#	Public Title	Short Description	Long Description	Data Custodian Branch	Update Frequency	Access Level	Exemption	Rationale not to Release	File Types (extensions)
na	MANDATORY Plain language name of the dataset, suitable for the public.	MANDATORY Short Description for purpose of the Dataset. Suitable plain language for public understanding	MANDATORY Long Description that complements the Short Description and provides more information for Users or Stakeholders of the Dataset	MANDATORY Please include the name of the ministry branch or agency department responsible for generating and updating the content of the data or providing authoritative information about it. Please do not use acronyms.	MANDATORY Please indicate how often the dataset is refreshed or updated.	MANDATORY This field indicates if the dataset can be accessed by the public.	MANDATORY if Access Level is "Restricted". This field indicates the specific exemption that applies to the restricted datasets.	MANDATORY if Access Level is "Restricted". This field allows you to briefly explain why a dataset is restricted and cannot be freely accessed. Be clear, concise, and write in plain language suitable for the public.	MANDATORY Please indicate the format of the file that your source data is stored in (separate with a comma).
1	Directory of Sacramental Wine Vendors	List of Sacramental wine vendors in Ontario.	The LCBO authorizes Sacramental wine vendors in Ontario. This is a list of their business names, addresses, telephone numbers, email, contact names.	Corporate Affairs	As Required	Under Review			XSL
2	Winery Warehouses	List of wineries in Ontario and their offsite warehouse locations.	Elements include: address, contact name, email, phone number, name of warehousing location and address of that site, License numbers.	Corporate Affairs	As Required	Under Review			XSL
3	Winery Direct Delivery	List of wineries and cideries that hold a direct delivery authorization.	Elements include: address, contact name, email, phone number, license numbers, date of approval	Corporate Affairs	As Required	Under Review			XSL
4	Duty-Free Direct Delivery	List of duty-free operators in Ontario that hold a direct delivery authorization.	Elements include: address, contact name, email, phone number, name of operator, contact information.	Corporate Affairs	As Required	Under Review			XSL
5	Distillery Retail Stores	List of Ontario distillers with on-site retail stores.	Elements include: Distillery name, manufacturing license, sales agreement effective date, Insurance certificate information, website, contact details, product information, address.	Corporate Affairs	As Required	Under Review			XSL
6	Warehouses for Export	List of warehousing of imported products for export.	Elements include: company name, contact, address, telephone number and email.	Corporate Affairs	As Required	Under Review			XSL
7	Domestic Distribution Warehousing	Warehousing of imported products for domestic distribution	Elements include: company name, contact, address, telephone number and email.	Corporate Affairs	As Required	Under Review			XSL
8	Keg Beer Agents	A list of Keg Beer Agents	Elements include: contact information, address, email, telephone number.	Corporate Affairs	As Required	Under Review			XSL
9	Duty-Free Operators	A list of duty-free operators in Ontario	Elements include: contact information, address, email, telephone number, LCBO operator number and authorization expiry date.	Corporate Affairs	As Required	Under Review			XSL
10	Freedom of Information Request Tracking Database	Details of each Freedom of Information request received by the LCBO.	The tracking database contains requester and request details for each Freedom of Information request received by the LCBO, used to process requests within the agency.	Freedom of Information and Privacy Office	Annually	Restricted	Privacy	Contains personal details of individuals who have filed FOI requests with the LCBO; database is a proprietary product that limits ability to extract data	Database
11	Store Planograms	Planogrammed store product details in class A & B Stores	includes shelving dimensions, product photos, product dimensions, and product facings	Supply Chain Department	Annually	Restricted	Commercial sensitivity	Contains commercially sensitive data that should not be disclosed.	CSV

#	Name	Description	Detailed Description	Department	Frequency	Status	Classification	Reason	Format
12	Fleet Vehicles	List of owned/leased vehicles	List of owned/leased vehicles including vehicle description, VIN, plate, driver name	LCBO Finance & Administration	As Required	Under Review			XLSX
13	Insurance Certificates	List of issued certificates of insurance	List of issued insurance certificates including certificate holder, coverages, subject property and the legal interest of any parties to access coverage as additional insureds/ loss payees	LCBO Finance & Administration	Annually	Under Review			XLSX
14	Insured Property Register	List of owned/leased properties with insurable values	List of owned/leased properties including values for building/leasehold improvements, contents and expected inventory with total insured values	LCBO Finance & Administration	As Required	Restricted	Commercial sensitivity	Contains information of a commercially sensitive nature including the productivity of our stores and sales patterns.	XLSX
15	Claims Database	Database of incidents and claims	Includes insurable incidents and claims including date of loss, circumstances surrounding claim, claimant name, attached reports from adjusters/ lawyers, financial information	LCBO Finance & Administration	As Required	Restricted	Privacy	Personal Information	CSV
16	Insurance Policy List	List of insurance policies with premiums	List of insurance policies including insurer, premium paid and deductibles	LCBO Finance & Administration	Annually	Restricted	Commercial sensitivity	Contains information on LCBO's insurance premiums that is commercially sensitive in a competitive retail environment.	XLSX
17	Driver List	List of LCBO employees with DL numbers	List of LCBO employees who drive/ have driven LCBO fleet vehicles with their corresponding drivers licence number and licence class	LCBO Finance & Administration	As Required	Restricted	Privacy	Personal Information	XLSX
18	Quarterly Well Water Quality Test Report	This report lists stores having well water and test results for the last 4 quarters. A test result of Fail indicates that the water is not safe to drink.	This report lists stores having well water and test results for the last 4 quarters. A test result of Fail indicates that the water is not safe to drink. The report indicates pass or fail. There are no further details.	Contractor Safety	Quarterly	Under Review			XLS
19	Equipment Inventory	Lists of Refrigeration, HVAC, and Materials handling equipment located in LCBO store network.	Lists of Refrigeration, HVAC, and Materials handling equipment located in LCBO store network.	Facilities	Annually	Restricted	Security	Security Threat	XLS
20	Facilities Service Desk Data	This is a database of repair and maintenance requests logged through the Facilities Service Desk.	The information logged is building, problem type, description, and contractor dispatched.	Facilities Information Management	Daily	Restricted	Security	Security Threat	Database
21	LCBO Heritage Properties	List of LCBO owned properties and if they are deemed heritage or not	Data includes location, age, phase of review, heritage indication	Facilities	Annually	Under Review			XLS
22	Store Development and Real Estate Tender Tracking	Tracking tenders from initiation through the approval process.	Attributes include date tracking for various activities through to contract execution.	Facilities, Environmental and Safety	As Required	Under Review			XLS
23	Store Development and Real Estate Contract Tracking	List of contracts and their key elements	Key elements include goods service provided, FP number, Company name, dollar values for estimated maximum / committed / balance remaining, options, start date, end date, contract owner name.	Facilities, Environmental and Safety	As Required	Under Review			XLS

#	Name	Description	Details	Business Area	Frequency	Status	Sensitivity	Reason	Format
24	Store Development and Real Estate Tendered Projects less than $25,000 dollars	This databases stores information related to tendered projects under $25 000 dollars	This database stores information related to tendered projects under $25 000 dollars. The data includes RFQ number, coordinator name, store number and project description.	Facilities, Environmental and Safety	As Required	Under Review			XLS
25	Store Development and Real Estate Capital Project Information	Store Development and Real Estate capital project information for construction accounting purposes. Includes completed projects and ongoing active projects.	Key elements include projects, budgets, budget transfers, vendors, contracts, invoices, change orders, forecast spending, notes.	Capital Planning and Analysis	Other	Under Review			Database
26	Project Planning	Store Development and Real Estate future projects for planning purposes.	Attributes include approved and planned future projects for new stores, relocations and expansions allocated into future years. Forecast attributes including budget, sales, timing, store size, other leasing attributes captured in the RetaiLease system	Capital Planning and Analysis / Real Estate Leasing	Other	Restricted	Commercial sensitivity	Release could compromise business negotiations	Database
27	List of Store Network Recommendations	List of stores and what the store network recommendation is for that store.	Includes all stores sorted by region and district. Data includes store, location, city, size, lease expiry date, market strategy information, 10 year maintenance cost, past renovation completed, agreed upon store network recommendation (maintain / relocate / expand / renovate)	Capital Planning and Analysis	Annually	Restricted	Commercial sensitivity	Release could compromise business negotiations	XLS
28	Mapping and Location Analysis	Geographic information system. Sales forecasting model and mapping tool	Data-rich system including information on census, demographics, income, postal codes, grocery stores, streets, spacial data, clusters, sales forecasting and sales transfer calculations.	Location Analysis	Annually	Restricted	Legal and contractual limitations	Contains information that cannot be released for legal and contractual reasons.	Database
29	Agency Stores Challenge & Refusal Web-Based Tracking	Challenge and refusal information for Agency Stores. Challenge and refuse service to those who appear underage, intoxicated or 2nd party purchase (persons purchasing for underage or intoxicated)	Includes agency store location, period, categories with number of instances. Categories include age challenged refused, age challenge served, intoxicated, Other, 2nd party purchases	Agency Stores	Other	Under Review			Database
30	Agency Store Authorization Database	Tracks Agency Store authorizations. A list of host businesses authorized to sell beverage alcohol. This is the tracking of their contract called an authorization.	Includes agency store, commencement date, expiry date, options, when first opened in the community.	Agency Stores	As Required	Under Review			ACCDB
31	Agency Store Complaints	Tracks complaints about Agency Stores	Includes agency stores, contact information on who made the complaint, nature of the complaint, resolution.	Agency Stores	As Required	Under Review			ACCDB
32	Agency Store Request for Service	Tracks who has expressed interest in having an agency store	Includes their contact information (name, address, email, business name etc.), community	Agency Stores	As Required	Restricted	Commercial sensitivity	Contains information that is commercially sensitive.	ACCDB
33	Agency Store Insurance Certificates	Tracks proof of insurance for Agent	Includes agency store and insurance information	Agency Stores	As Required	Under Review			XLS
34	Agency Store Social Responsibility Training Tracking	Tracks that annual social responsibility training has occurred.	Includes agency store and list of employees who have completed the training	Agency Stores	Annually	Restricted	Privacy	Employee Training FOI	XLS
35	Agency Store List	List of Agency stores and an indication if bilingual	Includes location, business name, address, city, postal code, phone number.	Agency Stores	As Required	Open/Public			XLS

	Name	Description	Details	Department	Frequency	Classification	Sensitivity	Reason	Format
36	Owned Properties Information	Property information pertaining to owned locations	Location addresses, assessment & roll information, legal descriptions, property taxes.	Real Estate Administration and Analysis	As Required	Open/Public			XLS
37	Financial Lease Reports	Annual lease commitment schedule	Contains total lease liability information.	Real Estate Administration and Analysis	As Required	Under Review			XLS
38	LCBO Property Information for Owned and Leased Properties	Database storing inventory of locations, lease information, non-financial and financial, used for lease administration and rent & occupancy payment processing.	Database includes location information, lease terms and abstracts of pertinent information, landlord contact information, and rent information and payment history	Real Estate Administration and Analysis	As Required	Restricted	Commercial sensitivity	Contains information that is commercially sensitive.	Database
39	Real Estate Enquiries Database	Database of potential site information received by Real Estate Department for consideration.	Database of potential site information received by Real Estate Department for consideration	Real Estate Leasing	As Required	Restricted	Commercial sensitivity	Contains informaiton that is commercially sensitive.	ACCDB
40	Information Technology Systems	Information Technology systems used by LCBO	List of IT applications and underlying infrastructure that supports the business operations.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database
41	Information Technology Issues	Information Technology incidents and problems.	List of all incidents and problems that have been reported to the IT service desk.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database
42	Information Technology Change Requests	Information Technology system change requests.	List of changes to IT systems.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database
43	Information Technology Project Information	LCBO projects with an IT component.	List of IT projects and business projects with IT component.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database
44	Computing Devices	LCBO computing device database.	List of desktops, laptops, surfaces and other computing devices.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database
45	Mobile Devices	LCBO mobile devices database.	List of all cell phones and tablets connected to the LCBO network. Both LCBO owned and employee personally owned devices.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database

46	Information Technology Logs	IT logs database	Various types of IT logs, including back-end system logs, logs of employee access to LCBO applications.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database
47	Information Technology Vendors	IT vendors for the LCBO	This is a list of all the vendors with whom the IT Division has conducted business.	Information Technology	Daily	Restricted	Security	Contains information that could be used to breach the confidentiality, integrity and availability of LCBO systems	Database
48	IT Employee Profiles	Profiles of IT employees	Profiles of IT employees identifying qualifications, background and career aspirations.	Information Technology	Annually	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	TXT
49	Payroll and Employee Details	Payroll and HR system.	Storage of employee personal information for purposes of tracking employee information and generating payroll.	Human Resources/ LCBO Payroll	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	Database
50	Disability Claims	Disability claims management system	Used to record information regarding employee injuries, WSIB claims and modified work programs.	Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	Database
51	Time and Attendance	Time & Attendance system	Used to record employee hours of work and transmit them to the payroll system (SmartStream).	LCBO Payroll	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	Database
52	Grievance Database	Listing of employee grievances.	Listing of employee grievances and disposition. Includes employee personal information including employee number, store number and grievance.	LCBO Human Resources	Daily	Restricted	Privacy	Contains employee personal information.	MDB
53	Discipline Database - Northern Region	Listing of employee infractions and disciplinary penalties.	Listing of employee alleged misconduct including specific disciplinary penalties.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
54	Discipline Database - Eastern Region	Listing of employee infractions and disciplinary penalties.	Listing of employee alleged misconduct including specific disciplinary penalties.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	XLSX
55	Discipline Database - Central Region	Listing of employee infractions and disciplinary penalties.	Listing of employee alleged misconduct including specific disciplinary penalties.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
56	Discipline Database - Western Region	Listing of employee infractions and disciplinary penalties.	Listing of employee alleged misconduct including specific disciplinary penalties.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
57	Discipline Databases - Durham Retail Service Centre	Listing of employee infractions and disciplinary penalties.	Listing of employee alleged misconduct including specific disciplinary penalties.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	XLSX

58	Employee Learning and Development	Cloud based Learning Management System (LMS)	Provides access to on-line learning and assessments, stores individual employee training records and scores.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	TXT
59	Incident and Accident Reporting System	Web based system used to report health & safety incidents	The Incident Accident Online Reporting Website is used to capture important information related to incidents or accidents that result in one of the following: No injury - hazardous situation (near miss) Property Damage First Aid Health Care Lost Time Violence Related Incident Critical Injury	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	Database
60	Union Leave Database	Tracking of leave granted to OPSEU union representatives.	Data elements include: date, name, reason for time off, cost centre information, approvals	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
61	Corporate Competition Log	Listing of job competitions for LCBO head office.	Contains information on successful candidate and probationary reviews.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
62	Regional Competition File Log	Listing of job competitions for regional offices and Durham Retail Service Centre (RSC)	Contains information on successful candidate.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	XLSX
63	Exit Interviews	Database of exit interview responses.	Database of exit interview responses from employees upon severing employment with LCBO. Contains demographic information as well as assessments of working relationships, training and development, working conditions, salary and benefits and communication.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	XML
64	Violence Risk Assessment	Database of site specific violence risk assessments.	Populated according to the regulations of the Occupational Health and Safety Act requiring employers to assess that the risk of workplace violence that may arise from the nature of the workplace, type of work, or conditions This includes developing measures and procedures to control identified risk that are likely to expose a worker to physical injury. These measures and procedures must be part the employer's workplace violence program.	LCBO Human Resources	Annually	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; may contain information that would constitute an unjustified invasion of personal privacy of an individual.	Database

65	Ministry of Labour Activity	Tracking of Ministry of Labour visits to LCBO locations.	Tracking of dates of visits by Ministry of Labour Inspectors, orders issued and follow up action taken.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; may contain information that would constitute an unjustified invasion of personal privacy of an individual.	XLSX
66	Joint Health & Safety Committee Training Database	List of employees who have received Joint Health & Safety training.	Contains records for management and employees having received level 1 and/or 2 training.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	XLSX
67	Workplace Safety and insurance Board (WSIB) and Workplace Safety and Insurance Appeals Tribunal (WSIAT) Appeals Database	Appeals related to employee worker compensation claims.	Database of employee and employer appeals related to employee worker compensation claims.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
68	Online Application System	Applicant tracking system	Web-based system for tracking applications to posted jobs.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains candidate and employee personal information.	Uncertain-Third Party Control
69	Job Description Database	Listing of job descriptions	Listing of all company job descriptions and classifications.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA	DOCX
70	Testing Log	Results of computer-based skill testing	Results of employee and applicant testing on skills such as MS Office proficiency and customer service skills. Database captures employee/applicant name, position for which testing is conducted, tests completed and scores.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
71	Termination Database	Listing of head office employees terminated.	Listing of head office employees terminated.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	MDB
72	Video Learning Library	Cloud-based video eLearning library	Provides access to online video learning and stores individual employee training records which may differ from those of iLearn, LCBO's online training resource.	LCBO Human Resources	Daily	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA; contains employee personal information.	TXT
73	Competition Audit Log	List of head office job posting audits	List of head office job posting audits	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA.	XLSX
74	Outplacement Firms Log	List of outplacement firms utilized for terminated employees	List of firms authorized under a vendor of record to provide outplacement services to employees departing the organization and the utilization of those firms.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA.	MDB
75	Search Firms Log	List of search firms utilized for recruitment	List of firms authorized under a vendor of record to provide candidate search ('headhunter") services to employees departing the organization and the utilization of those firms.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA.	MDB

76	Temporary Agency Log	List of temporary help agencies utilized	List of firms authorized under a vendor of record to provide temporary help (agency help) services to employees departing the organization and the utilization of those firms.	LCBO Human Resources	As Required	Restricted	Privacy	Not subject to FOI per s. 65(6) of FIPPA.	XLSX
77	Warehouse Management Ordering System (ROC)	Order Entry and Warehouse Management System	ROC: warehouse management system, order creation, receiving, picking, and adjustments. ROC: Order entry, credits and payment system	Retail	Daily	Under Review			Database
78	Customer Return Database	Return database	"Customer 101" database used to reference customer information for returns	Retail	Daily	Restricted	Privacy	Data contains customer information	MDB
79	Call Centre Phone Data	Database that stores telephony metadata	Database that stores telephony metadata collected during phone calls, statistics, historical phone data, IT/Retail Help Desk/helloLCBO	Retail	Daily	Restricted	Privacy	Data contains customer information; length of calls; agent performance data	Database
80	Customer Records Management - helloLCBO/IT/Retail Help Desk	Customer log tool	Tool to keep track of LCBO customers and licensees.	Retail	Daily	Restricted	Privacy	Data contains customer information	Database
81	Mystery Shop Data	Customer service mystery shop	Customer service store audits for measuring employee customer interactions.	Retail	Daily	Under Review			Database
82	Integrity Shop Data	Integrity Shop	Age-related Integrity Shop data.	Retail	Daily	Under Review			Database
83	Customer Records Management - Retail Operations	Customer Log tool - Retail Operations	Tool to keep track of LCBO customer issues	Retail	Daily	Restricted	Privacy	Contains customer information	Database
84	Training Database - Training Content	Training Database - Training Content	List and actual content for use in training programs.	Retail	As Required	Restricted	Privacy	Training documents specific to the LCBO. Occasionally the LCBO sells these programs to other agencies or third parties.	Database
85	Tasting Descriptors	Product Tasting Descriptors	Database of tasting profiles of products sold at LCBO.	Retail	As Required	Under Review			Database
86	Employee Apparel	Employee Apparel Ordering Site	Website to collect and process employee order of apparel. Apparel required as per Collective Bargaining Agreement.	Retail	As Required	Restricted	Privacy	Contains employee personal information regarding size/measurements.	Database
87	Relocation Program	Database of relocated employees	List of employees and their relocations	Retail	As Required	Restricted	Privacy	Contains employee personal information	Database
88	Central Supply Ordering	Store supply item	Compilation of store supply items as entered via LCBO's intranet (portal)	Retail	Daily	Restricted	Commercial sensitivity	Contains specific store ordering information	Database
89	Bring Your identification (BYID) database	BYID - "Bring Your Identification" Database of applicants and cardholders	A database string information about applicants and cardholders who have applied for or obtained an ID card demonstrating their age.	Retail	Daily	Restricted	Privacy	Contains applicant personal information	Database

90	Purchase Orders	Purchase Orders created and issued to suppliers	Purchase orders created in the purchasing module and issued to suppliers.	Procurement and Contract Management Department	Daily	Restricted	Commercial sensitivity	The access is based on roles and responsibilities within LCBO and proper approval authority is required prior to obtaining access.	Databse
91	Requisitions	Requisitions for goods and services	Requisitions entered in iProcurement module the purchase of goods and services.	Procurement and Contract Management Department	Daily	Restricted	Security	The access is based on roles and responsibilities within LCBO and proper approval authority is required prior to obtaining access.	Database
92	Contracts	Tracking contract terms and dates.	Contracts valued at $100,000 or more entered in the contracts module for tracking terms and dates.	Procurement and Contract Management Department	Daily	Restricted	Security	The access is based on roles and responsibilities within LCBO and proper approval authority is required prior to obtaining access.	Database
93	Procurement Projects Database	Repository of information relating to various procurements	The project log lists various procurement methods like Requests for Proposal (RFP) or Request for Information (RFI) etc., including direct awards. The project log identifies such items as the procurement type, description of the good or services procured, the successful respondent and awarded amount of projects.	Procurement and Contract Management Department	As Required	Restricted	Security	The access is based on roles and responsibilities within LCBO and proper approval authority is required prior to obtaining access.	Sharepoint
94	Laboratory Information Management System	Database of all samples tested in LCBO's quality assurance laboratory.	Quality assurance laboratory life-cycle tracking application containing sample, vendor, agent and client information, assigned tests, parameters and results.	Quality Assurance	Daily	Restricted	Confidentiality	Dataset contains analytical testing results that were paid for by clients of Quality Assurance Laboratory and privacy obligations under ISO 17025 accreditation of the Laboratory.	Database
95	LCBO Quality Services-Customer Complaints	Record of all product quality complaint returns made to LCBO retail stores by LCBO customers.	This dataset is a repository of all opened bottles returned to LCBO retail stores by customers as product quality complaints.	Quality Services	Daily	Restricted	Privacy	Records contain confidential LCBO customer information.	Database
96	LCBO Quality Services-Returns	Record of all saleable product returns made to LCBO retail stores by customers.	This dataset is a repository of customer returns of saleable product to an LCBO retail store for a refund.	Quality Services	Daily	Restricted	Privacy	Records contain confidential LCBO customer information.	Database
97	LCBO Quality Services-Warehouse breakage	Record of all LCBO warehouse operational breakage data.	This dataset is a repository of all LCBO warehouse operational breakage that occurs after inventory is received.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
98	LCBO Quality Services-Packaging Reviews	Record of packaging reviews performed by Quality Assurance staff in the Durham and Toronto Retail Service Centres.	This dataset is a repository for the results of all packaging reviews of shipping containers (cartons) reviewed by Quality Assurance staff for product arriving at an LCBO warehouse.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database

99	LCBO Quality Services-Quality Assurance Invoices	Record of Quality Assurance invoices issued to LCBO suppliers.	This dataset is a repository of all QA invoices and invoice adjustments for corrective rework and other cost recovery initiatives, e.g., customer complaints, charged to LCBO suppliers.	Quality Services	Weekly	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
100	LCBO Quality Services-Third party logistics	Record of Quality Assurance third party logistic (3PL) services invoices.	This dataset is a repository of all Third Party Logistic invoices charged back to LCBO suppliers for corrective rework performed externally.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
101	LCBO Quality Services-Compliance of Trailer Loads	Record of non-compliant highway trailer loads requiring corrective rework at time of receipt.	This dataset is a repository of all highway trailers received at an LCBO warehouse that required corrective rework.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
102	LCBO Quality Services-Compliance of Inter-Modal Container Loads	Record of non-compliant inter-modal container loads requiring corrective rework at time of receipt.	This dataset is a repository of all inter-modal ocean containers received at an LCBO warehouse that required corrective rework.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
103	LCBO Quality Services-Corrective Rework	Record of corrective rework and QA services invoiced to LCBO suppliers .	This dataset is a repository of all products received at an LCBO warehouse that required corrective rework for packaging or labelling deficiencies.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
104	LCBO Inventory Tracking System	Record of LCBO inventory transferred to Head Office departments from an LCBO store or warehouse.	This dataset is a repository of LCBO inventory transferred to a Head Office department for lab testing, sensory analysis, photography or other commercial purposes.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
105	Quality Services Sensory Application	Record of Quality Assurance sensory evaluation tastings conducted at LCBO's head office.	This dataset is a repository of QA sensory evaluation tastings conducted at Head Office.	Quality Services	Daily	Restricted	Confidentiality	Records contain confidential LCBO supplier information.	Database
106	Quality Assurance Date Code Monitoring System	Record of current LCBO inventory at the Durham and London warehouses.	This dataset is a repository of LCBO Durham and London warehouse inventory and is used to track the remaining shelf-life of date sensitive product.	Quality Services	Daily	Restricted	Commercial sensitivity	Records contain confidential information specific to LCBO products and inventory.	Database
107	LCBO Customer Engagement Survey	This dataset contains customer self-reported attitudes and shopping behaviours.	This semi-annual survey has been gathering customer attitudes and shopping behaviours at the LCBO since May 2009. Approximately 2,400 surveys are answered per year.	Sales, Marketing & Insights - Customer Insights	Other	Restricted	Legal and contractual limitations	Privacy of respondents and proprietary research methodologies	Database
108	LCBO Corporate Tracking Survey	This dataset contains customer self-reported attitudes and shopping behaviours.	This annual survey has been gathering customer attitudes regarding staff, stores and products, and overall opinions at the LCBO since Feb 1999. Approximately 2,500 surveys are answered per year.	Sales, Marketing & Insights - Customer Insights	Annually	Restricted	Legal and contractual limitations	Privacy of respondents and proprietary research methodologies	Database
109	In-Store Promotional Tracking	Analysis of in-store promotional materials	This survey gauges the awareness and effectiveness of promotional materials displayed during each of LCBO's promotional turns.	Sales, Marketing & Insights - Customer Insights	As Required	Restricted	Legal and contractual limitations	Privacy of respondents and proprietary research methodologies	SPSS
110	Wine Survey	This dataset contains self-administered customer attitudes and shopping behaviours specifically towards wines.	This dataset contains self-administered customer attitudes and shopping behaviours specifically towards wines and distinguishes between LCBO wines and Vintages customers.	Sales, Marketing & Insights - Customer Insights	Other	Restricted	Legal and contractual limitations	Privacy of respondents and proprietary research methodologies	Database

	Name	Description	Description (detail)	Business Area	Frequency	Classification	Restriction Reason	Restriction Detail	Format
111	Customer Relationship Management (CRM) Program	This dataset contains information about subscribers to the myLCBO program.	This dataset contains information about subscribers to the myLCBO program. This includes purchase behaviour and point-of-sale data to personalize content based on buying behaviour.	Sales, Marketing & Insights - Customer Insights	As Required	Restricted	Legal and contractual limitations	Privacy of respondents and proprietary research methodologies	Database
112	Average Rate of Sale	A point-in-time calculation of the average units sold.	The average rate of sale for a product in stores, excluding promotions and seasonality, calculated based on various criteria.	Sales, Marketing & Insights - Product, Sales and Marketing	Weekly	Restricted	Commercial sensitivity	Can be calculated using data available for purchase from LCBO's Sale of Data program.	Database
113	Demand Forecast	A point-in-time calculation of the forecasted demand.	The forecasted demand for a product in stores, excluding promotions and seasonality, calculated based on various criteria, available by warehouse.	Sales, Marketing & Insights - Product, Sales and Marketing	Weekly	Restricted	Commercial sensitivity	The dataset contains information that cannot be shared with competitors.	Database
114	Vintages Shop Online Customer Mailing and Billing Information	List of Vintages shop-online registered customers including mailing information, email address and billing information.	This dataset contains the personal information of consumers who have created an account on the Vintages Shop Online site. The purpose of creating an account is to conduct an online purchase and/or to receive product or event information. This dataset may include mailing info, email address and billing info.	Sales, Marketing & Insights - Product, Sales and Marketing	Daily	Restricted	Legal and contractual limitations	Contains residential and / or contact information to identify an individual	Database
115	Products Submission for Promotional Program	List of all applied promotional applications by product number, by marketing period and by promotional type, including billing and costing	A list of products submitted for consideration to participate in a promotional program. Dataset includes product number, description, promotional offering, program cost and the decision to participate or not.	Sales, Marketing & Insights - Product, Sales and Marketing	Daily	Restricted	Commercial sensitivity	Contains commercially sensitive data that cannot be shared with competitors.	Database
116	LCBO New Item Submissions	List of all items submitted through the new item submission system	List of all items submitted through the NISS system to be considered for purchase for the LCBO sales channel including product call dates and deadlines.	Sales, Marketing & Insights - Product, Sales and Marketing	Daily	Restricted	Commercial sensitivity	Contains commercially sensitive data that cannot be shared with competitors.	Database
117	Broadcast Production Photo/Video Library	A catalogue of photos showing employees performing their various roles across the LCBO.	A catalogue of photos showing employees in various roles across the LCBO.	Corporate Communications	Monthly	Restricted	Privacy	Contains photos of employees that were taken for the express purpose of internal communications.	JPEG
118	LCBO Retail Sales Data	LCBO sales to the public (regular customer), by item, by location, by transaction	LCBO Sales to the public (regular customer), by item, by location, by transaction.	Business Intelligence	Daily	Restricted	Commercial sensitivity	This data is commercially sensitive as it contains sales information by location and sku.	Database
119	LCBO Wholesale Sales Data	LCBO wholesale sales by item, by channel (licensee, agency, The Beer Store, Land Board Point, and grocery stores)	LCBO Wholesale Sales by item, by channel (licensee, agency, The Beer Store, Land Board Point, and grocery stores)	Business Intelligence	Daily	Restricted	Commercial sensitivity	Data is commercially sensitive because it contains sales information.	Database
120	LCBO Product Inventory Data	List of LCBO product inventory levels at retail stores, service centers, and warehouses by item, by location	List of LCBO product inventory levels at retail stores, retail service centers, and warehouses, by item and location	Business Intelligence	Daily	Restricted	Commercial sensitivity	Data is commercially sensitive because it contains information on inventory levels.	Database

121	Inventory Adjustments	List of inventory adjustments by item and location, including retail store and warehouse receipts, breakage, and inter-store/inter-warehouse transfers.	List of inventory adjustments by item and location, including retail store and warehouse receipts, breakage, and inter-store/inter-warehouse transfers.	Business Intelligence	Daily	Under Review			Database
122	Customs Rates	List of customs rates paid by LCBO for imported products, by item	List of customs rates paid by LCBO for imported products, by item	Business Intelligence	Daily	Under Review			Database
123	Freight Payments	List of Freight Payments made for transfer/delivering products to LCBO retail stores and warehouses, by item and location	List of freight payments made for transfer/delivering products to LCBO retail stores and warehouses, by item and location.	Business Intelligence	Daily	Restricted	Legal and contractual limitations	Freight rates are subject to legal and contract limitations	Database
124	Carriers	List of transportation carriers that deliver products to LCBO stores and warehouses.	List of transportation carriers that deliver products to LCBO stores and warehouses.	Business Intelligence	Daily	Under Review			Database
125	Vintages Releases	List of Vintages products including future release date, by item.	List of Vintages products including future release date, by item.	Business Intelligence	Daily	Under Review			Database
126	Promotions	List of product promotions, including the type of promotion and duration of promotion, by item and location.	List of product promotions, including the type of promotion and duration of promotion, by item and location.	Business Intelligence	Daily	Under Review			Database
127	LCBO Retail Store Fill Rates by LCBO Retail Service Centres	List of retail store order fill rates by LCBO retail service centres	List of retail store order fill Rates by LCBO retail service centres	Business Intelligence	Daily	Under Review			Database
128	LCBO Retail Service Centre Fill Rates by Suppliers	List of retail service centre order fill rates by supplier	List of retail service centre order fill rates by suppliers	Business Intelligence	Daily	Under Review			Database
129	LCBO Items	List of all items for sale through LCBO including alcoholic beverages and accessories	List of all items for sale through LCBO including alcoholic beverages and accessories.	Business Intelligence	Daily	Under Review			Database
130	LCBO Item Prices	List of current and historical item price data	List of current and historical item price data	Business Intelligence	Daily	Under Review			Database
131	Suppliers	List of suppliers including name, address and contact information	List of suppliers including name, address and contact information.	Business Intelligence	Daily	Under Review			Database
132	LCBO Fiscal Calendar	LCBO fiscal calendar	LCBO fiscal calendar	Business Intelligence	Annually	Open/Public			Database
133	Customers	List of LCBO customers including licensees, agencies and regular customers (individuals)	List of LCBO customers including licensees, agencies and regular customers (individuals).	Business Intelligence	Daily	Restricted	Privacy	Contains personal information	Database
134	Air Miles Accounts	List of Air Miles accounts that have been used in connection with purchases at LCBO retail stores including number and postal code, but excluding personal name and address information	List of Air Miles accounts that have been used in connection with purchases at LCBO retail stores including number and postal code, but excluding personal name and address information	Business Intelligence	As Required	Restricted	Privacy	Contains data linked to personal information	Database
135	LCBO Locations	List of LCBO retail stores and service centers including address and status information	List of LCBO retail stores and service centers including address and status information	Business Intelligence	Daily	Under Review			Database
136	The Beer Store Locations	List of The Beer Store retail locations including address information	List of The Beer Store retail locations including address information	Business Intelligence	Daily	Under Review			Database
137	Grocery Store Locations	List of Grocery Store locations including name and address information	List of Grocery Store locations including name and address information	Business Intelligence	Daily	Under Review			Database
138	Stranded Containers	Number of empty bottles that were returned to LCBO stores for container deposit refund by item and location	Number of empty bottles were returned to LCBO stores for container deposit refund by item and location	Business Intelligence	Daily	Under Review			Database
139	Power Lifting Equipment	List of power lifting equipment at retail stores	List of power lifting equipment at retail stores	Business Intelligence	Daily	Under Review			Database
140	General Ledger	Listing of the LCBO financial general ledger including actual and budget information by line item	Listing of the LCBO financial general ledger including actual and budget information by line item	Business Intelligence	Daily	Under Review			Database

141	Charitable Donations	List of donations received for various charitable campaigns (e.g. United Way, Red Cross for Alberta) at LCBO retail Stores, by location and transaction	List of donations received for various charitable campaigns (e.g., United Way, Red Cross for Alberta) at LCBO retail stores, by location and transaction	Business Intelligence	Daily	Under Review			Database
142	Warehouse Shipments	List of warehouse to store shipments including transfer to other warehouses.	Transaction listing regarding shipments from LCBO warehouse to stores and inter-warehouse transfers.	Logistics Division	Daily	Under Review			Database
143	Country of Origin	List of producing/purchasing countries where LCBO sourced its products	List of producing/purchasing countries where LCBO sourced its products	Logistics Division	Daily	Under Review			Database
144	Ports	List of shipping points (ports) used by LCBO	List of shipping points (ports) used by LCBO	Logistics Division	Daily	Under Review			Database