



## Employee Information Sheet

### TO BE COMPLETED BY EMPLOYEE

#### PERSONAL INFORMATION

Name:	
Address:	City:
Postal Code:	Home Phone:
Cell Phone:	Email Address:
Birthdate:	S.I.N.

#### EMERGENCY CONTACT

Last Name:	First Name:
Relationship:	
Address:	
Home Phone:	Cell Phone:
Work/Other Phone:	

#### TO BE COMPLETED BY HUMAN RESOURCES

Position:	
Start Date:	Union Position:      Yes                      No
Rate of Pay:	Hours of Work:
Supervisor:	
Primary Work Location:	

The Fraser Valley Regional District collects personal information for purposes of personnel administration in accordance with Section 27 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165*, the *Employment Standards Act, RSBC 1996, Ch. 113*; the *Labour Relations Code, RSBC 1996, Ch. 244*; and *Fraser Valley Regional District Collective Agreements, as applicable*. The personal information collected will only be collected, used and disclosed for purposes of personnel administration. Questions in this regard may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6 1-800-528-0061 [FOI@fvrld.ca](mailto:FOI@fvrld.ca).