



Canada Council
for the Arts

Conseil des arts
du Canada

Canada Council for the Arts

Administration of the
Privacy Act

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Introduction

The *Privacy Act*, (the *Act*) extends the present laws of Canada that protect the privacy of individuals with respect to personal information about themselves held by a government institution and to provide individuals with a right of access to that information.

The *Act* protects an individual's privacy by preventing others from having unlawful access to personal information as well as permits an individual specific rights regarding the collection, use and disclosure of this information. The *Act* applies to all of the personal information that the federal government collects, uses and discloses—be it about individuals or federal employees. The *Act* relates to an individual's right to access and correct personal information the Government of Canada holds about them or the Government's collection, use and disclosure of their personal information in the course of providing services.

The Canada Council is committed to protecting the privacy of individuals with respect to the personal information that is under its control by limiting its interventions into the private lives of Canadians to lawful and necessary purposes, and ensuring privacy protection.

The *Act* requires the head of every federal government institution to submit an annual report to Parliament on the administration of the *Act* following the close of each fiscal year. This annual report is prepared and is being tabled before each House of Parliament in accordance with section 72 of the *Act*. This report summarizes how the Canada Council has fulfilled its privacy responsibilities during the fiscal year 2018-19.

Mandate of the Canada Council for the Arts

The Canada Council for the Arts is Canada's public arts funder, with a mandate "to foster and promote the study and enjoyment of, and the production of works in, the arts."

The Council champions and invests in artistic excellence through a broad range of grants, services, prizes and payments to professional Canadian artists and arts organizations. Its work ensures that excellent, vibrant and diverse art and literature engages Canadians, enriches their communities and reaches markets around the world.

The Council also raises public awareness and appreciation of the arts through its communications, research and arts promotion activities. It is responsible for the Canadian Commission for UNESCO which promotes the values and programs of UNESCO in Canada to contribute to a more peaceful, equitable and sustainable future. The Canada Council Art Bank operates art rental programs and helps further public engagement with contemporary arts.

The Council is governed by an 11-member Board. Members of the Board and the Director/CEO are appointed by the Governor in Council. The Council works closely with federal, provincial, territorial and municipal arts and cultural agencies and departments.

A federal Crown corporation created through an Act of Parliament in 1957, the Council reports to Parliament through the Minister of Canadian Heritage. It receives funding from Parliament and its annual budget is supplemented by endowment income, donations and bequests.

For more information about the Canada Council, visit www.canadacouncil.ca.

Organizational Structure

The Canada Council is organized to fulfill its *Access to Information Act* responsibilities as follows:

Director and CEO	... is responsible for the effective, well-coordinated, and proactive management of the Privacy Act and Privacy Regulations within the Canada Council and takes responsibility for decisions made in this regard.
Chief of Staff and Corporate Secretary	... holds full delegation authority under the Act and is responsible, on behalf of the Director and CEO, for ensuring compliance with the Act, Privacy Regulations and policy instruments. The Chief of Staff and Corporate Secretary is supported by the Governance and Project Officer in the administration of the Act.
Governance and Project Officer	... holds full delegation authority under the Act and is responsible, with the guidance and oversight of the Chief of Staff and Corporate Secretary, for ensuring compliance with the Act, Privacy Regulations and policy instruments.
Access to Information and Privacy (ATIP) Coordinator	... holds full delegation authority under the Act and is responsible, with the guidance and oversight of the Governance and Project Officer, for ensuring compliance with the Act, Privacy Regulations and policy instruments, and providing guidance and training as required.

The ATIP Coordinator coordinates responses to all privacy and access to information requests, and is also responsible for responding to Parliamentary Returns for the Canada Council. The work ranges from processing access to information requests to carrying out consultations with government institutions or third parties, and responding to calls and informal or “re-releases” requests for information, contributing to Info Source, preparing the annual report to Parliament and collecting statistics, and providing ATIP training of Canada Council employees.

This Office provides advice to Canada Council employees as they fulfill their obligations under the *Access to Information Act* and the *Privacy Act*.

Delegation Order

The head of the institution may decide to delegate specific powers, duties and functions of the administration of the *Privacy Act*.

See Appendix B for information on designation and delegation.

Highlights of the Statistical Report, 2018-19

The statistical report is an accounting of Canada Council activities related to the administration of the *Privacy Act*. It is intended to provide current statistics and express trends on the administration of the legislation.

The Canada Council’s 2018-19 statistical report on the *Privacy Act*, from which the data is derived, is provided in *Appendix A*.

30 Privacy requests received

This is a 1% increase from the previous year.

23 released electronically

6 requests carried forward into 2019-20

0 requests for translation

1 outstanding request from previous reporting period

Previous Years

2017-18	27
2016-17	26
2015-16	13

Appendix A: Part 1; Part 2: 2.4; 2.7

The results of the 2018-19 reporting period are slightly higher (30 requests) than the four year average of 24 requests. In total, 6 requests are carried forward into 2019-20.

The primary requesters of information under the *Privacy Act* are applicants to Canada Council's Killam Research Fellowships and Killam Prizes, seeking access to the written assessments of their applications.

The Canada Council's peer assessment process is the cornerstone of the Canada Council's funding decisions. Individual assessors with specialized expertise support and complement the work of peer assessment committees. (Source: [How We Make Funding Decisions](#))

Generally, privacy requests are carried forward due, in part, to the timing of the Killam Fellowships and Prizes decisions which occurs towards the end of each reporting period.

Disposition and Completion Time

In 2018-19, a total of 24 requests were closed, with information disclosed in accordance with the provisions of the legislation following the necessary consultations, exemptions and/or exclusions prior to release.

24 Requests closed during the reporting period

20 responses were released in 15 days or less
3 responses were released in 16 to 30 days
1 no records exist

282 pages disclosed in part
288 pages processed *

* This value includes all pages submitted and processed, not only pages directly relevant to the request.

100% on-time compliance *

0 extensions* were taken

*Extensions must be in accordance with sub-paragraphs 15(a)(ii) and 15(b)

Previous Years

2017-18	100%
2017-16	100%
2015-16	93%

Appendix A: Part 1; Part 2: 2.1; 2.5.1; 2.5.2; 2.6; 2.6.1; 2.6.2; 5.1

	Previous Years						
	ALL DISCLOSED	DISCLOSED IN PART	ALL EXEMPTED	ALL EXCLUDED	NO RECORDS EXIST	REQUEST TRANSFERRED	REQUEST ABANDONED
2017-18	2 (4%)	24 (92%)	0 (0%)	0 (0%)	1 (4%)	0 (0%)	0 (0%)
2016-17	1 (4%)	24 (92%)	0 (0%)	0 (0%)	1 (4%)	0 (0%)	0 (0%)
2015-16	0 (0%)	12 (77%)	0 (0%)	0 (0%)	1 (23%)	0 (0%)	0 (0%)

Appendix A: Part 2: 2.1

The four year average is consistent for disposition of requests, including the volume of requests with only a minor fluctuation in 2015-16.

All responsive records were less than 100 pages per request. No consultations or extensions were undertaken in the processing requests, and no legal advice was considered necessary in order to respond to these requests. All information was provided electronically to each requester.

Exemptions

1 Exemption was applied 23 times

26 Personal Information - Information about another individual
The head of a government institution may refuse to disclose any personal information requested under subsection 12(1) about an individual other than the individual who made the request, and shall refuse to disclose such information where the disclosure is prohibited under section 8.

Previous Years	
2017-18	24
2016-17	24

Appendix A: Part 2: 2.2; 2.5.3

Responsive records, generally external assessments, contain personal information about another individual, the assessor, that is blended or intermixed with the personal information of the requester and is subject to section 26 of the *Act*. External assessment documentation is designed to help peer assessors make informed recommendations.

Exclusions

The Canada Council did not employ any exclusion to information as described in sections 69 and 70 of the *Act*.

Appendix A: Part 2: 2.3

Consultations and Cabinet Confidences

During this period, no consultations were received from other Government of Canada institutions or other organizations involving Canada Council records or issues under the *Privacy Act*.

Appendix A: Part 6: 6.1; 6.2; 6.3

The Canada Council did not receive consultations for Cabinet Confidences, and did not engage legal services or interact with Privy Council for Privacy requests.

Appendix A: Part 7: 7.1; 7.2

Training and Awareness

During 2018-19, the ATIP office offered 5 ATIP training sessions in June, July, October and November to the Canada Council's Arts Granting Programs and Prizes section employees following the launch of the New Funding Model and Arts Tracking System (ATS) portal and processes. In total 139 managers, program assistants, and program officers attended the sessions. The ATIP office provided advice concerning privacy and contributed several written briefs to the Arts Granting Programs newsletter as a result.

The ATIP office continues to act as a source of expertise for Canada Council employees, providing advice and guidance on the provisions of the legislation. The Office was consulted regularly on the disclosure and collection of data, and provided advice to ensure transparency and compliance with the legislation. This included advice on information management and security of information.

Policies, Guidelines, Procedures and Initiatives

During this reporting period the ATIP office provided advice for the collection, use and disclosure practices of personal information under the following conditions:

1. Voluntary self-identification;
2. New Funding Model portal and Arts Tracking System (ATS);
3. Procurement contracting confidentiality clauses;
4. Data collection and surveys.

The ATIP office initiated a new Privacy Impact Assessment (PIA) template designed to ensure that privacy implications will be appropriately identified, assessed and resolved before a new or substantially modified program or activity involving personal information is implemented. The PIA is the component of risk management that focuses on ensuring compliance with the *Privacy Act*.

Summary of Key Issues and Actions Taken on Complaints or Audits

As at March 31, 2018, no audit, complaint, investigation, or appeal was brought to the attention of the Canada Council in relation to the processing and outcome of requests or corrections of personal information.

Appendix A: Part 7; Part 8

Monitoring Compliance

The ATIP Coordinator consults with the delegated authorities on the status of requests and corrections of personal information. In addition, the *Privacy Act* Annual Report is reviewed by Executive Management Committee. ATIP case management software assists in the monitoring, processing and reporting on requests or corrections of personal information.

The Canada Council has not received requests for corrections or notations to personal information. This is in part due to the New Funding Model Portal which enables individuals to enter their information and make corrections.

Disposition for correction of personal information and notations

Fiscal Year	Notation attached	Requests for correction accepted
2018–19	0	0
2017–18	1	0
2016–17	0	6

Appendix A: Part 4

Material Privacy Breaches

No privacy breaches occurred or were reported during this reporting period. The Canada Council is committed to protecting the privacy of individuals with respect to the personal information that is under its control and recognizes this is an essential element in maintaining public trust.

Privacy Impact Assessments

One summary Privacy Impact Assessment (PIA) was prepared for the *Collecting Demographic Data: Pilot Survey* activity and the assessment posted to the Canada Council web advising the public that there is no collection of personal information and that any information is managed securely.

In the previous reporting period, the New Funding Model and Arts Tracking System (ATS) portal and process was completed, and feedback was received from the Office of the Privacy Commissioner in 2018-19.

Information concerning Privacy Impact Assessments is located on the Canada Council's [Privacy Impact Assessment Summaries](#) web page.

Appendix A: Part 9

Public Interest Disclosures

In 2018-19 there were no disclosures of personal information pursuant to section 8(2) or 8(5) of the *Privacy Act* where personal information may be disclosed.

Appendix A: Part 3

Information Holdings

Info Source: Sources of Federal Government and Employee Information provides information about the functions, programs, activities and related information holdings of government institutions subject to the *Access to Information Act* and the *Privacy Act*. It provides individuals and employees of the government (current and former) with relevant information to access personal information about them held by government institutions subject to the *Act* and to exercise their rights under the *Privacy Act*.

To meet its Privacy reporting obligations on the administration of the *Privacy Act*, the Canada Council, in this reporting period, prepared and submitted, according to requirements:

- [Annual reports](#) to Parliament;
- Annual statistical reports;
- Annual review and update of its *Info Source chapter*.

Appendix A: Statistical Report on the *Privacy Act*



Statistical Report on the *Privacy Act*

Name of institution: Canada Council for the Arts

Reporting period: 2018-04-01 to 2019-03-31

Part 1: Requests Under the *Privacy Act*

	Number of Requests
Received during reporting period	29
Outstanding from previous reporting period	1
Total	30
Closed during reporting period	24
Carried over to next reporting period	6

Part 2: Requests Closed During the Reporting Period

2.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
All disclosed	0	0	0	0	0	0	0	0
Disclosed in part	20	3	0	0	0	0	0	23
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	1	0	0	0	0	0	0	1
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	21	3	0	0	0	0	0	24

2.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of 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	23
19(1)(f)	0	22.1	0	27	0
20	0	22.2	0	28	0
21	0	22.3	0		

2.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
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

2.4 Format of information released

Disposition	Paper	Electronic	Other formats
All disclosed	0	0	0
Disclosed in part	0	23	0
Total	0	23	0

2.5 Complexity

2.5.1 Relevant pages processed and disclosed

Disposition of Requests	Number of Pages Processed	Number of Pages Disclosed	Number of Requests
All disclosed	0	0	0
Disclosed in part	288	282	23
All exempted	0	0	0
All excluded	0	0	0
Request abandoned	0	0	0
Neither confirmed nor denied	0	0	0
Total	288	282	23

Privacy Act	
Section	Number of requests
22.4 National Security and Intelligence Committee	0
27.1 Patent or Trademark privilege	0

2.5.2 Relevant pages processed and disclosed by size of requests

Disposition	Less Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
All disclosed	0	0	0	0	0	0	0	0	0	0
Disclosed in part	23	282	0	0	0	0	0	0	0	0
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Total	23	282	0	0	0	0	0	0	0	0

2.5.3 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Interwoven Information	Other	Total
All disclosed	0	0	0	0	0
Disclosed in part	0	0	0	0	0
All exempted	0	0	0	0	0
All excluded	0	0	0	0	0
Request abandoned	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0
Total	0	0	0	0	0

2.6 Deemed refusals

2.6.1 Reasons for not meeting statutory deadline

Number of Requests Closed Past the Statutory Deadline	Principal Reason			
	Workload	External Consultation	Internal Consultation	Other
0	0	0	0	0

2.6.2 Number of days past deadline

Number of Days Past Deadline	Number of Requests Past Deadline Where No Extension Was Taken	Number of Requests Past Deadline Where An Extension Was Taken	Total
1 to 15 days	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	0	0	0

2.7 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
Total	0	0	0

Part 3: Disclosures Under Subsections 8(2) and 8(5)

Paragraph 8(2)(e)	Paragraph 8(2)(m)	Subsection 8(5)	Total
0	0	0	0

Part 4: Requests for Correction of Personal Information and Notations

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

Part 5: Extensions

5.1 Reasons for extensions and disposition of requests

Disposition of Requests Where an Extension Was Taken	15(a)(i) Interference With Operations	15(a)(ii) Consultation		15(b) Translation or Conversion
		Section 70	Other	
All disclosed	0	0	0	0
Disclosed in part	0	0	0	0
All exempted	0	0	0	0
All excluded	0	0	0	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
Total	0	0	0	0

5.2 Length of extensions

Length of Extensions	15(a)(i) Interference with operations	15(a)(ii) Consultation		15(b) Translation purposes
		Section 70	Other	
1 to 15 days	0	0	0	0
16 to 30 days	0	0	0	0
Total	0	0	0	0

Part 6: Consultations Received From Other Institutions and Organizations

6.1 Consultations received from other Government of Canada institutions and other organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	0	0	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	0	0	0	0
Closed during the reporting period	0	0	0	0
Pending at the end of the reporting period	0	0	0	0

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

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
All disclosed	0	0	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0	0	0
All exempted	0	0	0	0	0	0	0	0
All excluded	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

6.3 Recommendations and completion time for consultations received from other organizations

Recommendation	Number of days required to complete consultation requests							
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
All disclosed	0	0	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0	0	0
All exempted	0	0	0	0	0	0	0	0
All excluded	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

Part 7: Completion Time of Consultations on Cabinet Confidences

7.1 Requests with Legal Services

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

7.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Part 8: Complaints and Investigations Notices Received

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

Part 9: Privacy Impact Assessments (PIAs)

Number of PIA(s) completed	2
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Part 10: Resources Related to the *Privacy Act*

10.1 Costs

Expenditures		Amount
Salaries		\$54,000
Overtime		\$0
Goods and Services		\$12,528
• Professional services contracts	\$970	
• Other	\$11,558	
Total		\$66,528

10.2 Human Resources

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	0.65
Part-time and casual employees	0.00
Regional staff	0.00
Consultants and agency personnel	0.02
Students	0.00
Total	0.67

Note: Enter values to two decimal places.

Appendix B: Delegation Order



**Access to Information Act
and
Privacy Act
Designation Order**

The Director and CEO of the Canada Council for the Arts, pursuant to section 73 of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the Director and CEO as the head of Canada Council for the Arts, under the provisions of the Act and related regulations set out in the schedule opposite each position.

This designation replaces all previous delegation orders.

**Arrêté sur la délégation en vertu de la
Loi sur l'accès à l'information
et
la Loi sur la protection des renseignements
personnels**

En vertu de l'article 73 de la *Loi sur l'accès à l'information* et de l'article 73 de la *Loi sur la protection des renseignements personnels*, le directeur et chef de la direction du Conseil des arts du Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire lesdits postes, les attributions dont le directeur et chef de la direction est, en qualité de responsable du Conseil des arts du Canada, investi par les dispositions de la Loi ou de son règlement mentionnées en regard de chaque poste.

Le présent document remplace et annule tout arrêté antérieur.

3-4-2018

Date



Director and CEO / Directeur et chef de la direction

Privacy Act Delegation		Position/Title*		
HEAD OF THE INSTITUTION:		DIRECTOR & CEO		
Section	Description	Chief of Staff and Corporate Secretary	Governance and Project Officer	ATIP Coordinator
8(2)(j)	Disclosure for research and statistical purposes	✓	✓	✓
8(2)(m)	Disclose personal information in the public interest or in the interest of the individual	✓	✓	✓
8(4)	Copies of requests under 8(2)(e) to be retained	✓	✓	✓
8(5)	Notice of disclosure under paragraph 8(2)(m)	✓	✓	✓
9(1)	Record of disclosures	✓	✓	✓
9(4)	Consistent uses	✓	✓	✓
10	Personal information banks	✓	✓	✓
11(a)	Publish annually an index of all personal information banks and their respective contents	✓	✓	✓
11(b)	Publish annually an index of all personal information held by the institution which is not part of a bank	✓	✓	✓
14(a)	Notice where access requested	✓	✓	✓
14(b)	Giving access to the record	✓	✓	✓
15	Extension of time limits	✓	✓	✓
16	Access refused	✓	✓	✓
17(2)(b)	Language of access	✓	✓	✓
17(3)(b)	Access in an alternate format	✓	✓	✓
Exemption Provisions of the Privacy Act				
18(2)	Exempt banks – Disclosure may be refused	✓	✓	✓
19	Exemption – Personal information obtained in confidence	✓	✓	✓
20	Exemption – Federal-provincial affairs	✓	✓	✓
21	Exemption – International affairs and defence	✓	✓	✓
22	Exemption – Law enforcement and investigation	✓	✓	✓
22.3	Exemption – <i>Public Servants Disclosure Protection Act</i>	✓	✓	✓
23	Exemption – security clearances	✓	✓	✓
24	Exemption – individuals sentenced for an offence	✓	✓	✓
25	Exemption – safety of individuals	✓	✓	✓
26	Exemption – information about another individual	✓	✓	✓
27	Exemption – solicitor-client privilege	✓	✓	✓
28	Exemption – medical record	✓	✓	✓
Other Provisions of the Privacy Act				
31	Receive notice of investigation by the Privacy Commissioner	✓	✓	✓
33(2)	Right to make representation	✓	✓	✓
35(1)(b)	Notice of actions to implement recommendations of Commissioner	✓	✓	✓
35(4)	Access to be given	✓	✓	✓

36(3)	Report of findings of investigation (exempt bank)	✓	✓	✓
37(3)	Report of findings and recommendations (compliance review)	✓	✓	✓
47	Burden of proof	✓	✓	✓
51(2)(b)	Special rules for hearings	✓	✓	✓
51(3)	Ex parte representations	✓	✓	✓
70	Cabinet confidences	✓	✓	✓
72(1)	Report to Parliament	✓	✓	✓
Privacy Regulations				
7	Retention for specific time	✓	✓	✓
9	Reasonable facilities and time provided to examine personal information	✓	✓	✓
11(2)	Notifications that correction of personal information has been made	✓	✓	✓
11(4)	Notification of refusal to correct personal information	✓	✓	✓
13(1)	Disclosure of personal information relating to medical information to physical or mental health to qualified practitioner or psychologist for an opinion on whether to release information to the requester	✓	✓	✓
14	Disclosure of personal information relating to physical or mental health may be made to a requester in the presence of a qualified medical practitioner or psychologist	✓	✓	✓

* Includes acting appointments and assignments to these positions made pursuant to the *Public Service Employment Act* and regulations.

✓ position designated to exercise the powers and perform the duties and functions of the Head of the Institution under the section(s) of the Act.

References

<i>Access to Information and Privacy Requests</i>	http://canadacouncil.ca/about/public-accountability/access-to-information-and-privacy-acts
<i>Privacy Protection, Policy on</i>	http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=12510
<i>Privacy Practices, Directive on</i>	http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=18309
<i>Info Source</i>	http://canadacouncil.ca/about/public-accountability/info-source
<i>Information about programs and information holdings</i>	https://www.canada.ca/en/treasury-board-secretariat/services/access-information-privacy/access-information/information-about-programs-information-holdings.html