



# 2018-19

ANNUAL REPORT ON THE  
*PRIVACY ACT*





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## CONTENTS

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## Page

### **PREFACE AND PURPOSE**

**1**

### **ABOUT THE ORGANIZATION**

**2**

- ▶ Departmental Mandate
- ▶ Access to Information and Privacy Services
- ▶ Delegation of Authority
- ▶ Policies, Procedures and Business Practices
- ▶ Training and Outreach

### **PRIVACY – TRENDS AND STATISTICS**

**5**

- ▶ Statistical Report – Interpretation and Analysis
- ▶ Complaints, Audits, Investigations and Appeals

### **APPENDICES**

Appendix A – Statistical Report on the *Privacy Act*

**10**

Appendix B – Delegation of Authority

**19**



## **PREFACE AND PURPOSE**

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The *Privacy Act* (Revised Statutes of Canada, Chapter A-1, 1985) was proclaimed on July 1, 1983.

The purpose of the *Privacy Act* "is to extend 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 law also protects an individual's privacy by preventing others from having access to that personal information and allows an individual specific rights concerning the collection and use of his/her information.

Section 72 of the *Privacy Act* requires that the head of every government institution prepare for submission to Parliament an annual report on the administration of this Act within the institution during each financial year.

This annual report is tabled in Parliament in accordance with section 72 of the *Privacy Act* and describes how Innovation, Science and Economic Development Canada administered its responsibilities for the reporting period.



## **ABOUT THE ORGANIZATION**

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### **Departmental Mandate**

Innovation, Science and Economic Development Canada (ISED) helps Canadian businesses grow, innovate and export so that they can create good quality jobs and wealth for Canadians. It also supports science research and the integration of scientific considerations into investment and policy choices. The Department helps small businesses grow through trade and innovation and promotes increased tourism in Canada. The Department also works to position Canada as a global centre for innovation where investments support clean and inclusive growth, the middle class prospers through more job opportunities and companies become global leaders.

ISED's efforts focus on improving conditions for investment, supporting science, helping small and medium-sized businesses grow, building capacity for clean and sustainable technologies and processes, increasing Canada's share of global trade, promoting tourism, and building an efficient and competitive marketplace.

ISED works with Canadians in all areas of the economy and in all parts of the country to improve conditions for investment, to enhance Canada's innovation performance, increase Canada's share of global trade, and build a fair, efficient and competitive marketplace.

ISED supports four Ministers:

- The Minister of Innovation, Science and Industry;
- The Minister of Economic Development and Official Languages;
- The Minister of Small Business, Export Promotion and International Trade;  
and
- The Minister for Women and Gender Equality and Rural Economic Development

The Department also supports one Deputy Minister and one Associate Deputy Minister.

For more information on the Department's organizational mandate letter commitments, see the [ministers' mandate letters](#).



## **Access to Information and Privacy Services**

Access to Information and Privacy (ATIP) Services is part of the Office of the Corporate Secretary (OCS) of ISED. The team has a complement of 16 employees consisting of one director, two managers and 13 advisors, all of whom are dedicated to processing Access to Information and Privacy requests, as well as related functions (e.g.: policy and outreach). With the significant increase in business since 2015-2016 (92%), the team was allocated temporary funding for five (5) additional resources (PM2 to PM4). The team is also supported by three students, who were hired to perform various administrative activities.

Recruitment is ongoing due to a high turn-over (more than 25% in 2018-19) of full-time, qualified employees.

ATIP Services is responsible for the implementation and management of programs and services relating to the administration of the *Access to Information Act* and *Privacy Act* for the Department. Specifically, ATIP Services makes decisions on the disposition of access and privacy requests; promotes awareness of the legislation to ensure departmental responsiveness to statutory obligations; monitors and advises on departmental compliance with the Acts, regulations, procedures and policies; and acts as the spokesperson for ISED when dealing with the Treasury Board Secretariat, the Information Commissioner, the Privacy Commissioner, and other government departments and agencies. ATIP Services is also responsible for consulting with other federal departments and third parties with respect to ATIP requests received.

## **Delegation of Authority**

The current ATIP Delegation Order was approved in June 2016. Pursuant to section 73 of the Acts, the Minister has delegated full authority to the Corporate Secretary, the Director and the Managers of ATIP Services. The designation of the Corporate Secretary position is for the purposes of providing strategic support and advice to the executive management of the department concerning ATIP issues, if and when required. For all daily ATIP activities and operations, the Director and the Managers of ATIP Services exercise full responsibility (see Appendix B).

The Director of ATIP Services is responsible for the development, coordination and implementation of effective policies, guidelines and procedures to manage ISED's compliance with the Acts. The administration of the legislation within the department is managed by ATIP Services, but is also facilitated at the



sector, branch and regional office levels. Each sector and corporate branch has an ATIP Liaison Officer (reporting to an Assistant Deputy Minister, Executive Director, etc.) who coordinates activities and provides guidance on the administrative processes and procedures of the Acts. ATIP Services, which is located in Ottawa, responds to all formal requests submitted to the Department under both Acts.

## **ATIP Policies, Procedures and Business Practices**

To improve the administration of the ATIP program, and to ensure that Treasury Board ATIP policies are respected and implemented, ATIP Services regularly develops and updates various internal guidelines, procedures, and business practices.

This year, the team continued implementing measures from past experiences and lessons learned to address a high volume of work. For example, team members further increased efforts in negotiating with applicants, conducted faster consultations with other government departments and third-parties, relied on research and evidence provided by program officials to reduce the amount of consultations overall, ensured timelines at all stages of the process were efficient, and that tracking and reporting mechanisms were effective.

Ongoing communication and collaboration across the department continued to be important to achieve the level of productivity required by the team.

ISED leveraged encryption technology to improve timelines for processing privacy requests, by sending encrypted emails to specific sector officials to retrieve requested information. Responsive information is returned to ATIP Services in encrypted format, or on a secure USB key, depending on volume of documentation. This has improved timeliness of sector responses and reduced the paper burden.

The department now regularly uses Epost Connect™ to transmit responses to applicants electronically in a safe, secure and timely manner. Feedback from our clients who have signed up for this service has been positive.

This year, ATIP Services launched an updated Intranet site, where all departmental employees can access plans, reports, acts, regulations, policies, directives, procedures and checklists in one convenient area. A new Privacy Impact Assessment Policy and User Guide was also developed, and implemented.

ATIP Services continues to maintain its LEAN engineering practices by reviewing



processes and eliminating redundant administrative activities on a continuing basis to ensure a high-level of compliance and performance as well as positive communications with its clients and stakeholders.

ATIP Services also took the lead in preparing the department for the implementation of Bill C-58, the Modernization of the *Access to Information Act*.

## **Training and Outreach**

Enhanced awareness and knowledge of ATIP obligations on the part of departmental officials has shown to improve the quality of responses and the Department's rate of compliance with legal obligations.

Even with the increased volume of business, the team managed to deliver 26 awareness/training sessions to departmental employees as compared to the ten provided in the previous year. In total, 441 employees received training, a significant increase from the previous year (25).

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## **PRIVACY – TRENDS AND STATISTICS**

The department's mandate is focused on Canadian businesses. Departmental programs and initiatives assist in building a more productive, competitive and knowledge-based economy for Canada. As a result, there are few privacy requests or privacy-related issues.

A summarized statistical report on *Privacy Act* requests processed April 1, 2018 to March 31, 2019, is found at Appendix A. An explanation and interpretation of the information contained in the statistical report follows:

### **Statistical Report – Interpretation and Analysis**

#### **Number of requests received and completed**

In 2018-19, the department received 48 requests submitted under the *Privacy Act* as compared to 68 requests received during 2017-18. This represents a 29% decrease from the previous reporting period.

The department carried-forward one request from 2017-18, for a total of 49 requests. Of those 49 requests, 43 were completed.





No Privacy consultation requests were received from other Government of Canada institutions, nor other organizations during the reporting period.

### **Nature of information requested and Trends**

The privacy requests processed involved issues related to staffing exercises (such as rating guides and screening processes), performance information, personal comments and bankruptcy files held by the Office of the Superintendent of Bankruptcy. Some information requests also pertained to various types of administrative investigations, such as harassment and grievances.

These trends remain unchanged from prior years with no significant new trends being noted. Again, ISED sees few privacy requests due to the nature of its mandate.

### **Volume of pages processed**

A total of 5,401 pages were processed during the reporting period, a 21% decrease from the 6,867 pages processed last year. Of these, 5,401 pages, 3,578 pages were released, representing 66% of records processed during the reporting period, compared to 80% in 2017-18.

### **Completion Time**

The 43 completed requests were closed within the following timeframes:

- 21 within 1 to 15 days (49%)
- 15 within 16 to 30 days (35%)
- 5 within 31 to 60 days (12%)
- 2 within 61 to 120 days (4 %)
- 0 within 121-180 days (0%)
- 0 within 181-365 days (0%)
- 0 in more than 365 days (0 %)

Overall, 96% of these requests were completed within 60 days, compared to 85% in 2017-18.

With respect to monitoring the processing time of requests, ATIP Services has continued the following business practices:

- Managers regularly review and monitor the status of privacy requests using the ATIP case management tool (Axcress-1);
- Managers conduct weekly operational meetings with staff to review work plans and establish priorities; and



- Managers report weekly to the Director on requests to be closed as well as on-time compliance.

## Disposition of requests

The disposition of the 43 completed requests is as follows:

- 6 requests disclosed in-full,
- 15 requests disclosed in-part,
- 3 requests where no records existed; and
- 19 requests which were abandoned by their respective applicants.

Six of the 49 requests have been carried over into the 2019-20 reporting period.

No records were provided in response to 22 requests because either the request was abandoned or no records were located during a search. This comprised 51% of the responses, as compared to 62% for the previous reporting period.

## Limits to the right of access – Exemptions and Exclusions

Exemptions pursuant to sections 18 through 28 of the *Privacy Act* can be invoked to withhold information from disclosure. Several exempting provisions can be applied to withhold information in response to one request, and these are reported separately in the statistical report. However, the same exempting provision invoked to withhold information more than once within the same request is reported only once in the statistical report.

The statistics demonstrate that the Department only invoked two exempting provisions throughout the reporting period – sections 22 and 26 of the Act. This reflects the nature of the information held by the Department (i.e., personal information about other individuals contained in staffing files, and administrative investigations carried out under the *Bankruptcy and Insolvency Act*).

The *Privacy Act* does not apply to published material, material available for purchase by the public, or confidences of the Queen's Privy Council for Canada, pursuant to sections 69 and 70 of the Act, respectively. No exclusions were invoked to refuse access to information that was linked to a Cabinet confidence.



## Requests for Correction of Personal Information and Notations

During the reporting period, ISED received one request for a notation to personal information; the request was directed to the appropriate program area for action.

## Levelling of costs and human resources

### ATIP Services

Total salary costs associated with ATIP Services' administration of the *Privacy Act* amounted to \$48,318 for this reporting period. Non-salary costs amounted to \$4,494 for a total cost of \$52,812.

The human resources required to administer the *Privacy Act* amounted to 0.66 full-time equivalents (FTE), as compared to the 0.46 FTEs reported the previous year.

### Department

Administrative costs as reported by program officials across the Department associated with retrieving, reviewing and providing information to ATIP Services amounted to \$3,920. The human resources outside of ATIP Services required to retrieve documents and provide recommendations totaled 0.06 FTEs.

### Total Costs

The overall cost to administer the *Privacy Act* at the department amounted to \$56,732 for the reporting period. Total human resources required to administer the *Privacy Act* for the reporting period was slightly less than 1 FTE (0.7) similar to the previous year (0.6 FTEs).

## Disclosures Under Subsection 8(2)(m)

Subsection 8(2) of the *Privacy Act* provides limited and specific circumstances under which institutions may disclose personal information without an individual's consent. Subsection 8(2)(m) allows institutions to release personal information if either the public interest in disclosure clearly outweighs any invasion of privacy that could result from the disclosure, or if the disclosure would clearly benefit the individual to whom the information relates.

During the reporting period, the department did not disclose any personal information pursuant to paragraph 8(2)(m) of the *Privacy Act*.



## Privacy Impact Assessments Completed During the Year

A Privacy Impact Assessment (PIA) is a process that helps departments and agencies determine whether new information technology systems or proposed initiatives or projects meet privacy management requirements. The PIA is one component of risk management that ensures compliance with the *Privacy Act*; its focus is on assessing the privacy implications of new or substantially modified programs and activities involving personal information.

One privacy impact assessment (PIA) was completed by ISED during the reporting period; a summary of this PIA has been posted online.

## Material Privacy Breaches

A Material Privacy Breach is an inadvertent disclosure of sensitive, personal information, where the disclosure has the potential to cause serious injury to the subject individual.

One material privacy breach occurred during the reporting period, the cause of which was human error. Measures were implemented by program officials to avoid future occurrences.

## Complaints, Audits, Investigations and Appeals

Applicants have the right of complaint pursuant to the Act and may exercise this right at any time during or after the processing of their request.

The department received zero complaints during the reporting period.

The Privacy Commissioner of Canada completed one complaint investigation during the reporting period, concluding that the use and disclosure complaint was well-founded. Two complaints from prior years have yet to be concluded (one respecting use and disclosure and the other, time limits).

No court challenges were received during the reporting period, relating to the *Privacy Act*, nor were any audits relating to the administration of privacy legislation.



## APPENDIX A

### Statistical Report on the *Privacy Act*

**Name of institution:** Innovation, Science and Economic Development

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

#### Part 1: Requests Under the *Privacy Act*

	Number of Requests
Received during reporting period	48
Outstanding from previous reporting period	1
<b>Total</b>	49
Closed during reporting period	43
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	3	3	0	0	0	0	0	6
Disclosed in part	0	8	5	2	0	0	0	15
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	0	3	0	0	0	0	0	3
Request abandoned	18	1	0	0	0	0	0	19
Neither confirmed nor denied	0	0	0	0	0	0	0	0
<b>Total</b>	21	15	5	2	0	0	0	43



## 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)	2	24(b)	0
19(1)(d)	0	22(1)(c)	0	25	0
19(1)(e)	0	22(2)	0	26	11
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	3	3	0
Disclosed in part	1	14	0
<b>Total</b>	<b>4</b>	<b>17</b>	<b>0</b>

## 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	81	63	6
Disclosed in part	5,310	3,515	15
All exempted	0	0	0
All excluded	0	0	0
Request abandoned	10	0	19



Neither confirmed nor denied	0	0	0
<b>Total</b>	5,401	3,578	40

### 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	6	63	0	0	0	0	0	0	0	0
Disclosed in part	6	251	5	825	3	1,463	1	976	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	19	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	31	314	5	825	3	1,463	1	976	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	2	0	2
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
<b>Total</b>	0	0	2	0	2



## 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
4	4	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	2	1	3
16 to 30 days	0	0	0
31 to 60 days	1	0	1
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
<b>Total</b>	3	1	4

## 2.7 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
<b>Total</b>	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	1
Requests for correction accepted	0
<b>Total</b>	1





## 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	2	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
<b>Total</b>	2	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	2	0	0	0
<b>Total</b>	2	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
<b>Total</b>	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
<b>Total</b>	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							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
<b>Total</b>	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
<b>Total</b>	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
<b>Total</b>	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	1
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## Part 10: Resources Related to the *Privacy Act*

### 10.1 Costs

Expenditures		Amount
Salaries		\$ 48,318
Overtime		\$0
Goods and Services		\$ 4,494
• Professional services contracts	\$0	
• Other	\$ 4,494	
<b>Total</b>		<b>\$ 52,812</b>

### 10.2 Human Resources

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	0.66
Part-time and casual employees	0.00
Regional staff	0.00
Consultants and agency personnel	0.00
Students	0.00
<b>Total</b>	<b>0.66</b>



## APPENDIX B

### DELEGATION OF AUTHORITY

**Industry Canada** (to be known as Innovation, Science and Economic Development)

**Industrie Canada** (qui sera connu sous le nom d'Innovation, Sciences et Développement économique)

#### *Access to Information Act and Privacy Act Delegation Order*

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

The Minister of Industry Canada, pursuant to section 73 of the *Access to Information Act* and 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 and functions of the Minister as the head of a government institution, under the section of the Acts set out in the schedule opposite each position. This Delegation Order supersedes all previous Delegation Orders

En vertu de l'article 73 de la *Loi sur l'accès à l'information* et la *Loi sur la protection des renseignements personnels*, le Ministre d'Industrie Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire les-dits postes, les attributions dont il est, en qualité de responsable d'une institution fédérale, investie par les articles des lois mentionnées en regard de chaque poste. Le présent décret de délégation remplace et annule tout décret antérieur

#### Schedule / Annexe

<u>Position / Poste</u>	<i>Access to information Act and Regulations / Loi sur l'accès à l'information et règlements</i>	<i>Privacy Act and Regulations / Loi sur la protection des renseignements personnels et règlements</i>
Corporate Secretary / Secrétaire général	Full authority / Autorité absolue	Full authority / Autorité absolue
Director, Access to Information and Privacy (ATIP) Services / Directeur (trice), Service de l'accès à l'information et à la protection des renseignements personnels (AIPRP)	Full authority / Autorité absolue	Full authority / Autorité absolue



Manager, ATIP Services /  
Gestionnaire, Services de  
l'AIPRP

Full authority / Autorité  
absolue

Full authority / Autorité  
absolue

And / et

Senior Advisor, ATIP  
Services / Conseiller (ère)  
principal(e), Services de  
l'AIPRP

Section / Articles: 7, 8(1), 9,  
11(4)(5), 13, 14, 15, 16, 17,  
18, 19, 20, 21, 22, 23, 24, 25,  
26, 27(1), 68, 69

Section / Articles : 8(1), 14,  
15, 19, 20, 21, 22, 23, 24, 25,  
26, 27, 28, 69, 70

Dated, at the City of Ottawa  
this 10 day of June

, 2016

Daté, en la ville d'Ottawa  
ce 10 jour de juin

2016

THE HONOURABLE NAVDEEP SINGH BAINS  
MINISTER OF INDUSTRY CANADA  
(to be known as Minister of INNOVATION,  
SCIENCE AND ECONOMIC DEVELOPMENT)

MINISTRE D'INDUSTRIE CANADA  
(identifié comme Ministre d'INNOVATION, SCIENCES  
et DÉVELOPPEMENT ÉCONOMIQUE)  
L'HONORABLE NAVDEEP SINGH BAINS