### Annual Report to Parliament Privacy Act

**Great Lakes Pilotage Authority** 

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### INTRODUCTION

The *Privacy Act* gives Canadian citizens and people present in Canada the right to have access to information about them that is held by the federal government. It also protects against unauthorized disclosure of personal information. In addition, it strictly controls how the government will collect, use, store, disclose, and dispose of any personal information.

The Great Lakes Pilotage Authority is a Crown Corporation listed in Schedule III, Part 1 of F.A.A. Act and was established on February 1, 1972, pursuant to the Pilotage Act.

The mandate of the Great Lakes Pilotage Authority is to establish, operate, maintain and administer in the interest of safety, an efficient pilotage service within the Great Lakes region for commercial vessels.

It manages its own financial and operational affairs and reports to the Minister of Transport.

It is directly responsible for the implementation and administration of the Privacy Act. It reports annually to Parliament on the administration and application the Privacy Act in accordance with Section 72 of this Act.

### STRUCTURE OF THE ATIP OFFICE

Responsibility for processing requests received under the Privacy *Act* rests with the Access to Information and Privacy Coordinator who is also the Director of Human Resources. The Access to Information and Privacy Coordinator oversees the implementation of the *Privacy Act* within the Great Lakes Pilotage Authority and ensures compliance with the legislation. Due to the limited number of information requests, there is no staff dedicated to the function.

### **STATISTICS**

### Interpretation of the Statistical Report

There was no formal Privacy request received by the Great Lakes Pilotage Authority during the reporting period.

The operational costs to administer the Act for the reporting period are \$300.00.

In the previous five (5) years, there have been no requests under the *Privacy Act* received by Great Lakes Pilotage Authority.

### INSTITUTIONAL POLICIES AND PROCEDURES

The Authority did not implement any new and/or revised privacy policies, guidelines or procedures during the reporting period.

### **DELEGATION OF AUTHORITY**

There is no Delegation Order on record for Great Lakes Pilotage Authority. The signing authority for the administration of the *Privacy Act* remains with the Chief Executive Officer of Great Lakes Pilotage Authority.

### **EDUCATION AND TRAINING**

The Great Lakes Pilotage Authority did not offer any training activity on the *Privacy Act* during the reporting period.

### COMPLAINTS AND INVESTIGATIONS

There were no complaints received concerning the administration of the *Privacy Act*, and no difficulties have been encountered in the administration of the *Privacy Act* during the reporting period.

### MONITORING COMPLIANCE

Great Lakes Pilotage Authority does not currently have a formal monitoring and/or tracking system in place in relation to requests received under the *Access to Information Act and Privacy Act*.

### **MATERIAL PRIVACY BREACHES**

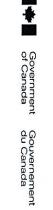
During the reporting period, Great Lakes Pilotage Authority had no material privacy breaches.

### PRIVACY IMPACT ASSESSMENT (PIA)

During this reporting period, Great Lakes Pilotage Authority did not initiate any Privacy Impact Assessments (PIA) and, therefore, no assessments were forwarded to the Office of the Privacy Commissioner.

### DISCLOSURE PURSUANT TO PARAGRAPH 8(2)(m)

There were no disclosures pursuant to paragraph 8(2)(m) for the 2024-2025 period.



## Statistical Report on the Privacy Act

| Reporting period: | Name of institution:               |
|-------------------|------------------------------------|
| 2024-04-01        | Great Lakes Pilotage Aut           |
| †<br>†            | thority                            |
| 2025-03-31        |                                    |
| d: 2024-04-01 to  | on: Great Lakes Pilotage Authority |

## Section 1: Requests Under the Privacy Act

## 1.1 Number of requests received

|   |   | Number of Requests |
|---|---|--------------------|
| Received during reporting period                                    |   | 0                  |
| Outstanding from previous reporting periods                         |   | 0                  |
| <ul> <li>Outstanding from previous reporting period</li> </ul>      | 0 |                    |
| <ul> <li>Outstanding from more than one reporting period</li> </ul> | 0 |                    |
| Total   |   | 0                  |
| Closed during reporting period                                      |   | 0                  |
| Carried over to next reporting period                               |   | 0                  |
| <ul> <li>Carried over within legislated timeline</li> </ul>         | 0 |                    |
| Carried over beyond legislated timeline                             | 0 |                    |
|   |   |                    |

### 1.2 Channels of requests

| Source    | Number of Requests |
|-----------|--------------------|
| Online    | 0                  |
| E-mail    | 0                  |
| Mail      | 0                  |
| In person | 0                  |
| Phone     | 0                  |
| Fax       | 0                  |
| Total     | 0                  |
|           |                    |

### Section 2: Informal requests

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Received during reporting period

| 0 | Number of Requests |
|---|--------------------|

| Outstanding from previous reporting periods                         | 5 | 0 |
|---|---|---|
| <ul> <li>Outstanding from previous reporting period</li> </ul>      | 0 |   |
| <ul> <li>Outstanding from more than one reporting period</li> </ul> | 0 |   |
| Total   |   | 0 |
| Closed during reporting period                                      |   | 0 |
| Carried over to next reporting period                               |   | 0 |

## 2.2 Channels of informal requests

| Source    | Number of Requests |
|-----------|--------------------|
| Online    | 0                  |
| E-mail    | 0                  |
| Mail      | 0                  |
| In person | 0                  |
| Phone     | 0                  |
| Fax       | 0                  |
| Total     | 0                  |
|           |                    |

## 2.3 Completion time of informal requests

| Completion Time         Oto 15       16 to 30       31 to 60       120       121 to       365       Than 365         Days       Days       Days       180 Days       Days       Days       Total         0       0       0       0       0       0       0 |       |          |        |          |         |          |          |         |
|--|-------|----------|--------|----------|---------|----------|----------|---------|
| Completion Time           61 to         181 to         More           120         121 to         365         Than 365           Days         180 Days         Days         Days  | 9     | 0        | 0      | 0        | 0       | 0        | 0        | 0       |
| 61 to 181 to 120 121 to 365  | Total | Days     |        | 180 Days | Days    | Days     | Days     | Days    |
| 181 to   |       | Than 365 | 365    | 121 to   | 120     | 31 to 60 | 16 to 30 | 0 to 15 |
| Completion Time  |       | More     | 181 to |          | 61 to   |          |          |         |
| Completion Time  |       |          |        |          |         |          |          |         |
|  |       |          |        | ion Time | Complet |          |          |         |

### 2.4 Pages released informally

| _ |                       |                                  |
|---|-----------------------|----------------------------------|
| 0 | Number of<br>Requests | Less Than 100<br>Pages Released  |
| 0 | Pages<br>Released     | an 100<br>eleased                |
| 0 | Number of Requests    | 100-500<br>Pages Released        |
| 0 | Pages<br>Released     | 500<br>eleased                   |
| 0 | Number of Requests    | 501-1000<br>Pages Released       |
| 0 | Pages<br>Released     | 1000<br>eleased                  |
| 0 | Number of Requests    | 1001-5000<br>Pages Released      |
| 0 | Pages<br>Released     | 5000<br>eleased                  |
| 0 | Number of Requests    | More Than 5000<br>Pages Released |
| 0 | Pages<br>Released     | an 5000<br>eleased               |

# Section 3: Requests Closed During the Reporting Period

## 3.1 Disposition and completion time

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| Ota | Neither confirmed nor denied 0 ( | Nother and dolled | Reguest abandonad | No records exist | All excluded | All exempted | Disclosed in part 0 | O 0 | 0 to 15                      |  |
|-----|----------------------------------|-------------------|-------------------|------------------|--------------|--------------|---------------------|-----|------------------------------|--|
| 0   | 0 0                              | 0                 | 0                 | 0                | 0            |              | 0                   | 0   | 16 to 30 31 to 60  Days Days |  |
| )   | 0                                | 0                 | 0                 | 0                | 0            |              | 0                   | 0   | 61 to 120<br>Days            |  |
| ,   | 0                                | 0                 | 0                 | 0                | 0            | c            | ,                   | 0   | 121 to 180 Days              |  |
| ,   | 0                                | 0                 | 0                 | 0                | 0            | c            | , ,                 | 0   | 181 to 365<br>Days           |  |
| ,   | 0                                | 0                 | 0                 | 0                | 0            | c            | , ,                 | 0   | More<br>Than 365<br>Days     |  |
| ,   | 0                                | 0                 | 0                 | 0                | 0            | 0            |                     | 0   | Total                        |  |

### 3.2 Exemptions

|          | Number of |               | Number of |         | Number of |
|----------|-----------|---------------|-----------|---------|-----------|
| Section  | Requests  | Section       | Requests  | Section | Requests  |
| 18(2)    | 0         | 22(1)(a)(i)   | 0         | 23(a)   | 0         |
| 19(1)(a) | 0         | 22(1)(a)(ii)  | 0         | 23(b)   | 0         |
| 19(1)(b) | 0         | 22(1)(a)(iii) | 0         | 24(a)   | 0         |
| 19(1)(c) | 0         | 22(1)(b)      | 0         | 24(b)   | 0         |
| 19(1)(d) | 0         | 22(1)(c)      | 0         | 25      | 0         |
| 19(1)(e) | 0         | 22(2)         | 0         | 26      | 0         |
| 19(1)(f) | 0         | 22.1          | 0         | 27      | 0         |
| 20       | 0         | 22.2          | 0         | 27.1    | 0         |
| 21       | 0         | 22.3          | 0         | 28      | 0         |
|          |           | 22.4          | 0         |         |           |

### 3.3 Exclusions

| Section  | Number of Requests | Section  | Number of Requests | Section  | Number of |
|----------|--------------------|----------|--------------------|----------|-----------|
|          | . roducoro         | occion   | Nednesis           | Section  | Reduests  |
| 69(1)(a) | 0                  | 70(1)    | 0                  | 70(1)(d) | 0         |
| 69(1)(b) | 0                  | 70(1)(a) | 0                  | 70(1)(e) | 0         |
| 69.1     | 0                  | 70(1)(b) | 0                  | 70(1)(f) | 0         |
|          |                    | 70(1)(c) | 0                  | 70.1     | 0         |
|          |                    |          |                    |          |           |

## 3.4 Format of information released

| 0 | Paper    |            |
|---|----------|------------|
| 0 | E-record |            |
| 0 | Data set | Electronic |
| 0 | Video    |            |
| 0 | Audio    |            |
| 0 | Other    |            |

### 3.5 Complexity

3.5.1 Relevant pages processed and disclosed for paper, e-record and dataset formats

| 0 0 0 | Number of Pages Processed Number of Pages Disclosed Number of R |
|-------|---|
| 0     | Number of Requests  |

<sup>3.5.2</sup> Relevant pages processed per request disposition for paper, e-record and dataset formats by size of requests

| Total 0 | Neither confirmed 0 | Request 0 abandoned | All excluded 0 | All exempted 0 | Disclosed in part 0 | All disclosed 0 | Number of Position Requests Pro- | Less Than 100 Pages Processed     |
|---------|---------------------|---------------------|----------------|----------------|---------------------|-----------------|----------------------------------|-----------------------------------|
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Pages N                          |                                   |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Number of<br>Requests            | 100-500<br>Pages Processed        |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Pages<br>Processed               | 00<br>cessed                      |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Number of<br>Requests            | 501-1000<br>Pages Processed       |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Pages<br>Processed               | cessed                            |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Number of<br>Requests            | 1001-5000<br>Pages Processed      |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Pages<br>Processed               | ocessed                           |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Number of<br>Requests            | More T<br>Pages P                 |
| 0       | 0                   | 0                   | 0              | 0              | 0                   | 0               | Pages<br>Processed               | More Than 5000<br>Pages Processed |

# 3.5.3 Relevant minutes processed and disclosed for audio formats

| 0 | Number of Minutes Processed |
|---|-----------------------------|
| 0 | Number of Minutes Disclosed |
| 0 | Number of Requests          |

# 3.5.4 Relevant minutes processed per request disposition for audio formats by size of requests

|                              | Less than 60 Minutes processed | s processed       | 60-120 Minutes processed | rocessed          | More than 120 Minutes processed | s processed       |
|------------------------------|--------------------------------|-------------------|--------------------------|-------------------|---------------------------------|-------------------|
| Disposition                  | Number of requests             | Minutes Processed | Number of requests       | Minutes Processed | Number of requests              | Minutes Processed |
| All disclosed                | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
| Disclosed in part            | 0                              | 0                 | 0                        | D.                | <b>&gt;</b> (                   |                   |
| All exempted                 | 0                              | 0                 | 0                        | D                 | 0                               |                   |
| All excluded                 | 0                              | 0                 | 0                        | D (               | 0 0                             |                   |
| Request abandoned            | 0                              | 0                 | 0                        | 0                 | 0 6                             |                   |
| Neither confirmed nor denied | 0                              | 0                 | 0                        | 0                 | 0 (                             | 0 0               |
| Total                        | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
|                              |                                |                   |                          |                   |                                 |                   |

# 3.5.5 Relevant minutes processed and disclosed for video formats

| 0 0 | Number of Minutes Number of Minutes Processed Disclosed Num |
|-----|---|
| 0   | Number of Requests  |

# 3.5.6 Relevant minutes processed per request disposition for video formats by size of requests

|                              | Less than 60 Minutes processed | s processed       | 60-120 Minutes processed | ocessed           | More than 120 Minutes processed | s processed       |
|------------------------------|--------------------------------|-------------------|--------------------------|-------------------|---------------------------------|-------------------|
| Disposition                  | Number of requests             | Minutes Processed | Number of requests       | Minutes Processed | Number of requests              | Minutes Processed |
| All disclosed                | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
| Disclosed in part            | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
| All exempted                 | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
| All excluded                 | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
| Request abandoned            | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
| Neither confirmed nor denied | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
| Total                        | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |
|                              |                                |                   |                          |                   |                                 |                   |

### 3.5.7 Other complexities

|   | _     | _          |                   |           |         | _            | _           | _           | _            |                   | _ |               | _           |                           |  |
|---|-------|------------|-------------------|-----------|---------|--------------|-------------|-------------|--------------|-------------------|---|---------------|-------------|---------------------------|--|
|   | Total | nor denied | Neither confirmed | abandoned | Request | · m excluded | Allexcluded | An exempled | All exempted | Disclosed in part |   | All disclosed | Disposition | Disposition of the second |  |
|   | 0     | 0          |                   | 0         |         | c            | >           | c           | 0            | 0                 | c | O             | Required    | Consultation              |  |
|   | 0     | 0          |                   | 0         |         | c            | 9           | 0           |              | O                 | C | ·             | Sought      | Legal Advice              |  |
|   | 0     | 0          |                   | 0         |         | 0            | (           | 0           | c            | 0                 | 0 |               | Information | Interwoven                |  |
| · | 0     | 0          |                   | 0         | ď       | 0            | c           | O           | c            | ,                 | 0 | Onici         | Other       |                           |  |
| c | 0     | 0          |                   | 0         | c       | 0            | c           | >           | 0            | (                 | 0 | iolai         | 101         |                           |  |

### 3.6 Closed requests

# 3.6.1 Number of requests closed within legislated timelines

| Percentage of requests closed within |
|--------------------------------------|

### 3.7 Deemed refusals

# 3.7.1 Reasons for not meeting legislated timelines

| c | 0     |              | legislated timelines | walliber of requests closed past the | Number of requests along a section |
|---|-------|--------------|----------------------|--------------------------------------|------------------------------------|
| C | 0     | Workload     | operations /         | interrence with                      | _                                  |
| С |       | Consultation | External             |                                      | Principal Reason                   |
| 0 |       | Consultation | Internal             |                                      | Reason                             |
| 0 | Other | 0            |                      |                                      |                                    |

# 3.7.2 Request closed beyond legislated timelines (including any extension taken)

| 0 0 0      | 0 0 0  | 0 0 0  | 121 to 180 days 181 to 365 days More than 365 days |
|------------|--|--|--|
| 0 0 0      | 0  | 0  | 16 to 30 days 31 to 60 days 61 to 120 days         |
| Total<br>0 | Number of requests past legislated timeline where an extension was taken | Number of requests past legislated timeline where no extension was taken | Number of days past legislated timelines           |

### 3.8 Requests for translation

| Accepted P  |
|---|
| Refused       Total         0       0         0       0         0       0         0       0 |

# Section 4: Disclosures Under Subsections 8(2) and 8(5)

| raiagraphi o(z)(e) raiagraphi o(z)(iii) Subsection 8(5) |   | 0               | 0 | C |
|---|---|-----------------|---|---|
|   | Γ | Subsection 8(5) | 0 | 0 |

# Section 5: Requests for Correction of Personal Information and Notations

| 0      | Total  |
|--------|--|
| 0      | Requests for correction accepted             |
| 0      | Notations attached                           |
| Number | Disposition for Correction Requests Received |
|        |  |

### Section 6: Extensions

### 6.1 Reasons for extensions

| 0 | Number of extensions taken                        |                                       |
|---|---|---------------------------------------|
| 0 | Further review required to determine exemptions   |                                       |
| 0 | Large volume of pages                             | 15(a)(i) Interference with operations |
| 0 | Large volume of                                   | e with operations                     |
| 0 | Documents are difficult to obtain                 |                                       |
| 0 | Cabinet<br>Confidence<br>(Section 70)             | 15 (a)                                |
| 0 | External  | )(II) Consultation                    |
| 0 | Internal  | Itation                               |
| 0 | 15(b)<br>Translation<br>purposes or<br>conversion |                                       |

### 6.2 Length of extensions

|                      |                | 15(a)(i) Interference with operations | e with operations                                 |                     | 15 (a)       | 15 (a)(ii) Consultation | tation   |             |
|----------------------|----------------|---------------------------------------|---|---------------------|--------------|-------------------------|----------|-------------|
|                      | Further review |                                       |   |                     |              |                         |          | 15(b)       |
|                      | required to    |                                       |   |                     | Cabinet      |                         |          | Iranslation |
|                      | determine      | Large volume of                       | Large volume of   Large volume of   Documents are | Documents are       | Confidence   |                         |          | purposes or |
| Length of Extensions | exemptions     | pages                                 | requests  | difficult to obtain | (Section 70) | External                | Internal | conversion  |
| 1 to 15 days         | 0              | 0                                     | 0   | 0                   | 0            | 0                       | 0        | 0           |
| 16 to 30 days        | 0              | 0                                     | 0   | 0                   | 0            | 0                       | 0        | 0           |
| 31 days or greater   |                |                                       |   |                     |              |                         |          | 0           |
| Total                | 0              | 0                                     | 0   | 0                   | 0            | 0                       | 0        | 0           |
|                      |                |                                       |   |                     |              |                         |          |             |

# Section 7: Consultations Received From Other Institutions and Organizations

# 7.1 Consultations received from other Government of Canada institutions and other organizations

| 0              | 0             | 0               | 0              | Carried over beyond negotiated timelines       |
|----------------|---------------|-----------------|----------------|--|
| 0              | 0             | 0               | 0              | Carried over within negotiated timelines       |
| 0              | 0             | 0               | 0              | Closed during the reporting period             |
| 0              | 0             | 0               | 0              | Total  |
| 0              | 0             | 0               | 0              | Outstanding from the previous reporting period |
| 0              | 0             | 0               | 0              | Received during the reporting period           |
| to Review      | Organizations | to Review       | Institutions   | Consultations                                  |
| Number of Page | Other         | Number of Pages | of Canada      |  |
|                |               |                 | tageneral roat |  |

# 7.2 Recommendations and completion time for consultations received from other Government of Canada institutions

|                           | Nı      | ımber of I | Number of Days Required to Complete Consultation Requests | red to Co | mplete Co              | nsultation | Request | S     |
|---------------------------|---------|------------|---|-----------|------------------------|------------|---------|-------|
|                           |         |            |   |           |                        |            | More    |       |
|                           |         |            |   | 61 to     |                        |            | Than    |       |
|                           | 0 to 15 | 16 to 30   | 31 to 60  | 120       | 121 to                 | 181 to     | 365     |       |
| Recommendation            | Days    | Days       | Days  | Days      | 180 Days 365 Days Days | 365 Days   | Days    | Total |
| Disclose entirely         | 0       | 0          | 0   | 0         | 0                      | 0          | 0       | 0     |
| Disclose in part          | 0       | 0          | 0   | 0         | 0                      | 0          | 0       | 0     |
| Exempt entirely           | 0       | 0          | 0   | 0         | 0                      | 0          | 0       | 0     |
| Exclude entirely          | 0       | 0          | 0   | 0         | 0                      | 0          | 0       | 0     |
| Consult other institution | 0       | 0          | 0   | 0         | 0                      | 0          | 0       | 0     |
| Other                     | 0       | 0          | 0   | 0         | 0                      | 0          | 0       | 0     |
| Total                     | 0       | 0          | 0   | 0         | 0                      | 0          | 0       | 0     |
|                           |         |            |   |           |                        |            |         |       |

7.3 Recommendations and completion time for consultations received from other organizations outside the Government of Canada

|                                  |                                   |                    |                            | di imbor of        | dame magni  |                    | •                            |                    |                       |                                   |
|----------------------------------|-----------------------------------|--------------------|----------------------------|--------------------|---|--------------------|------------------------------|--------------------|-----------------------|-----------------------------------|
|                                  |                                   |                    |                            | Adminer of         | nulliber of days required to complete consultation requests | red to co          | mplete cor                   | sultation          | requests              | 6)                                |
|                                  |                                   |                    |                            |                    |   | 22                 | 11                           |                    | More                  |                                   |
|                                  |                                   |                    | 0 to 15                    | 16 to 30           | 31 to 60  | 120                | 121 to                       | 181 to             | 365                   |                                   |
| Recomn                           | Recommendation                    |                    | Days                       | Days               | Days  | Days               | 180 Days                     | 365 Days           | Days                  | Total                             |
| Disclose entirely                |                                   |                    | 0                          | 0                  | 0   | 0                  | 0                            | O                  | 0                     | 0                                 |
| Disclose in part                 |                                   |                    | 0                          | 0                  | 0   | 0                  | 0                            | 5                  | 0                     | 0                                 |
| Exempt entirely                  |                                   |                    | 0                          | 0                  | 0   | 5                  | 0 0                          | 0                  |                       |                                   |
| Exclude entirely                 |                                   |                    | 0                          | 0                  | 0   | 0                  |                              | 5 0                |                       | 0                                 |
| Consult other institution        | tution                            |                    | 0                          | 0                  | ٥   | 0                  |                              | 0                  | 0                     |                                   |
| Other                            |                                   |                    | ,                          | ) (                | C   | c                  | c                            | c                  | c                     | c                                 |
| Total                            |                                   |                    | C                          | 0                  | 0   | 0                  | 0                            | 0                  | 0                     | 0                                 |
| TOTAL                            |                                   |                    | 0                          | 0                  | 0   | 0                  | 0                            | 0                  | 0                     | 0                                 |
| Section 9: Completion Time of O  |                                   |                    |                            |                    |   |                    |                              |                    |                       |                                   |
| 8.1 Requests with Legal Services | th Legal S                        | ervices            |                            |                    |   |                    |                              |                    |                       |                                   |
|                                  | Fewer Than 100<br>Pages Processed | nan 100<br>ocessed | 100-500 Pages<br>Processed | Pages<br>ssed      | 501-1000<br>Pages Processed                                 | 000<br>cessed      | 1001-5000<br>Pages Processed | 000                | More th               | More than 5000<br>Pages Processed |
| Number of Days                   | Number of<br>Requests             | Pages<br>Disclosed | Number of Requests         | Pages<br>Disclosed | Number of<br>Requests                                       | Pages<br>Disclosed | Number of<br>Requests        | Pages<br>Disclosed | Number of<br>Requests | Pages<br>Disclosed                |
| 1 to 15                          | 0                                 | 0                  | 0                          | 0                  | 0   | 0                  | ٥                            | ٥                  | ٥                     | 0                                 |
| 16 to 30                         | 0                                 | 0                  | 0                          | 0                  | 0   | 0                  | 0                            | 0                  | 0 0                   | 0                                 |
| 31 to 60                         | 0                                 | 0                  | 0                          | 0                  | 0   | 0                  | 0                            | 0                  | 5 6                   | 0                                 |
| 61 to 120                        | 0                                 | 0                  | 0                          | 0                  | 0   | 0                  | ٥                            |                    | ٥                     | 0                                 |
| 121 to 180                       | 0                                 | 0                  | 0                          | 0                  | 0   | 0                  | 0                            | 0                  | ٥                     | 0                                 |
| 181 to 365                       | 0                                 | 0                  | 0                          | 0                  | 0   | 0                  | 0                            | 0                  | 0                     | 5                                 |
| More than 365                    | 0                                 | 0                  | 0                          | 0                  | 0   | 0                  | 0                            | 0                  | 0                     | 5                                 |
| Total                            | >                                 | >                  | >                          | •                  |   |                    |                              | l                  |                       | Ģ                                 |

## 8.2 Requests with Privy Council Office

|   | וטומו | Tat | INIO            | Mos         | 181        | 171        | 13 2 | 61        | 311      |   | 10.      | 1 to  | Nun                   |         |                 |                |  |
|---|-------|-----|-----------------|-------------|------------|------------|------|-----------|----------|---|----------|-------|-----------------------|---------|-----------------|----------------|--|
|   | 11    |     | COC LIPIT PLOIN | *********** | 181 to 365 | 121 (0 100 | 100  | 61 to 120 | 31 to 60 | 3 | 18 10 30 | to 15 | Number of Days        |         |                 |                |  |
|   |       |     | 0               | '           |            |            |      |           |          |   |          |       | ays                   |         |                 |                |  |
|   | 0     |     | C               | ,           | 0          | c          |      |           | 0        | c | 0        | 0     | Number of<br>Requests |         | Pages Processed | Fewer Than 100 |  |
|   | 0     |     | 0               |             | 0          | 0          | C    |           | 0        | c | ,        | 0     | Pages<br>Disclosed    |         | ocessed         | han 100        |  |
|   | 0     |     | 0               |             | 0          | 0          | C    | )         | 0        | c |          | 0     | Number of<br>Requests |         | Proceed         | 100-500 Pages  |  |
|   | 0     |     | 0               | c           | 0          | 0          | 0    |           | 0        | 0 |          | 0     | Pages<br>Disclosed    | 0000    | esed .          | Pages          |  |
|   | 0     | •   | >               | c           |            | 0          | 0    | c         | 0        | 0 | ,        | 0     | Number of<br>Requests |         | Pages Processed | 501-1000       |  |
|   | 0     | ď   | 5               | c           | ,          | 0          | 0    | c         | o        | 0 |          | D     | Pages<br>Disclosed    |         | ocessed         | 000            |  |
| į | 0     | •   | >               | c           | ,          | 0          | 0    | c         | 0        | 0 |          | Þ     | Number of Requests    |         | Pages Processed | 1001-5000      |  |
| , | 0     | c   | o               | O           |            | 0          | 0    | c         | 0        | 0 | c        |       | Pages<br>Disclosed    | 9       | Dessed          | 5000           |  |
| • |       | c   | 0               | 0           | (          | 0          | 0    | c         |          | 0 | C        |       | Number of Requests    | . ugcs  | Page P          | More th        |  |
| • |       | c   | 0               | 0           | c          |            | 0    | C         |          | 0 | c        |       | Pages<br>Disclosed    | occased | Pages Processed | More than 5000 |  |

# Section 9: Complaints and Investigations Notices Received

| 0 | Section 31   |
|---|--------------|
| 0 | Section 33   |
| 0 | Section 35   |
| 0 | Court action |
| 0 | Total        |

# Section 10: Privacy Impact Assessments (PIAs) and Personal Information Banks (PIBs)

## 10.1 Privacy Impact Assessments

|--|

# 10.2 Institution-specific and Central Personal Information Banks

| Total | Certag | Centra | Institution-specific | Personal Information Banks | Dama - 1 1 - 6 |
|-------|--------|--------|----------------------|----------------------------|----------------|
| 4     | 0      | 4      |                      | Active                     |                |
| 0     | 0      | c      | À                    | Created                    |                |
| 0     | 0      | 0      |                      | Terminated                 |                |
| 0     | 0      | 0      |                      | Modified                   |                |

### Section 11: Privacy Breaches

## 11.1 Material Privacy Breaches reported

| 0 | Number of material privacy breaches reported to OPC |
|---|---|
| 0 | Number of material privacy breaches reported to TBS |

## 11.2 Non-Material Privacy Breaches

|--|

# Section 12: Resources Related to the Privacy Act

### 12.1 Allocated Costs

| \$300  |                  | Total   |
|--------|------------------|---|
|        | \$0              | <ul> <li>Other</li> </ul>                           |
|        | es contracts \$0 | <ul> <li>Professional services contracts</li> </ul> |
| \$0    |                  | Goods and Services                                  |
| \$0    |                  | Overtime  |
| \$300  |                  | Salaries  |
| Amount | Expenditures     |   |

### 12.2 Human Resources

| 0.003                     | Total                            |
|---------------------------|----------------------------------|
| 0.000                     | Students                         |
| 0.000                     | Consultants and agency personnel |
| 0.000                     | Regional staff                   |
| 0.000                     | Part-time and casual employees   |
| 0.003                     | Full-time employees              |
| Privacy Activities        | Resources                        |
| Person Years Dedicated to |                                  |

Note: Enter values to three decimal places.