

**SASKCULTURE INC.
BOARD OF DIRECTORS POLICY**

Policy Name: Information Management **Number:** EL-12
Policy Type: Executive Limitations **Date Approved:** February 2000
Latest Revision:

The General Manager shall not fail to develop and maintain an effective information management process which assists the organization in effectively carrying out and evaluating the Board's Ends.

Further, without limiting the scope of the above statement by the following list, the General Manager shall not:

1. Fail to maintain an up-to-date prioritized plan for necessary information systems enhancements or acquisitions.
2. Utilize information systems which are incompatible with relevant provincial systems.
3. Fail to evaluate the effectiveness and efficiency of information systems.
4. Fail to ensure that technical support for the system will be available when needed.
5. Fail to meet legislated requirements for records retention, confidentiality, and freedom of information.
6. Fail to ensure that back-up and recovery plans are designed, documented and tested.

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