

FACT SHEET

Guideline on Disclosure of Radiological Property Information

Radiological information available on request

Any member of the public may now obtain information about the radiological history of properties in Port Hope by submitting a request to the Low-Level Radioactive Waste Management Office (LLRWMO) or Port Hope Area Initiative Management Office (PHAI MO) in Port Hope.

The *Guideline on Disclosure of Radiological Property Information* makes it possible for owners and non-owners to receive information contained in radiological property files held by Atomic Energy of Canada Limited (AECL).

The guideline was developed to reflect changes to the *Federal Accountability Act* and a commitment made by AECL in August 2009 to review its access policies. In the past, only property owners or those with permission of the owner could obtain this information.

While the guideline ensures that radiological information contained in the files will be made available, it is subject to provisions of the federal *Privacy Act*. Information deemed to be personal, such as the names of previous property owners, tenants or correspondence with Realtors or lawyers will be redacted (removed) before the information is released.

Being specific helps when making a request

People interested in receiving radiological information about a property may choose between the following types of information: Radiological Status Letter (RSL)

This is the most commonly requested information, as RSLs are requested when properties are listed for sale in Port Hope's Ward 1. An RSL summarizes the monitoring activities, if and where contaminated soil may have been removed from the property and how the radiological status of the property compares to background levels and radiological criteria. Specific file information A requester who is interested in only certain information about a property, such as the radon levels in the basement or the radiological status of the property during a certain time frame, should specify the information being sought.

This may assist the office to respond more quickly.

Complete property file

The office will provide a copy of the complete file. As with all requests, information deemed personal will be redacted (removed).

Guideline highlights include:

- Access pertains to any of the approximately 4,000 files held by AECL for private and public properties;
- Property owners will be notified, as a courtesy, when a request by a non-owner is made and will be offered the same information provided to the requester;
- In the case of non-owner requests, both the requester and property owner will be offered an opportunity to meet with staff to have the information

explained;• An owner who objects to the release of information will be referred to the AECL Access to Information and Privacy office to discuss his/her concerns;

- The name of the person requesting information will not be released;
- The time required to satisfy a request will depend on the complexity of the request and file. The office will attempt to satisfy standard requests for RSLs within days and other requests within two weeks, however, more complex files will take longer to review.
- Most requests for information will be free, however, more complex requests will be sent to AECL's Access to Information and Privacy Office and its standard charges may apply.

Request for Information forms are available at:

• **LLRWMO:** 196 Toronto Road, Port Hope
905-885-9488 Web site: www.llrwmo.org

• **PHAI MO:** 5 Mill Street South, Port Hope
905-885-0291 Web site: www.phai.ca