

324 GPS Monitoring and Surveillance of Buses and Fleet Vehicles

Beliefs

The Maskwacis Education Schools Commission (MESC) follows cultural and traditional teachings of the Maskwacis Cree, in particular Wahkohtowin. Wahkohtowin is the belief that all things are related and connected, that all of existence has spirit and that living in a good way requires us to maintain good relationships with each other and other aspects of existence. We recognize that respect for mother earth, elders, youth, and the Treaties are paramount to planning ahead and making decisions for future generations.

MESC is committed to ensuring that all parents/caregivers can monitor and track the status of their student passenger's bus while in transit. In addition, MESC is committed to ensuring all commercial vehicle operators, including bus drivers, are complying with MESC Administrative Procedure 413: Code of Conduct and Administrative Procedure 418: Employee Drivers. To that end, GPS equipment has been installed on all MESC Buses and in some MESC fleet vehicles, and will be used to ensure compliance with the above noted MESC Policy for employee conduct. GPS monitoring and tracking will also be available via the MESC website or using the "ez enRoute" app. This will ensure that parents/caregivers are able to obtain real time information regarding the location and transportation of their child while in MESC care.

GPS is a satellite tracking system that is attached to MESC buses and some fleet vehicles. This system monitors MESC vehicles during operation, and will specifically monitor and record the following information:

- Speed of travel;
- Time of arrival;
- Length of stop;
- Time vehicle is spent idling;
- Location of the vehicle

In addition to the purposes already noted above, GPS equipment onboard MESC buses and fleet vehicles shall be used:

- To facilitate the investigation of violations of MESC Policies, including the Bus Operators Handbook and the Commercial Vehicle Transportation Safety Program;
- To ensure MESC bus and commercial vehicle operators are operating vehicles in compliance with all governmental status and regulations related to the operation of motor vehicles, including but not limited to:

- o The *Traffic Safety Act*, R.S.A. 2000, c. T-6;
 - o The *Commercial Vehicle Certificate and Insurance Regulation* (AR314/2002);
 - o The *Commercial Vehicle Safety Regulation* (AR121/2009);
 - o The *Vehicle Inspection Regulation* (AR211/2006); and
 - o The *Vehicle Equipment Regulation* (AR122/2009).
- To assist the RCMP and other relevant law enforcement agencies with investigating incidents which may occur on MESC vehicles or using MESC vehicles, including but not limited to violations of the above noted legislation and regulations, as well as the *Criminal Code of Canada*.

Procedures

1. As an entity on reserve, the Federal *Personal Information Protection and Electronic Documents Act (PIPEDA)* applies to MESC where personal information of passengers is collected during transportation. All Personal Information of passengers, bus, and MESC fleet vehicle operators obtained via GPS monitoring systems onboard MESC vehicles shall be collected and stored in accordance with MESC's Privacy Policy, as well as all relevant privacy legislation, including PIPEDA, as well as the Alberta *Personal Information Protection Act* ("PIPA").
2. Sharing and Access to GPS Information
 - 2.1. All parents/caregivers of student passengers, as well as all MESC bus and fleet vehicle operators may, in accordance with Section 5.0 of MESC's Privacy Policy, request access to GPS information which may contain personal information either of the parent's child or the individual operator making the request. MESC shall ensure that full access be given to any requesting parent or operator, subject to reasonable timelines for information retrieval.
 - 2.2. In the event of an internal investigation by MESC or an active investigation by a law enforcement agency, MESC may temporarily and at its own discretion, withhold the disclosure of GPS information so as to maintain investigational integrity.
 - 2.3. Any and all disclosure of GPS information made by MESC in response to a request from a parent or employee shall be in compliance with MESC's Privacy Policy and in accordance with all legislative and regulatory requirements as set out in PIPA, PIPEDA and their corresponding regulations.
3. Acknowledgement and Consent

- 3.1. All MESC bus drivers and vehicle operators shall be provided with a copy of MESC's GPS Monitoring and Surveillance of Buses and Fleet Vehicles Administrative Procedure for their review and information purposes.
- 3.2. All bus drivers and vehicle operators will provide a written acknowledgment in the form attached and marked as Schedule "A" to MESC's Privacy Policy, in which they will acknowledge that they have read said policy, and that they consent to the monitoring, collection, and storage by MESC of all personal information obtained via GPS monitoring systems installed on all MESC buses and some MESC fleet vehicles. Failure to consent to the above may result in the cessation of a bus driver or vehicle operator's employment with MESC.