and the National Research Council's Industrial Research Assistance Program (NRC-IRAP).
- Accelerate Okanagan's programs combine elements such as needs assessments, hands on coaching, mentorship, and access to world class expertise in order to help entrepreneurs and companies accelerate growth and maximize opportunity for business development.
- Key client groups include students, entrepreneurs, start-ups, early stage companies, established technology companies and technology service providers who wish to start and grow technology companies.

Attachment: Attachment A: Bio for Jeff Keen

Contact: *John Jacobson, DM (250 387-8852), CJ Richie, ADM*

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2013 Meeting Note Advice to Minister

Meeting Date: September 25, 2013, 1:30 p.m. – 2 p.m.

Cliff #: 100089

Attendees:

- Honourable Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services
- John Jacobson, Deputy Minister of Technology, Innovation and Citizens' Services
- Rick Brouwer, Executive Director, Skeena Nass Centre for Innovation in Resource Economics

Issue: Introduction to Skeena Nass Centre for Innovation in Resource Economics (SNCIRE)

Conclusion:

- We appreciate the current strategies underway by SNCIRE to provide growth in the region. The government of BC will thoughtfully consider how we might support further opportunities in the context of the BC Technology Strategy and the BC Jobs Plan.

Background / Facts:

- SNCIRE – pronounced 'sincere' is a non-profit society serving Northwest BC, focused on the Skeena-Nass region.
- SNCIRE's mandate is to achieve an economically, environmentally and socially sustainable economy in the northwestern part of BC by identifying, developing and promoting innovative opportunities in natural resource products and markets.
- Current partnerships include FPInnovations, BC Timber Sales, Forestry Innovation Investments and the regional District of Kitimat-Stikine.

Analysis:

- SNCIRE is responsible for implementing and coordinating the Northwest Labour Market partnership program (NLMP), which was funded by the Ministry of Jobs, Tourism and Industry BC and sponsored by BC Hydro's Northwest Transmission Line project. The NLMP initiative aims to bring together industry leaders, government, First-Nations, education, small business and labour to increase job opportunities for local residents. Key stakeholders include BC Hydro and the Province of BC. The project is expected to produce and fill thousands of jobs within Northwestern BC. The project is slated to end by the end of 2013.
- SNCIRE is collaborating with Regional District of Kitimat-Stikine to develop a regional digital atlas, which will display environmental assets in the Northwest region of BC. The rationale is to localize the information to increase awareness, and foster investment and new product development, which aligns with the BC Technology Strategy.
- Research is currently underway by the University of Northern BC and University of Laval to assess the properties of the Western Balsam Fir tree and test the resin as a replacement for the harmful chemical Bisphenol A used in plastics. The research could also potentially identify higher market value uses, which would drive new commercial ventures in the region.
- SNCIRE is currently working with stakeholders including BC Timber Sales, Kyahwood Forest Products, Skeena Sawmill and West Fraser PIR on a list of potential research topics for a proposed Skeena Nass Research Program, which will be led by FPInnovations.
- SNCIRE would like to provide a brief overview of both their past and future initiatives to increase the awareness of the importance of continuous development in the northwestern part of British Columbia.

Attachment 1: Bio - Rick Brouwer

Contact:

John Jacobson, Deputy Minister, Ministry of Technology, Innovation and Citizens' Services 250-387-8852

Kevin Butterworth, Executive Director, Ministry of Technology, Innovation and Citizens' Services 250-356-1894

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2013 Meeting Note Advice to Minister

Meeting Date/Time: October 17th 10:45-11:15

Cliff #: 100222

Attendees: TBD

Issue: Introduction to the Association of Professional Engineers and Geoscientists of BC (APEGBC)

Conclusion / Activities:

APEGBC has provided a deck (Attachment A) for presentation at the meeting. They are active with a number of ministries. Activities within the purview of various Government Ministries and Agencies include:

- Making BC Schools and Mid-rise Post-Secondary Institution Buildings Seismically Safe.
- Assisting the Building and Safety Standards Branch to review and implement the 2012 BC Building Code.
- With the support and assistance of the Building and Safety Standards Branch APEGBC has developed professional practice guidelines in the following areas: Building envelope, fire protection, and structural engineering design services for 5 and 6 storey wood frame buildings.
- Seismic Slope Stability Assessments pursuant to changes in the BC Building Code.

The Development Services Branch also collaborates with Building and Safety Standards Branch on the development of the BC Building Code 2012 and other building related publications.

Background:

- APEGBC administers the *Engineers and Geoscientists Act* which regulates the practice of professional engineering and professional geoscience in BC. Third largest regulatory body in the province with 27,000 members in practicing engineering and geoscience.
- APEGBC administers the *Engineers and Geoscientists Act* which regulates the practice of professional engineering and professional geoscience in BC.
- Mandate to uphold and protect the public interest in the practice of the professions (health, safety, and the environment)

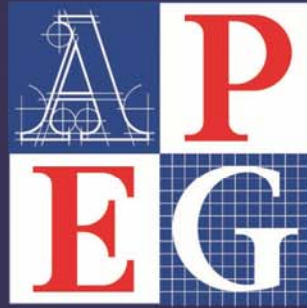
Analysis:

- APEGBC priorities for the coming year:
 - Improving foreign credential recognition.
 - Assisting educational institutions in conveying to government the need for the establishment or expansion of engineering programs.
 - Supporting initiatives to better address the low number of women who pursue and retain careers in engineering.
 - Attracting youth to the profession.
 - Examining the impact of globalization on the regulation of the professions.
 - Examining with the BC Provincial Emergency Program ways that APEGBC can assist in the preparation and execution of emergency response related to natural disasters (e.g. earthquakes, landslides, etc.).
 - Working with the Applied Science Technologists.

Attachment: Attachment A: APEGBC and the Government

Contact: *John Jacobson, DM (250 387-8852), CJ Richie, ADM*

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Professional Engineers
and Geoscientists of BC

APEGBC and the BC Government

Working together for the benefit of British Columbians

Presented to: Hon. Andrew Wilkinson
Minister of Technology, Innovation & Citizens' Services

Presented by: Dr. Michael Isaacson, P.Eng., FEC, FGC (Hon.), President
Ann English, P.Eng., Chief Executive Officer and Registrar

October 17, 2013

Overview

- Introductions
- APEGBC History and Background
- APEGBC Working with the BC Government
- Professional Engineers and Geoscientists Leading Technology Innovation
- Priorities for the Coming Year
- Continued Collaboration and Next Steps

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APEGBC Background

- APEGBC administers the *Engineers and Geoscientists Act* which regulates the practice of professional engineering and professional geoscience in BC.
- Mandate to uphold and protect the public interest in the practice of the professions (health, safety, and the environment)
- APEGBC is one of the largest professional associations in the province with over 29,000 members, licensees, members in training, and student members.
- Long history of working with governments on public interest issues involving the practice of engineering and geoscience.

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APEGBC History

- In 1920 the *Engineers Act* created the Association of Professional Engineers of British Columbia (now APEGBC), and set out its powers, duties, and responsibilities.
- Like the current version of the *Act*, the 1920 Act dealt with registration, discipline and unregistered practice but all provisions reflected the educational system, Canadian society and its norms, engineering practices and the technology of the day.
- The Association of Professional Engineers of British Columbia (APEBC) became The Association of Professional Engineers *and Geoscientists* of British Columbia (APEGBC) when geoscientists were added in 1990.

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APEGBC and its Work with Government

- Working to Address BC's Natural Hazards
 - Guidelines for **Legislated Landslide Assessments for Proposed Residential Developments in BC**
 - Guidelines addressing **flood hazards** and **resource road construction**
 - Worked with the Ministry of Health to develop Guidelines for **Professionals Working under the Sewerage System Regulation**
 - Developed Guidelines for **Dam Safety Reviews** in collaboration with the Ministry of Forests, Lands and Natural Resource Operations - Currently working with the Ministry of Energy and Mines to expand this to mine dams
- Supporting Economic Development in BC
 - Working with the Ministry of Jobs, Tourism, and Skills Training to improve **recognition processes for foreign-trained professionals**
 - Enhancing support systems for **professional reliance legislation**
 - **Expanding the knowledge base** of BC's professional engineers and geoscientists

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APEGBC and its Work with Government

- Making BC Schools and Mid-rise Post-Secondary Institution Buildings Seismically Safe
 - Assisting the Ministry of Education implement **Seismic Retrofit Program** for public school buildings since 2004.
 - Working with the Ministry of Advanced Education to revise the Seismic Retrofit Guidelines for low rise BC schools so they can be applied to the seismic upgrade of **BC's university buildings** up to 8 stories since 2012.
- Contributing to Emergency Management
 - Exploring with Emergency Management BC ways that we can assist in the preparation and execution of emergency response related to natural disasters.

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APEGBC and its Work with Government

- Working with BC's Natural Resources
 - Guidelines for **Forest Resource Roads**
 - Guidelines for **Terrain Stability Assessments**
- Providing Solutions for BC's Buildings
 - Assisting the Building and Safety Standards Branch to review and implement the 2012 BC Building Code.
 - With the support and assistance of the Building and Safety Standards Branch APEGBC has developed professional practice guidelines in the following areas:
 - **Building envelope, fire protection, and structural engineering design services for 5 and 6 storey wood frame buildings.**
 - **Seismic Slope Stability Assessments** pursuant to changes in the BC Building Code.

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P.Eng. and P.Geo. Technology Innovation

- Engineers and geoscientists are essential in developing new and innovative technological solutions with global reach that improve lives and grow the economy.
- APEGBC and its members offer support for Government's technology strategy. Let us know how we can help.

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P.Eng. and P.Geo. Technology Innovation Examples

Lab-on-a-Chip

Designed in BC, "lab-on-a-chip" is a low cost test device used for pathogen detection in remote villages to combat infant mortality, and for wider biomedical use in the future. Results are delivered in just hours and it can be used in the field.



Owner: Dr. Ash Parameswaran, P.Eng.

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Professional Engineers
and Geoscientists of BC

P.Eng. and P.Geo. Technology Innovation Examples

PowerLogic ION8650 High End Utility Meter

Launched to help utilities with smart grid metering applications. Utilities can make use of advanced power quality analysis to further optimize the grid's performance, leading to greater efficiencies in their energy management.



Owner: Schneider Electric

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Professional Engineers
and Geoscientists of BC

P.Eng. and P.Geo. Technology Innovation Examples

SortOre™ Mineral Sorting System

A mineral sorting system that combines high frequency electromagnetic mineral sensing and electromechanical sorting systems to recover base metals from rocky waste material. The technology has positive economic and environmental impacts on mine operations increasing margins, reducing costs and increasing mine life wherever it is applied.

Owner: MineSense Technologies



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APEGBC Priorities for the Coming Year

Addressing the expected labour shortage for professional engineers and geoscientists by:

- **Improving foreign credential recognition in the future through:**
 - Improved communication of the competencies and outcomes of the requirement for applicants to have one year of experience in a Canadian work environment.
 - Further examination of the benefit and outcomes of English language competency assessment tools
 - Development of an online tool to enable internationally trained engineers to do a preliminary assessment of their competencies related to Canadian requirements
- **Supporting post-secondary education:**
 - Assisting educational institutions in conveying to government the need for the establishment or expansion of engineering programs
- **Addressing the gender gap:**
 - Supporting initiatives to better address the low number of women who pursue and retain careers in engineering

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APEGBC Priorities for the Coming Year

Addressing the expected labour shortage for professional engineers and geoscientists by:

- **Attracting youth to the profession:**
 - Enhanced career awareness activities and collaboration with other science and technology organizations
- **Examining the impact of globalization on the regulation of the professions:**
 - Addressing the public safety aspect of professionals performing engineering and geoscience work globally due to a rapidly changing world of technology and outsourcing of work to professionals in other countries
 - Regulating members' practice when it extends outside BC's borders

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APEGBC Priorities for the Coming Year

Emergency Planning

- Examining with the BC Provincial Emergency Program ways that APEGBC can assist in the preparation and execution of emergency response related to natural disasters (e.g. earthquakes, landslides, etc.)

Working with the Applied Science Technologists

- ASTTBC/APEGBC joint board continues to work on a stakeholder driven solution for professional reliance opportunities for professional engineers and applied science technologists

Are There Emerging Issues?

- Matters that relate to APEGBC that are likely to be of concern to government in the next few years?

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Continued Collaboration and Next Steps

- We look forward to continuing to work together for the people of British Columbia.
- How can we help support the British Columbia Technology Strategy?

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Further Details or Information

Ann English, P.Eng.

Chief Executive Officer and Registrar

Phone: 604-412-4850

Email: aenglish@apeg.bc.ca

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2013 Information Note Advice to Premier

Date: November 6, 2013

Cliff #: 100328

Issue: BC Technology Sector -- Strategic Opportunities in Asia

Conclusion:

- The Premier's Jobs and Trade mission to Korea, Japan and China, will allow BC to forge and expand upon strategic opportunities for BC's technology sector.
- The sheer size and rapid growth of the Asian technology sector provides major opportunities for BC technology companies to expand and have access to international talent.
- BC has a considerable array of strengths that may be emphasized to showcase our technology sector and help expand markets, including:
 - Existing competitive advantages and investments in our main technology subsectors;
 - A multicultural technology sector workforce with the skills and capacity to compete and expand internationally; and,
 - An extremely competitive and attractive business environment.

Background / Facts:

- The BC technology industry is a significant economic engine for the province and is outpacing traditional resource-based industries in revenue and employment, both in current size and growth rate.
- Technology is one of the eight key sectors identified in 'Canada Starts Here: The British Columbia Jobs Plan' and accounts for almost six percent of provincial GDP.
- Flowing from the Jobs Plan, the BC Technology Strategy focuses on four key action items to deliver on technology sector priorities:
 - accelerating technology commercialization and adoption;
 - building on regional strengths to create new opportunities;
 - developing talent for a knowledge-based economy; and,
 - expanding markets for British Columbia technology.

Analysis:

- The upcoming Jobs and Trade mission to Korea, Japan and China, will allow BC to forge and expand upon strategic opportunities for BC's technology sector. BC is well positioned to compete for global market share by continuing to build upon its foundation of a global trade office network, a strong talent base and focused provincial investment.
- **Strength:** BC has existing competitive advantages and investments in our main technology subsectors, with clusters of excellence in:

- clean technology;
 - information and communication technologies;
 - wireless, digital and screen based media; and,
 - health and life sciences.
- **Strength:** BC's multicultural technology sector workforce has the skills and capacity to compete and expand internationally. The technology sector:
 - Employs over 84,000 people, more than the forestry, mining and oil and gas sectors combined;
 - Was the second fastest creator of new jobs in the private sector over the past decade;
 - Has grown revenue from \$12.1 billion in 2001 to \$18.9 billion in 2009, an average of 5.7 percent annually, more than double the rate of overall provincial GDP growth;
 - Has grown technology exports from \$2.2 billion in 2001 to \$4.1 billion in 2009, which now represents 10 percent of all BC exports; and,
 - Continues to expand due to strongly linked entrepreneurial and regional networks, world-class post-secondary institutions, technology acceleration and commercialization programs and regional industry clusters, both emerging and mature.
 - **Strength:** BC has made it a priority to create an extremely competitive business environment, and attract new investments and facilitate market access by:
 - Enhancing access to capital through venture capital tax credit programs;
 - Streamlining regulatory requirements to reduce barriers to trade and major projects;
 - Pursuing new sources of innovation funding through federal and industry partnerships;
 - Harmonizing provincial policies with major trade partners and adopting competitive policy and practices.
 - **Opportunity:** The global technology market is enormous, growing rapidly, and represents a significant opportunity for the province:
 - Global technology industry revenues for 2011 are estimated at \$8.8 trillion, representing 14 percent of global GDP of \$63 trillion.
 - The growth rate of the global high technology manufacturing industry averaged 7.4 percent over the period 2001-2010.
 - **Opportunity:** A key initiative identified in the BC Technology Strategy is to work with the federal government to expand expedited immigration for skilled workers, entrepreneurs and researchers, and international post-secondary students.
 - In April 2013, Citizenship and Immigration Canada launched its new federal Start-Up Visa program. The five-year pilot project aims to bring innovative young companies and their entrepreneurs to Canada.

Contact: Kevin Butterworth, Executive Director, Technology and Innovation, 250-356-1894

2013 Decision Note Advice to Minister

Date: December 12, 2013

Cliff #: 100461

Issue: Amendments are required to update the Designation and Directions respecting the BC Services Card and personal identity information.

Recommendation / Next Steps (if any):

- Approve minor housekeeping amendments (changing the ministry name and adding two accepted pieces of secondary identification) necessary to update the BC Services Card Designation and Directions.
- Sign the updated Designation and Directions prior to December 8th, 2013 (Attached).

Pros:

- Ensures that the Ministry of Technology, Innovation and Citizens' Services continues to be recognized as the designated Provincial Identity Information Service Provider (PIISP), under its new name.
- Ensures that the "required identification" tables in all the Directions remain current and consistent with the current practice of the Insurance Corporation of British Columbia (ICBC) as well as consistent with each other.

Cons

- None identified.

Background / Facts:

- On July 16, 2012 the Ministry of Labour, Citizens' Services and Open Government was designated as the PIISP, with authority to issue the BC Services Card and to manage provincial identity information services on behalf of government.
- At that time, directions were also issued to
 - the PIISP respecting the issuance of the BC Services card and the protection of personal information (Direction 1/12); and
 - the Medical Services Commission respecting the identity-proofing standards that must be applied when adult beneficiaries are proving their identity for the purpose of enrolling or renewing their enrollment in the Medical Services Plan (Direction 3/12).
- On February 10, 2013 a new direction was issued to ICBC respecting identity proofing standards for the issuance of the BC Services Card (Direction 1/13).
- Minor updates were made at the same time to the PIISP Designation and to Directions 1/12 and 3/12 to reflect the designated ministry's name change and to update the "required identification" tables.

Analysis:

- The authority to designate a public body as a PIISP is exercised by indicating the public body by name. As a result, when a change to the name of the designated public body occurs, it is beneficial to update the Designation accordingly.
- The “required identification” tables found in the all of the Directions - which list documents that are currently accepted as proof of identity and any conditions that apply to those documents – are subject to change. As a result, periodic updates to these Directions are necessary.
- The two newly proposed secondary identifications (the Nexus Card and the Department of National Defense 404 Driver Licence) are considered highly secure and reliable identification cards. Approved by the Canadian Council of Motor Transport Administrators, they are recommended to be used as supporting identification to obtain a driver’s license within Canada.
- The revised Directions are required to be effective on December 8, 2013, to coincide with ICBC’s scheduled release of system code changes that support usage of the two new pieces of secondary identification.
- Key members of the BC Services Card project and representatives of the Medical Services Commission have been consulted on the changes and have confirmed that they have no concerns.

Other Options:

N/A

Approved/ Not approved

Honourable Andrew Wilkinson**December 20, 2013****Date****Attachment(s): (4)**

- 1) ***Designation of a PIISP***
- 2) ***Directions to the PIISP (Direction 1/12)***
- 3) ***Direction to MSC (Direction 3/12)***
- 4) ***Direction to ICBC (Direction 1/13)***

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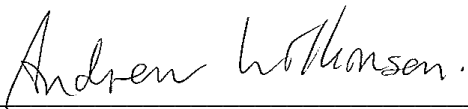


Minister of Technology, Innovation and Citizens' Services
Designation of a Provincial Identity Information Services Provider pursuant
to Section 69.2 (1) of the
Freedom of Information and Protection of Privacy Act

I, Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services, make the following designation under section 69.2 (1) of the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996 c. 165. This designation rescinds and replaces the designation made February 10, 2013.

1. The Ministry of Technology, Innovation and Citizens' Services is designated the Provincial Identity Information Services Provider for the Province of British Columbia, effective December 20, 2013.
2. The Provincial Identity Information Services Provider is authorized by section 69.2 (2) of the *Freedom of Information and Protection of Privacy Act* to provide the following services for the Province of British Columbia:
 - (a) identifying an individual;
 - (b) verifying the identity of an individual;
 - (c) updating personal identity information about an individual;
 - (d) issuing a physical or an electronic credential to an individual; and
 - (e) managing the information associated with a physical or an electronic credential.
3. The Provincial Identity Information Services Provider is also authorized under section 69.2 (2) (f) of the *Freedom of Information and Protection of Privacy Act* to provide the following additional services related to personal identity information:
 - (a) managing an electronic identity information service that other public bodies can register to use in order to ensure the identity of individuals accessing in-person and online services;
 - (b) identifying, investigating and managing actual or suspected instances of identity fraud; and

- (c) recovering a physical credential issued to an individual under section 69.2 (2) (d) of the *Freedom of Information and Protection of Privacy Act* where identity fraud or misuse of the credential has been confirmed or where the credential is no longer valid.
- 4. In exercising its authority under section 69.2 (2) of the *Freedom of Information and Protection of Privacy Act*, the Provincial Identity Information Services Provider must comply with the directions attached to this designation.
- 5. This designation remains in effect until it is rescinded or replaced.



Honourable Andrew Wilkinson
Minister of Technology, Innovation and Citizens' Services
December 20, 2013



PERSONAL IDENTITY INFORMATION DIRECTION

TO: THE MEDICAL SERVICES COMMISSION

DIRECTION: 3/12

SUBJECT: Direction on Identity-Proofing Individuals for the Purposes of Enrollment or Renewing Enrollment in the Medical Services Plan

AUTHORITY: This direction is issued under section 69.2 (3) (a) of the *Freedom of Information and Protection of Privacy Act*.

APPLICATION: This direction applies to the Medical Services Commission

EFFECTIVE DATE: December 20, 2013

Honourable Andrew Wilkinson
Minister of Technology, Innovation and Citizens' Services

Minister of Technology, Innovation and Citizens' Services
Direction to the Medical Services Commission
issued under Section 69.2 (3) (a) of the
Freedom of Information and Protection of Privacy Act

I, Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services, issue the following direction to the Medical Services Commission under section 69.2 (3) (a) of the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996 c. 165. This direction amends and replaces the direction issued February 10, 2013.

A. Definitions

In this direction:

“adult” means an adult as defined in section 1 of the *Medicare Protection Act*;

“agent” means an agent as defined in section 1 of the Medical and Health Care Services Regulation.

B. Identity Proofing Direction

For the purposes of enrollment and renewal of enrollment in the Medical Services Plan of adults, including the deemed residents referred to in section 7.1 of the Medical and Health Care Services Regulation, the Medical Services Commission is directed to comply with the following identity proofing standards:

1. Unless the Commission has exempted the adult pursuant to section 7.1 of the *Medicare Protection Act*, the Medical Services Commission must require the adult to:
 - a. attend in person before an agent; and
 - b. provide two pieces of identification described in the attached Schedule A tables, of which at least one is described in Table 1 (Accepted Primary Identification). The adult may provide two pieces of identification from Table 1, as long they were not issued by the same issuing authority.
2. The Medical Services Commission must ensure that the identification provided under section 1(b) above is provided in accordance with the conditions described in each of the tables set out in the attached Schedule A and also in accordance with the following conditions:
 - a. each piece of identification presented to the agent must be an original or a true copy of the original, certified by the issuing government agency;

- b. the identification documents from Table 1 (Accepted Primary Identification) cannot be expired, unless otherwise noted in the table; and
 - c. the identification documents from Table 2 (Accepted Secondary Identification) may be expired for up to one year, unless otherwise noted in the table.
- 3. The Medical Services Commission must require the adult to provide additional evidence where the individual's name has changed (or is different from the name shown on the presented identification). Required evidence to provide proof of a name change is set out in the attached Schedule B. Each presented name change document must be an original or a true copy of the original, certified by the issuing government agency.
- 4. The Medical Services Commission must require the agent to take a photograph and obtain the signature of an adult that is required to attend in person before the agent.

Schedule A: Required Identification Documents

TABLE 1 Accepted Primary Identification

The following documents are accepted as primary identification, except where noted:

Type of identification	CONDITIONS
B.C. driver's licence or learner's licence	<ul style="list-style-type: none"> • Must include the individual's photograph and signature • Accepted up to three years after the expiry date on the licence • Not accepted if the individual last used a student, work, visitor, temporary-resident or refugee permit as primary ID to obtain the BC Driver's licence or BC learner's driver's licence
B.C. identification card (BCID)	<ul style="list-style-type: none"> • Accepted up to three years after the expiry date on the card. • Older BCID cards without an expiry date are not accepted as primary identification • Not accepted if the individual last used a student, work, visitor, temporary-resident or refugee permit as primary ID to obtain the BCID
Birth certificate	<p>Most Canadian birth certificates are accepted as primary ID</p> <p>Documents that are not accepted include:</p> <ul style="list-style-type: none"> • baptismal certificates • certificates of live birth • Quebec birth certificates issued <i>before</i> 1994 • Manitoba birth certificates issued by a "division registrar" • Ontario Long Form Birth Certificates • Canadian Registration of Birth Abroad certificates
Canadian citizenship card	<ul style="list-style-type: none"> • The <i>commemorative sheet</i> that comes with a citizenship card is not accepted as primary ID • Citizenship Certificates issued on or after Feb. 1, 2012 are not accepted as primary or secondary ID
Canadian passport	<ul style="list-style-type: none"> • Not accepted if expired • Must show the individual's full legal name
Canadian record of landing	

Canadian immigration identification record	<ul style="list-style-type: none"> • Not accepted if expired
Identity card	<ul style="list-style-type: none"> • Issued by the Department of Foreign Affairs and International Trade to foreign representatives accredited to Canada • Not accepted if expired
Permanent resident card	<ul style="list-style-type: none"> • Not accepted if expired • <i>Confirmation of permanent resident, IMM5292 or IMM5688</i>, is not accepted as primary ID
Secure certificate of Indian Status	<ul style="list-style-type: none"> • Only new design cards issued by Aboriginal Affairs and Northern Development Canada are accepted as primary ID
Student, work, visitor, OR temporary-resident permit.	<ul style="list-style-type: none"> • Accepted if there are more than six months remaining until the expiry date of the permit

TABLE 2 Accepted Secondary Identification

The following documents are accepted as secondary identification, except where noted:

Type of identification	CONDITIONS
Bank card	<ul style="list-style-type: none"> • The individual's name must be imprinted on the card and the individual must have provided a signature on the reverse of the card
Baptismal certificate	<ul style="list-style-type: none"> • Not accepted as secondary identification
Birth certificate from foreign country	
Canadian Forces ID	
Canadian Registration of Birth Abroad certificates	<ul style="list-style-type: none"> • Not accepted as secondary identification
Correctional service conditional release card	
Credit card	<ul style="list-style-type: none"> • The individual's name must be imprinted on the card

Department of National Defense 404 Driver Licence	<ul style="list-style-type: none"> • Must show the individual's name • Must include the individual's signature and photograph
Driver's licence (Canadian or U.S.)	
Employee ID card with photo	
Foreign Affairs Canada or consular ID	
Health card issued by a Canadian province or territory	Example: B.C. CareCard
Native Status card	
Naturalization certificate	
Nexus Card	<ul style="list-style-type: none"> • Must show the individual's name • Must include the individual's photograph
Parole certificate ID	
Passport (Canadian or foreign, including U.S. passport card)	<ul style="list-style-type: none"> • Must show the individual's full legal name • Not accepted if expired
Police identification	
Possession and Acquisition Licence (PAL)	
Social insurance card	<ul style="list-style-type: none"> • Newer cards without a signature strip are not accepted
Student card (school ID)	
Vehicle registration	<ul style="list-style-type: none"> • Must include the individual's signature

Schedule B: Required Evidence of a Name Change

1. If an individual's name has changed, he or she must provide evidence of the name change. One of the following documents may be presented as evidence of the name change:
 - a. a marriage certificate; or
 - b. a name change certificate.
2. If an individual's name has changed more than once, he or she must provide "linking documents" that show every change of name. Accepted linking documents include:
 - a. a marriage certificate;
 - b. a name-change certificate;
 - c. a divorce certificate that includes both the individual's married name and the individual's previous name; or
 - d. a court order, stamped by the court registry.



PERSONAL IDENTITY INFORMATION DIRECTION

TO: THE INSURANCE CORPORATION OF BRITISH COLUMBIA

DIRECTION: 1/13

SUBJECT: Direction on Identity-Proofing Applicants for the BC Services Card

AUTHORITY: This direction is issued under section 69.2 (3) (a) and (b) of the *Freedom of Information and Protection of Privacy Act*.

APPLICATION: This direction applies to the Insurance Corporation of British Columbia

EFFECTIVE DATE: December 20, 2013

Honourable Andrew Wilkinson
Minister of Technology, Innovation and Citizens' Services

Minister of Technology, Innovation and Citizens' Services
Direction to the Insurance Corporation of British Columbia (ICBC)
issued under Section 69.2 (3) (a) and (b) of the
Freedom of Information and Protection of Privacy Act

I, Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services, issue the following direction to ICBC under section 69.2 (3) (a) and (b) of the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996 c. 165. This direction amends and replaces the direction issued February 10, 2013.

A. Definitions

In this direction:

“agent” means a government agent or a person who is authorized in writing by ICBC to provide identity proofing services;

“photo BC Services Card” means a version of the BC Services Card that displays a photograph of the holder, as defined in section 1 of the Identification Card Regulation, B.C. Reg. 4/2013;

“provincial identity information services provider” means a public body that is designated as a provincial identity information services provider under section 69.2 (1) of the *Freedom of Information and Protection of Privacy Act*.

B. Identity Proofing Direction

For the purposes of issuing the BC Services Card on behalf of the Provincial Identity Information Services Provider, ICBC and its agents are directed to comply with the following identity proofing standards:

1. In issuing the combined BC Driver's Licence and Services Card, ICBC's identity proofing standards for issuing a BC Driver's Licence will apply.
2. In issuing the photo BC Services Card, ICBC must require the applicant to:
 - a. attend in person before ICBC or one of its agents; and
 - b. provide two pieces of identification described in the attached Schedule A tables, of which at least one is described in Table 1 (Accepted Primary Identification). The applicant may provide two pieces of identification from Table 1, as long as they are not issued by the same issuing authority.

3. ICBC must ensure that the identification provided under section 2 (b) above is provided in accordance with the conditions described in each of the tables set out in the attached Schedule A and also in accordance with the following conditions:
 - a. each piece of identification presented to ICBC or an agent must be an original or a true copy of the original, certified by the issuing government agency;
 - b. the identification documents from Table 1 (Accepted Primary Identification) cannot be expired, unless otherwise noted in the table; and
 - c. the identification documents from Table 2 (Accepted Secondary Identification) may be expired for up to one year, unless otherwise noted in the table.
4. ICBC must require an applicant to provide additional evidence where the applicant's name has changed (or is different from the name shown on the presented identification). Required evidence to provide proof of a name change is set out in the attached Schedule B. Each presented name change document must be an original or a true copy of the original, certified by the issuing government agency.
5. ICBC or one of its agents must take a photograph of the applicant and obtain the applicant's signature.

Schedule A: Required Identification Documents

TABLE 1 Accepted Primary Identification

The following documents are accepted as primary identification, except where noted:

Type of identification	CONDITIONS
B.C. driver's licence or learner's licence	<ul style="list-style-type: none"> • Must include the applicant's photograph and signature • Accepted up to three years after the expiry date on the licence • Not accepted if the applicant last used a student, work, visitor, temporary-resident or refugee permit as primary ID to obtain the BC Driver's licence or BC learner's licence
B.C. identification card (BCID)	<ul style="list-style-type: none"> • Accepted up to three years after the expiry date on the card • Older BCID cards without an expiry date are not accepted as primary identification • Not accepted if the applicant used a student, work, visitor, temporary-resident or refugee permit as primary ID to obtain the BCID
Birth certificate	<p>Most Canadian birth certificates are accepted as primary ID</p> <p>Documents that are not accepted include:</p> <ul style="list-style-type: none"> • baptismal certificates • certificates of live birth • Quebec birth certificates issued <i>before</i> 1994 • Manitoba birth certificates issued by a "division registrar" • Ontario Long Form Birth Certificates • Canadian Registration of Birth Abroad certificates
Canadian citizenship card	<ul style="list-style-type: none"> • The <i>commemorative sheet</i> that comes with a citizenship card is not accepted as primary ID • Citizenship Certificates issued on or after Feb. 1, 2012 are not accepted as primary or secondary ID
Canadian passport	<ul style="list-style-type: none"> • Not accepted if expired • Must show the applicant's full legal name
Canadian record of landing	

Canadian immigration identification record	<ul style="list-style-type: none"> • Not accepted if expired
Identity card	<ul style="list-style-type: none"> • Issued by the Department of Foreign Affairs and International Trade to foreign representatives accredited to Canada • Not accepted if expired
Permanent resident card	<ul style="list-style-type: none"> • Not accepted if expired • <i>Confirmation of permanent resident, IMM5292 or IMM5688</i>, is not accepted as primary ID
Secure certificate of Indian Status	<ul style="list-style-type: none"> • Only new design cards issued by Aboriginal Affairs and Northern Development Canada are accepted as primary ID
Student, work, visitor, OR temporary-resident permit.	<ul style="list-style-type: none"> • Accepted if there are more than six months remaining until the expiry date of the permit

TABLE 2 Accepted Secondary Identification

The following documents are accepted as secondary identification, except where noted:

Type of identification	CONDITIONS
Bank card	<ul style="list-style-type: none"> • The applicant's name must be imprinted on the card and the applicant must have provided a signature on the reverse of the card
Baptismal certificate	<ul style="list-style-type: none"> • Not accepted as secondary identification
Birth certificate from foreign country	
Canadian Forces ID	
Canadian Registration of Birth Abroad certificates	<ul style="list-style-type: none"> • Not accepted as secondary identification
Correctional service conditional release card	
Credit card	<ul style="list-style-type: none"> • The applicant's name must be imprinted on the card

Department of National Defense 404 Driver Licence	<ul style="list-style-type: none"> • Must show the individual's name • Must include the individual's signature and photograph
Driver's licence (Canadian or U.S.)	
Employee ID card with photo	
Foreign Affairs Canada or consular ID	
Health card issued by a Canadian province or territory	Example: B.C. CareCard
Native Status card	
Naturalization certificate	
Nexus Card	<ul style="list-style-type: none"> • Must show the individual's name • Must include the individual's photograph
Parole certificate ID	
Passport (Canadian or foreign, including U.S. passport card)	<ul style="list-style-type: none"> • Must show the applicant's full legal name • Not accepted if expired
Police identification	
Possession and Acquisition Licence (PAL)	
Social insurance card	<ul style="list-style-type: none"> • Newer cards without a signature strip are not accepted
Student card (school ID)	
Vehicle registration	<ul style="list-style-type: none"> • Must include the applicant's signature

Schedule B: Required Evidence of a Name Change

1. If an applicant's name has changed, he or she must provide evidence of the name change. One of the following documents may be presented as evidence of the name change:
 - a. a marriage certificate; or
 - b. a name change certificate.
2. If an applicant's name has changed more than once, he or she must provide "linking documents" that show every change of name. Accepted linking documents include:
 - a. a marriage certificate;
 - b. a name-change certificate;
 - c. a divorce certificate that includes both the applicant's married name and the applicant's previous name; or,
 - d. a court order, stamped by the court registry.



BC SERVICES CARD DIRECTION

TO: THE PROVINCIAL IDENTITY INFORMATION SERVICES PROVIDER

DIRECTION: 1/12

SUBJECT: Direction to the Provincial Identity Information Services Provider respecting the BC Services Card and related personal identity information.

AUTHORITY: This direction is issued under section 69.2 (3) of the *Freedom of Information and Protection of Privacy Act*.

APPLICATION: This direction applies to the Ministry of Technology, Innovation and Citizens' Services as the designated Provincial Identity Information Services Provider for the Province of British Columbia under section 69.2 (1) of the *Freedom of Information and Protection of Privacy Act*.

EFFECTIVE DATE : December 20, 2013

Honourable Andrew Wilkinson
Minister of Technology, Innovation and Citizens' Services

Minister of Technology, Innovation and Citizens' Services
Direction to the Provincial Identity Information Services
Provider issued under Section 69.2 (3) of the
Freedom of Information and Protection of Privacy Act

I, Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services, issue the following direction to the Provincial Identity Information Services Provider under section 69.2 (3) of the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996 c. 165. This direction amends and replaces the direction issued on February 10, 2013.

A. Definitions

For the purposes of this direction:

“agent” means ICBC, a government agent or a person who is authorized in writing by ICBC to provide identity proofing services;

“personal identity information” means any personal information of a type that is commonly used, alone or in combination with other information, to identify or purport to identify an individual;

“public body” means a public body as defined in the *Freedom of Information and Protection of Privacy Act*.

B. BC Services Card Direction

Under section 69.2 (3) (b) of the *Freedom of Information and Protection of Privacy Act*, the Provincial Identity Information Services Provider is directed to:

1. Establish a program to issue the BC Services Card.
2. Issue the BC Services Card with an integrated circuit chip that can be used to authenticate the cardholder when accessing in-person and online services.
3. Permit individuals who already have a BC Driver's Licence, or who are applying for a BC Driver's Licence, to combine their BC Services Card with their BC Driver's Licence, subject to limited and specified exceptions.
4. Collaborate with the Insurance Corporation of British Columbia to establish the rules for eligibility, format, issuance and cancellation of the combined BC Driver's Licence and Services Card.

5. Issue other versions of the BC Services Card (in addition to the combined BC Driver's Licence and Services Card), including:
 - a. a standalone BC Services Card with a photograph of the cardholder (photo BC Services Card) and a level of identity assurance consistent with a BC Driver's Licence for individuals who do not have a BC Driver's Licence or who choose not to combine their BC Services Card with their BC Driver's Licence; and
 - b. a BC Services Card without a photograph of the cardholder (non-photo BC Services Card) and a lower level of identity assurance for minors and individuals who, for reasons such as infirmity or lack of required identity documents, cannot meet the identity proofing standards required by this direction.
6. Establish policies, standards and processes to govern the lifecycle of the BC Services Card and the integrated circuit chip including:
 - a. card issuance, replacement and renewal;
 - b. card management;
 - c. card suspension and cancellation; and
 - d. chip manufacturing, activation, authentication and deactivation.
7. Enter into agreements, as necessary, with the Insurance Corporation of British Columbia and other public bodies to perform services related to the issuance of the BC Services Card.

C. Identity Proofing Direction

Under section 69.2 (3) (a) and (b) of the *Freedom of Information and Protection of Privacy Act*, the Provincial Identity Information Services Provider is directed to implement the following identity proofing standards:

1. In issuing the combined BC Driver's Licence and Services Card, the Insurance Corporation of British Columbia's identity proofing standards for issuing a BC Driver's Licence will apply.
2. In issuing a photo BC Services Card, the Provincial Identity Information Services Provider must require the individual to:
 - a. attend in person before an agent of the Provincial Identity Information Services Provider where the individual's photograph will be taken and the individual's signature will be obtained;
 - b. provide two pieces of identification described in the attached Schedule A tables, of which at least one is described in Table 1 (Accepted Primary Identification).

The individual may provide two pieces of identification from Table 1, as long they are not issued by the same issuing authority.

3. The Provincial Identity Information Services Provider must require that the identification provided under section 2(b) above be provided in accordance with the conditions described in each of the tables set out in the attached Schedule A and also in accordance with the following conditions:
 - a. each piece of identification presented to the agent must be an original or a true copy of the original, certified by the issuing government agency;
 - b. the identification documents from Table 1 (Accepted Primary Identification) cannot be expired, unless otherwise noted in the table; and
 - c. the identification documents from Table 2 (Accepted Secondary Identification) may be expired for up to one year, unless otherwise noted in the table.
4. The Provincial Identity Information Services Provider must require that an individual provide additional evidence where the individual's name has changed (or is different from the name shown on the presented identification). Required evidence to provide proof of a name change is set out in the attached Schedule B.
5. In issuing the non-photo BC Services Card, the Provincial Identity Information Services Provider may accept a lower level of identity assurance and may waive one or more of the identity proofing standards listed in Direction C2, C3 and C4, above.

D. Personal Identity Information Direction

Under section 69.2 (3) (a) of the *Freedom of Information and Protection of Privacy Act*, the Provincial Identity Information Services Provider is directed to include the following personal identity information on the BC Services Card, subject to the stated conditions:

1. The combined BC Driver's Licence and Services Card will contain the same personal identity information as the BC Driver's Licence.
2. A photo BC Services Card must contain an issued and expiry date and the cardholder's:
 - name;
 - sex;
 - address;
 - date of birth;
 - photograph; and
 - signature.

3. A non-photo BC Services Card must contain an issued and expiry date and the cardholder's:
 - name;
 - sex;
 - address (unless an exception applies); and
 - date of birth.
4. The Provincial Identity Information Services Provider may enter into an agreement with the Ministry of Health to print an individual's Personal Health Number and the date that his or her Medical Services Plan coverage expires on the back of the BC Services Card.

E. Direction on Privacy and Security of Personal Identity Information

Under section 69.2 (3) (c) of the *Freedom of Information and Protection of Privacy Act*, the Provincial Identity Information Services Provider is directed to protect the privacy and security of the personal identity information in its custody or under its control. This includes but is not limited to:

1. Ensuring, through contractual or other means, that personal identity information is protected, as required by Part 3 of the *Freedom of Information and Protection of Privacy Act*, by any service provider or other agent that provides services on behalf of the Provincial Identity Information Services Provider.
2. Ensuring that all personal identity information sharing with third parties is legally authorized and governed by Information Sharing Agreements.
3. Informing cardholders of best practices for protecting their card, personal information and passcode, as well as measures for reducing the potential for identity fraud.
4. Completing a Security Threat and Risk Assessment on the personal identity information services it provides and providing a copy of that assessment to the Chief Information Security Officer with the Office of the Chief Information Officer (OCIO) for review and comment, prior to the implementation of its services.
 - a. The Security Threat and Risk Assessment must be updated on an annual basis or prior to a significant change to one of the services. A copy of the updated assessment must be provided to the OCIO's Chief Information Security Officer for review and comment.

5. Completing a Privacy Impact Assessment on the personal identity information services it provides during the development of the service and providing a copy of that assessment to the OCIO for review and comment.
 - a. The Privacy Impact Assessment must be updated on an annual basis or prior to a significant change to one of the services that involves the collection, use, storage or disclosure of personal information. A copy of the updated assessment must be provided to the OCIO for review and comment.
 - b. The Provincial Identity Information Services Provider must also provide, through the OCIO, a copy of the Privacy Impact Assessment and any updates to the assessment to the Information and Privacy Commissioner for British Columbia for review and comment.
6. Immediately deactivating a BC Services Card, where the card is reported lost, stolen or damaged, or where the identity information on the card has been confirmed to be fraudulent. Where practicable, the Provincial Identity Information Services Provider should also make reasonable efforts to recover the card.
7. Ensuring that all BC Services Card Program employees, service providers and other agents who are responsible for handling personal identity information are made aware of their responsibilities to protect personal identity information and have received training on protecting personal identity information.
8. Establishing policies, processes and controls to limit access to the personal identity information stored in the BC Services Card identity information service.
9. Establishing policies and processes for auditing the use of, and access to, the BC Services Card identity information service.
10. Establishing policies and processes for identifying, reporting and managing actual or suspected instances of identity fraud.
11. Immediately reporting an actual or suspected privacy or security breach to the OCIO and following all policies and processes set out in the OCIO's *Information Incident Management Process* and *Process for Responding to Privacy Breaches* (dated September 2011 and available at www.cio.gov.bc.ca/cio/information_incident/index.page).

F. Other Directions

1. Under section 69.2 (3) (e) of the *Freedom of Information and Protection of Privacy Act*, the Provincial Identity Information Services Provider is directed to establish policies and processes for how a public body registers to use the BC Services Card identity information service.

Schedule A: Required Identification Documents

TABLE 1 Accepted Primary Identification

The following documents are accepted as primary identification, except where noted:

Type of identification	CONDITIONS
B.C. driver's licence or learner's licence	<ul style="list-style-type: none"> • Must include the individual's photograph and signature • Accepted up to three years after the expiry date on the licence • Not accepted if the individual used a student, work, visitor, temporary-resident or refugee permit as primary ID to obtain the BC driver's licence or the BC learner's licence
B.C. identification card (BCID)	<ul style="list-style-type: none"> • Accepted up to three years after the expiry date on the card. • Older BCID cards without an expiry date are not accepted as primary identification • Not accepted if the individual used a student, work, visitor, temporary-resident or refugee as primary ID to obtain the BCID
Birth certificate	<p>Most Canadian birth certificates are accepted as primary ID</p> <p>Documents that are not not accepted include:</p> <ul style="list-style-type: none"> • baptismal certificates • certificates of live birth • Quebec birth certificates issued <i>before</i> 1994 • Manitoba birth certificates issued by a "division registrar" • Ontario Long Form Birth Certificates • Canadian Registration of Birth Abroad certificates
Canadian citizenship card	<ul style="list-style-type: none"> • The <i>commemorative sheet</i> that comes with a citizenship card is not accepted as primary ID • Citizenship Certificates issued on or after Feb. 1, 2012 are not accepted as primary or secondary ID
Canadian passport	<ul style="list-style-type: none"> • Not accepted if expired • Must show the individual's full legal name
Canadian record of landing	

Canadian immigration identification record	<ul style="list-style-type: none"> • Not accepted if expired
Identity card	<ul style="list-style-type: none"> • Issued by Department of Foreign Affairs and International Trade to foreign representatives accredited to Canada • Not accepted if expired
Permanent resident card	<ul style="list-style-type: none"> • Not accepted if expired • <i>Confirmation of permanent resident, IMM5292 or IMM5688</i>, is not accepted as primary ID
Secure certificate of Indian Status	<ul style="list-style-type: none"> • Only new design cards issued by Aboriginal Affairs and Northern Development Canada are accepted as primary ID
Student, work, visitor, OR temporary-resident permit.	<ul style="list-style-type: none"> • Accepted if there are more than six months remaining until the expiry date of the permit

TABLE 2 Accepted Secondary Identification

The following documents are accepted as secondary identification, except where noted:

Type of identification	CONDITIONS
Bank card	<ul style="list-style-type: none"> • The individual's name must be imprinted on the card and the individual must have provided a signature on the reverse of the card
Baptismal certificate	<ul style="list-style-type: none"> • Not accepted as secondary identification
Birth certificate from foreign country	
Canadian Forces ID	
Canadian Registration of Birth Abroad Certificates	<ul style="list-style-type: none"> • Not accepted as secondary identification
Correctional service conditional release card	
Credit card	<ul style="list-style-type: none"> • The individual's name must be imprinted on the card
Department of National Defense 404 Driver Licence	<ul style="list-style-type: none"> • Must show the individual's name • Must include the individual's signature and photograph

Driver's licence (Canadian or U.S.)	
Employee ID card with photo	
Foreign Affairs Canada or consular ID	
Health card issued by a Canadian province or territory	Example: B.C. CareCard
Native Status card	
Naturalization certificate	
Nexus Card	<ul style="list-style-type: none"> • Must show the individual's name • Must include the individual's photograph
Parole certificate ID	
Passport (Canadian or foreign, including U.S. passport card)	<ul style="list-style-type: none"> • Must show the individual's full legal name • Not accepted if expired
Police identification	
Possession and Acquisition Licence (PAL)	
Social insurance card	<ul style="list-style-type: none"> • Newer cards without a signature strip are not accepted
Student card (school ID)	
Vehicle registration	<ul style="list-style-type: none"> • Must include the individual's signature

Schedule B: Required Evidence of a Name Change

1. If an individual's name has changed, he or she must provide evidence of the name change. One of the following documents may be presented as evidence of the name change:
 - a. a marriage certificate; or
 - b. a name change certificate.
2. If an individual's name has changed more than once, he or she must provide "linking documents" that show *every* change of name. Accepted linking documents include:
 - a. a marriage certificate;
 - b. a name-change certificate;
 - c. a divorce certificate that includes both the individual's married name and the individual's previous name; or
 - d. a court order, stamped by the court registry.

MINISTRY OF TECHNOLOGY, INNOVATION AND CITIZENS' SERVICES

BRIEFING NOTE

Ref: 99908

Date: August 20, 2013

PREPARED FOR: Honourable Andrew Wilkinson, Minister
FOR INFORMATION

TOPIC: Meeting with Elizabeth Denham, Information and Privacy
Commissioner for British Columbia – September 4, 2013

II **ISSUE:** Data-linking provisions in the *Freedom of Information and Protection of Privacy Act* (FOIPPA)

III **BACKGROUND:**

In November 2011, provisions were added to FOIPPA to regulate and provide independent oversight over data-linking initiatives. The amendments were made at the Information and Privacy Commissioner's request, to balance increased information-sharing authorities added at the same time.

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Data-linking initiatives are activities that include linking or combining one set of personal information belonging to a public body with another set of personal information belonging to a different public body (or an agency), for entirely new purposes.

British Columbia is the only Canadian jurisdiction to include data-linking requirements in its FOIPPA legislation.

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IV **DISCUSSION:**

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Page 70 redacted for the following reason:

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Ministry of Technology, Innovation and Citizens'
Services

2013 Information Note Advice to Minister

Date: November 26, 2013

Cliff #: 100432

Issue: **Supreme Court of Canada ruling on the constitutionality of Alberta's *Personal Information Protection Act*.**

Conclusion / Next Steps (if any):

- A recent Supreme Court of Canada (SCC) decision has found that Alberta's *Personal Information Protection Act* (PIPA) violated a union's right to freedom of expression in a non-justifiable way.
- This decision has potentially serious implications for B.C.'s PIPA as the Acts are very similar in the two jurisdictions.
- The Legislation, Privacy and Policy Branch will be consulting with its counterparts in Alberta to see what course of action Alberta is planning to take to resolve this situation.
- No action is required by the Minister at this time.

Background / Facts:

- On November 15, 2013, the SCC released a ruling (*Alberta (Information and Privacy Commissioner) v. United Food and Commercial Workers, Local 401*, 2013 SCC 62) invalidating Alberta's PIPA on constitutional grounds.
- The SCC suspended the invalidation for one year to allow Alberta's legislature to decide how best to make the legislation constitutionally compliant.
- The SCC decision acknowledged the importance of PIPA's restrictions on the collection, use and disclosure of personal information by organizations but said that these restrictions disproportionately infringe on the union's freedom of expression, a fundamental right in the context of labour disputes.
- Only three provinces in Canada have enacted private sector privacy legislation. The remaining provinces are covered by the federal Personal Information Protection and Electronic Documents Act.

Analysis:

- The SCC decision has clear implications for B.C. as Alberta used BC's PIPA as a basis for their legislation.

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Attachment(s): N/A

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