

December 16, 1993

\*\*\* Replaces T-3-90 \*\*\*

Changes limited to last sentence of Procedure paragraph #2.

TO: All H.Q. DIRECTORS: Prof. Services, Planning & Major Projects  
All REGIONAL MANAGERS: Prof. Services, Planning & Operations  
All DISTRICT HIGHWAYS MANAGERS

SUBJECT: RELEASE OF GEOTECHNICAL DATA

REFERENCE: (Manual, Specification, Standard, Circular) None

PURPOSE:

To ensure that public requests for geotechnical information obtained for Ministry works are handled in a similar manner by all employees in accordance with the Freedom of Information Protection and Privacy Act.

GEOTECHNICAL DATA:

Highway design projects generate large amounts of geometric and geotechnical data. Geotechnical data includes logs of boreholes and testpits, sample test results, soils profiles, geological terrain maps and design/evaluation reports. This information, scattered throughout the Ministry in various files, is a very helpful reference source for geotechnical engineers working on new projects.

PROCEDURE:

Geotechnical information will be provided to the public under the following conditions:

1. Factual information only will be supplied, such as summary drill logs or settlement results. Anything with more than a minimum of interpretative content will not be supplied.
2. The information must be used in support of a design project for a public agency such as Federal Ministries, B.C. Hydro, Regional Districts, Municipalities or School Boards unless covered by an exception from the Freedom of Information Protection and Privacy Act. When access to land for subsurface investigations is required the factual information can be released to the property owner upon request.
3. In the case when a third party requests information, the Ministry will also provide the landowner with a copy.
4. Staff time must be available to search, find and copy. Depending on the size of the request and availability of material, a reasonable amount of staff time ranges from 0.5 to 3 person hours per request. If requested under Freedom of Information, the time limits imposed by the legislation will govern the response time.

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