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INTRODUCTION

The *Privacy Act* was proclaimed into force on July 1, 1983. The Act grants Canadian citizens, permanent residents or any person present in Canada a right of access to their personal information that is held by federal government institutions, subject to specific and limited exceptions, and to an independent review of decisions on disclosure.

This Annual Report is prepared and is being tabled before each House of Parliament in accordance with section 72 of the *Privacy Act*.

This Annual Report provides a summary of the management and administration of the *Privacy Act* within the Public Prosecution Service of Canada (PPSC) for the reporting year 2012-2013.

BACKGROUND

The PPSC became subject to the *Privacy Act* when it was established as an independent organization on December 12, 2006. The PPSC was created with the coming into force of the *Director of Public Prosecutions Act*, Part 3 of the *Federal Accountability Act*. The PPSC replaced the former Federal Prosecution Service of the Department of Justice Canada.

MANDATE OF THE PUBLIC PROSECUTION SERVICE OF CANADA

The mandate of the PPSC is set out in the *Director of Public Prosecutions Act*. The Act empowers the Director of Public Prosecutions (DPP) to:

- initiate and conduct federal prosecutions;
- intervene in proceedings that raise a question of public interest that may affect the conduct of prosecutions or related investigations;
- issue guidelines to federal prosecutors;
- advise law enforcement agencies or investigative bodies on general matters relating to prosecutions and on particular investigations that may lead to prosecutions;
- communicate with the media and the public on all matters that involve the initiation and conduct of prosecutions;
- exercise the authority of the Attorney General of Canada in respect of private prosecutions; and
- exercise any other power or carry out any other duty or function assigned by the Attorney General of Canada that is compatible with the office of the Director.

The *Director of Public Prosecutions Act* also empowers the DPP to:

- initiate and conduct prosecutions under the *Canada Elections Act*; and
- act, when requested by the Attorney General of Canada, in matters under the *Extradition Act* and the *Mutual Legal Assistance in Criminal Matters Act*.

With the exception of *Canada Elections Act* matters, the Attorney General of Canada can issue a directive to the DPP about a prosecution or assume conduct of a prosecution, but must do so in writing, and a notice must be published in the *Canada Gazette*. In turn, the DPP must inform the Attorney General of any prosecution or planned intervention that may raise important questions of general interest.

ROLES & RESPONSIBILITIES OF THE PUBLIC PROSECUTION SERVICE OF CANADA

The PPSC prosecutes offences within federal jurisdiction and provides prosecution-related advice to law enforcement agencies across Canada. In total, over 250 federal statutes contain offences that fall under the PPSC's jurisdiction to prosecute. Charges are regularly laid under approximately 60 of those statutes.

The PPSC is not an investigative agency. It conducts a prosecution when a charge of violating federal law has been laid by an investigative or law enforcement agency following an investigation.

In all provinces and territories, except Quebec and New Brunswick, the PPSC is responsible for prosecuting all drug offences under the *Controlled Drugs and Substances Act*, regardless of which police agency investigates the alleged offences. In Quebec and New Brunswick, the PPSC prosecutes only those drug offences that were investigated by the Royal Canadian Mounted Police.

In all provinces and territories, the PPSC prosecutes violations of federal statutes such as the *Income Tax Act*, the *Fisheries Act*, the *Excise Act*, the *Customs Act*, the *Canadian Environmental Protection Act*, and the *Competition Act*, as well as conspiracies and attempts to violate these statutes.

In the three territories, the PPSC is also responsible for prosecuting all *Criminal Code* offences. In the provinces, the PPSC has jurisdiction to prosecute a limited number of *Criminal Code* offences, including those related to terrorism, criminal organizations, money laundering, proceeds of crime and fraud. Under arrangements with the provinces, the PPSC may also prosecute *Criminal Code* offences that are otherwise within provincial jurisdiction when the accused also faces drug-related charges.

ACCESS TO INFORMATION AND PRIVACY (ATIP) OFFICE

The ATIP Office is the focal point for the application of access to information and privacy legislation at the PPSC. The mandate of the ATIP Office is to implement and administer the *Access to Information Act* and the *Privacy Act*. The ATIP Office deals directly with the public in relation to access to information and privacy requests and, in collaboration with the Offices of Primary Interest (OPIs), serves as the centre of ATIP expertise in enabling the PPSC to meet its statutory obligations under these Acts.

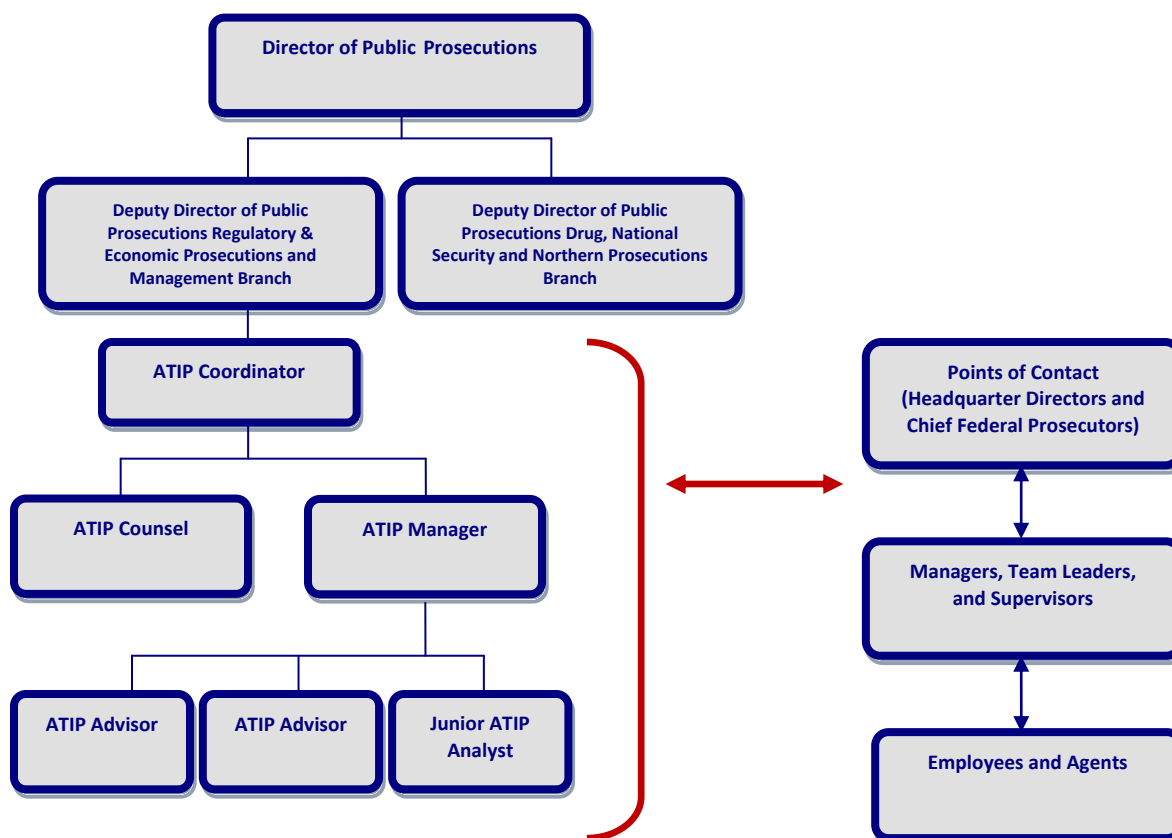
The ATIP Office undertakes the responsibility of the administration of the *Privacy Act* by:

- processing requests for information submitted under the Act in accordance with legislation, regulations and Treasury Board of Canada Secretariat (TBS) policies, directives and guidelines;
- responding to consultations submitted by other federal institutions on PPSC records being considered for release;
- responding to requests received from other federal institutions for the review of solicitor-client privilege in records related to criminal proceedings in which the PPSC is involved;
- developing and providing guidance to PPSC managers and staff regarding the interpretation and application of the Act and other related TBS policies and guidelines;
- reviewing PPSC policies, procedures and agreements to ensure that they are in compliance with the provisions of the Act and making recommendations for amendments;
- monitoring and advising on the organization's compliance with the Act, regulations, procedures and policies;
- acting as the point of contact for the PPSC in dealings with the TBS, the Office of the Privacy Commissioner of Canada, and other government departments and agencies;

- reviewing the organization's documents relevant to proactive disclosure prior to publication on the PPSC's website, such as audits and evaluations, and contracts over \$25,000, in order to ensure that such disclosures do not compromise legal proceedings or contain personal information;
- coordinating the preparation of the PPSC chapter of the federal government's *Info Source* publication;
- preparing the annual report to the TBS and Parliament on the *Privacy Act*; and
- participating in ATIP forums, such as the TBS' ATIP Community meetings, and working groups.

ATIP GOVERNANCE STRUCTURE

The PPSC formalized its ATIP Governance Structure, which outlines the roles and responsibilities of all employees and clarifies how the PPSC meets both its access to information and privacy obligations.



The chart above provides a diagram of the ATIP Office, and the reporting relationships within the PPSC. It should be read in conjunction with the descriptions below.

ATIP Personnel

ATIP Coordinator: The Executive Director and Senior Counsel, Ministerial and External Relations Secretariat, is the PPSC's ATIP Coordinator pursuant to a delegation made by the DPP under the *Access to Information Act* and the *Privacy Act*, and plays an oversight role in relation to the application of the Acts, the regulations, and related policies, directives, and guidelines.

ATIP Counsel: The Counsel, Ministerial and External Relations Secretariat, provides ATIP-related legal advice to the ATIP Coordinator, the ATIP Office, and PPSC managers.

Manager, Access to Information and Privacy (ATIP Manager): The ATIP Manager has direct, daily responsibility for the management of the ATIP Office by coordinating all activities relating to the operation of the *Access to Information Act* and the *Privacy Act* and their regulations, as well as meeting related TBS ATIP policies, directives and guidelines.

ATIP Advisors: The ATIP Advisors are responsible for processing ATIP requests. The Advisors liaise between the requester and the Point(s) of Contact in PPSC Regional Offices and Headquarters.

ATIP Junior Analyst - The ATIP Junior Analyst carries out administrative duties and assists the ATIP Advisors and the ATIP Manager in the processing of ATIP requests. The Junior Analyst also processes low complexity ATIP requests and acts as a liaison between the requester and the Point(s) of Contact in Regional Offices and Headquarters.

Accountability & Shared ATIP Responsibilities

Director of Public Prosecutions - The DPP is the PPSC's "Head of Institution" for the purposes of the *Access to Information Act* and the *Privacy Act*. The DPP has overall responsibility for ensuring that the organization complies with the Acts, the regulations, and related TBS policies, directives and guidelines.

Deputy Director of Public Prosecutions (DDPP) - Regulatory & Economic Prosecutions and Management Branch and the Deputy Director of Public Prosecutions (DDPP) - Drug, National Security & Northern Prosecution Branch: The two DDPPs are responsible for assisting the DPP in fulfilling the PPSC's ATIP obligations to ensure compliance with the ATIP legislation, its regulations, and related TBS and PPSC policies and directives.

Points of Contact: Headquarter Directors and Chief Federal Prosecutors: As the Points of Contact, Headquarter Directors and Chief Federal Prosecutors are responsible for fulfilling their ATIP obligations of their Offices and Regions, issuing ATIP-related instructions to their employees and/or agents, and serving as liaison with the PPSC ATIP Office to ensure compliance with the ATIP legislation, its regulations, and related TBS and PPSC policies and directives.

Managers, Team Leaders, Supervisors, and Agent Supervisors: These individuals are responsible for assisting and issuing instructions to staff in fulfilling ATIP obligations to ensure compliance with the ATIP legislation, its regulations, and related TBS and PPSC policies and directives. They are also required to examine and/or make inquiries into any issues brought to their attention concerning the ATIP legislation.

Employees and Agents: The employees and agents are responsible for fulfilling their duties to ensure compliance with the ATIP legislation, its regulations, and related TBS and PPSC policies and directives. PPSC employees and agents are responsible for ensuring that any records they created are properly managed to facilitate access to that information.

DELEGATED AUTHORITIES

Under section 73 of the *Privacy Act*, the head of a government institution may by order designate one or more officers or employees of that institution to exercise or perform any of the powers, duties or functions of the head of the institution under this Act. The DPP has delegated authority under the Act to the Executive Director and Senior Counsel, Ministerial and External Relations Secretariat, and to the Manager of the Access to Information and Privacy Office.

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
la *Loi sur la protection des renseignements personnels***

The Director of Public Prosecutions, pursuant to section 73 of the <i>Access to Information Act</i> and the <i>Privacy Act</i> , 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 Director as the head of a government institution.	En vertu de l'article 73 de la <i>Loi sur l'accès à l'information</i> et la <i>Loi sur la protection des renseignements personnels</i> , le Directeur des poursuites pénales 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 est investi en qualité de responsable d'une institution fédérale.
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Schedule/Annexe

Position/Poste	<i>Privacy Act and Regulations / Loi sur la protection des renseignements personnels et règlements</i>	<i>Access to Information Act and Regulations / Loi sur l'accès à l'information et règlements</i>
Executive Director and Senior Counsel, Ministerial and External Relations Secretariat / Directeur exécutif et Conseiller principal, Secrétariat des relations ministérielles et externes	Full authority/Autorité absolue	Full authority/Autorité absolue
Manager, ATIP, Access to Information and Privacy Office / Gestionnaire, AIPRP, Bureau de l'accès à l'information et de la protection des renseignements personnels	Full authority/Autorité absolue	Full authority/Autorité absolue

Dated, at the City of Ottawa, this 11 day of January, 2010	Daté, en la ville d'Ottawa, ce 11 jour de janvier 2010
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Brian Saunders
Director of Public Prosecutions
Directeur des poursuites pénales

INTERPRETATION OF THE STATISTICAL REPORT

The following provides interpretation of the summarized statistical information contained in Appendix A of this Annual Report. This report will also compare data from 2012-2013 with data from the previous five reporting periods to identify and examine possible trends.

PART 1 – Requests under the *Privacy Act*

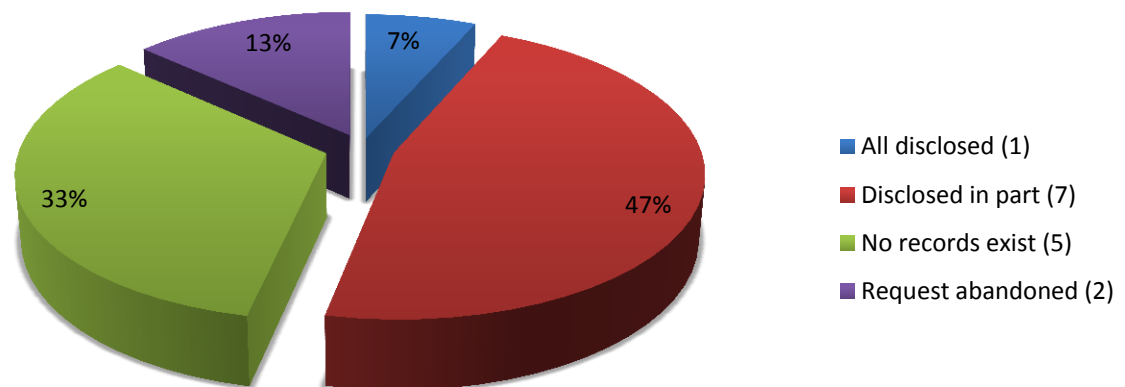
The PPSC received sixteen (16) formal privacy requests during the 2012-2013 reporting period, which represents an increase of 23% from 2011-2012. Two (2) requests were carried over from the previous reporting period.

PART 2 – Requests closed during the reporting period

Disposition of requests completed

Fifteen (15) requests were completed during this reporting period. Three (3) requests were carried over into the 2013-2014 reporting period. The completed requests are categorized as follows:

Percentage of the Disposition of Requests



*No records were all exempted or all excluded during this reporting period.

The requests where access could not be provided fell into the following categories:

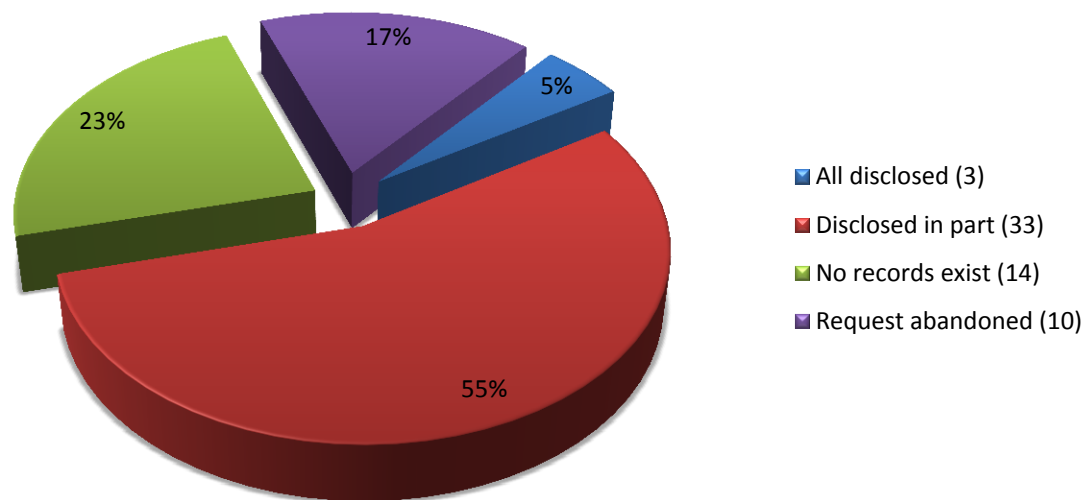
No records exist

Five (5) requests could not be processed as no relevant records existed under the control of the PPSC.

Request abandoned

Two (2) requests were abandoned by the applicants. In both cases, the applicant was asked to provide clarification as the submitted request was found to be either too broad or unclear. The applicants were also advised in writing to contact the ATIP Office within 30 days. In each case, no clarification was received and the request was deemed abandoned.

Percentage of Disposition of Requests over the last Five Reporting Periods



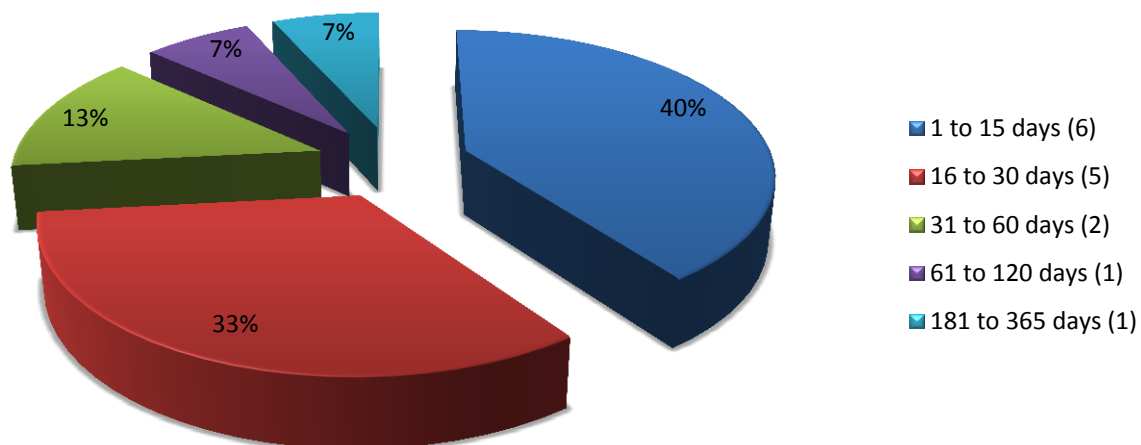
The number of requests where no records exist increased to five (5). This represents an increase of 122% when compared with the average of 2.25 such requests during the previous four reporting periods. These include requests where the PPSC had no information concerning the applicant or the applicant's prosecution. Often in such cases, requesters were redirected to provincial freedom of information offices.

N.B. Prior to the 2011-2012 reporting period, the category "No records Exist" was referred to as "Unable to process" as per Treasury Board Secretariat guidelines.

Completion time

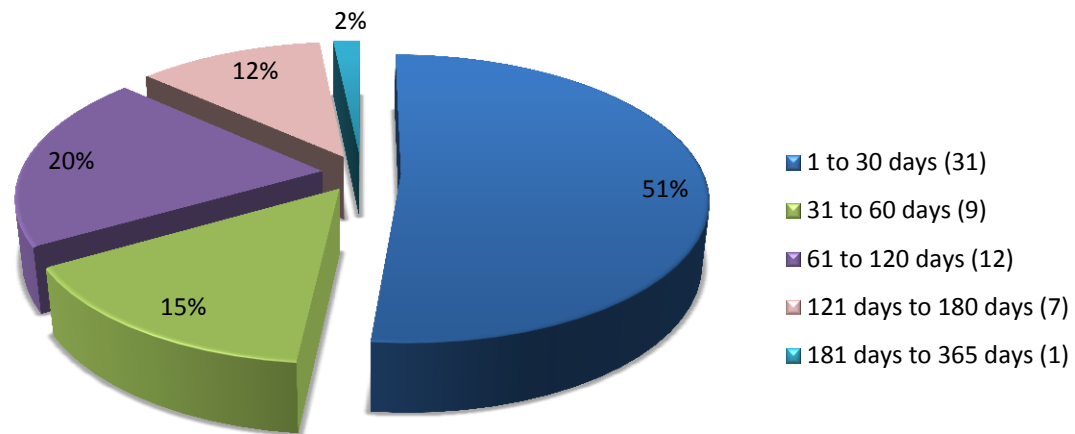
The time required to process the fifteen (15) completed Privacy requests during the 2012-2013 reporting period is summarized below:

Percentage of Requests by the Completion Time



During the 2012-2013 reporting period, 73% of requests were completed within the 30-day statutory deadline. The PPSC required 30-day extensions in three (3) cases; two (2) because meeting the original time limit would have unreasonably interfered with the operations of the PPSC; and one (1) because consultations with another government institution were necessary.

Percentage of Requests by Completion Time over the last Five Reporting Periods

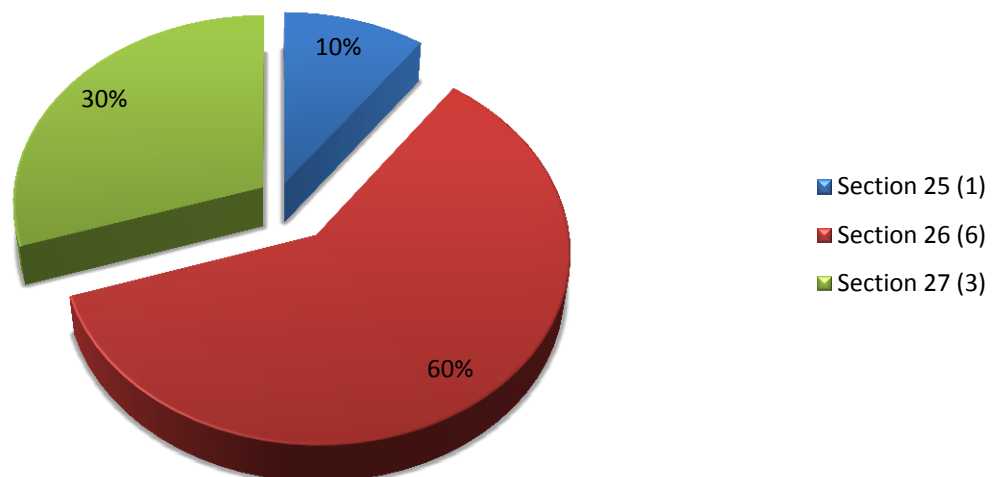


During the last five reporting periods, 52% of Privacy requests were completed within the 30-day statutory deadline.

Exemptions

Section 2.2 of the Statistical Report illustrates the types of exemptions applied by the PPSC in accordance with the Act in the processing of requests during 2012-2013.

Percentage of Exemptions applied



The PPSC invoked three (3) exemptions during 2012-2013, namely sections 25 [Security of Individuals], 26 [Information about another individual], and 27 [Solicitor-client privilege] of the *Privacy Act*.

PPSC files contain a significant amount of personal information, including information about the accused, witnesses, and victims.

Exemptions applied over the last Five Reporting Periods

Due to the mandate of the PPSC, the majority of the information exempted over the last five years was withheld pursuant to sections 26 and 27 of the *Privacy Act*.

Exclusions

The *Privacy Act* does not apply to library or museum material preserved solely for public record, material placed in Library and Archives Canada, or records considered to be confidences of the Queen's Privy Council, pursuant to sections 69 and 70 of the Act respectively.

Since the PPSC's inception, it has not invoked any exclusions under the *Privacy Act*.

Format of information released

Statistics are based solely on those requests for which information was disclosed in its entirety or disclosed only in part. Access to the relevant documents was given for eight (8) requests. Paper copies were provided in all these cases.

Complexity

Due to the nature of the organization's work, processing privacy requests at the PPSC is complex. The mandate of the PPSC is to prosecute offences under federal jurisdiction and to provide advice on prosecution-related matters to investigative agencies. Records of the PPSC often contain information relating to criminal or regulatory investigations or prosecutions as well as the PPSC's work involving other organizations and departments at the federal, provincial or territorial level. The PPSC must consult with these other organizations and carefully consider the legal impact of disclosure of such information.

During the 2012-2013 reporting period, the PPSC sought legal advice once and consulted with another government institution on one occasion.

Deemed refusals

The PPSC was in deemed refusal twice during the last reporting period. In one case, the PPSC took an extension of 30 days, but due to the large volume of records sought the PPSC was unable to complete its processing of the request within 60 days. In an effort to be proactive and as cooperative as possible, the PPSC made numerous interim releases with respect to this case.

Requests for translation

There were no requests for translation from one official language to the other.

PART 3 – Disclosures under subsection 8(2)

Subsection 8(2) of the *Privacy Act* describes the circumstances under which personal information under the control of a government institution may be disclosed without the consent of the individual to whom the information pertains.

The PPSC did not make any disclosures under subsections 8(2)(e) [to an investigative body for the purpose of enforcing any law of Canada or a province or for carrying out a lawful investigation], nor subsection 8(2)(m) [public interest in disclosure clearly outweighs any invasion of privacy] during this reporting period.

PART 4 – Request for correction of personal information and notations

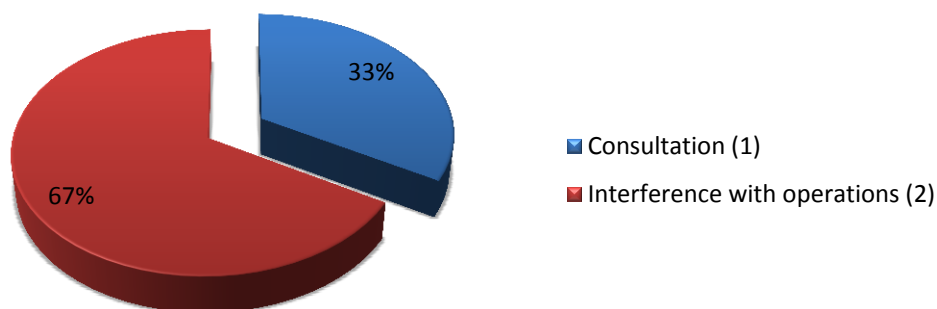
There were no requests for correction of personal information nor were notations required during this reporting period.

PART 5 – Extensions

Reasons for extensions and disposition of requests

Section 15 of the *Privacy Act* allows institutions to extend the 30-day deadline for processing a request if meeting the original time limit would unreasonably interfere with the operations of the government institution or if the institution must consult with other government institutions.

Reasons for Extensions taken by percentage

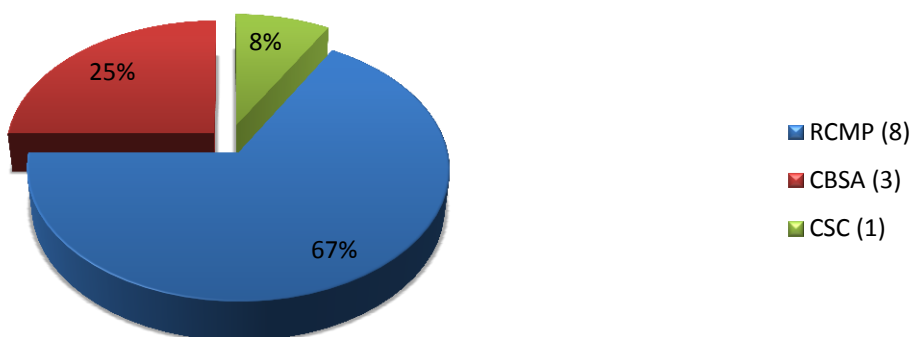


Three (3) extensions of 30 days each were taken during 2012-2013 reporting period. The statutory deadline was extended in two (2) cases on the basis that meeting the original time limit would have unreasonably interfered with the operations of the PPSC. In one case, the 30-day extension was taken to allow for the PPSC to consult with another government institution.

PART 6 – Consultations received from other institutions and organizations

In total, the PPSC received twelve (12) Privacy consultations from other government institutions during the 2012-2013 reporting period.

Percentage of Consultations Received from other Institutions



The majority of consultations were forwarded by the Royal Canadian Mounted Police (RCMP), which accounted for 67% of the consultations and 93% of the pages received. The Canada Border Services Agency (CBSA) and the Correctional Service of Canada (CSC) submitted the other four (4) privacy consultations.

The PPSC recommended full or partial disclosure for 75% of the records received during 2012-2013 reporting period. The other three (3) privacy consultations did not contain PPSC information, and the requester was told where to redirect his request.

PART 7 – Completion time of consultations on Cabinet confidences

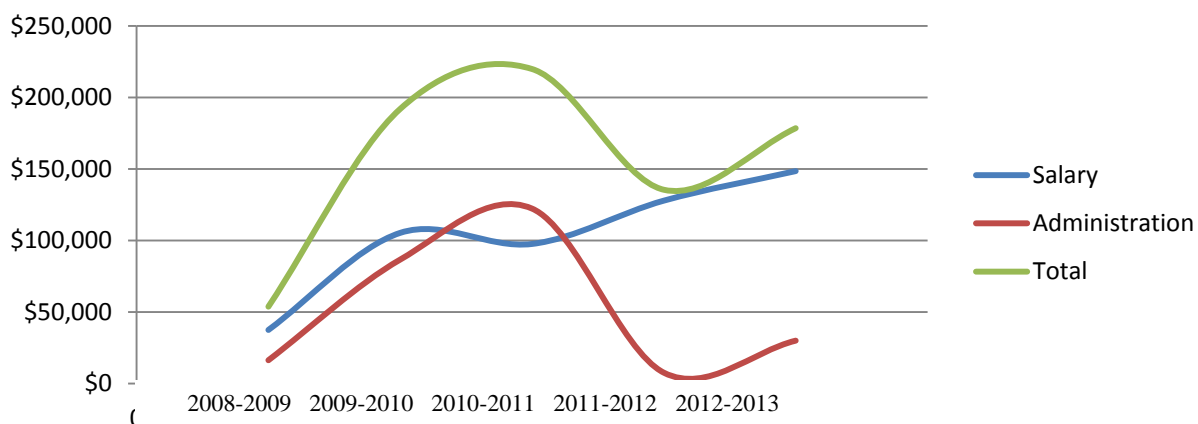
During the 2012-2013 reporting period, the PPSC had no consultations to conduct on Cabinet confidences.

PART 8 – Resources related to the *Privacy Act*

Costs

The PPSC spent a total of \$178,532 administering the *Privacy Act* of which salaries accounted for \$148,530 and Goods and Services accounted for \$2,442. The PPSC tendered a contract for a Privacy Impact Assessment (PIA) costing \$27,560.

Privacy Costs over the last Five Reporting Periods



The cost of the administration of the *Privacy Act* at the PPSC over the last five reporting periods peaked in 2010-2011 and declined slightly in subsequent reporting periods.

Over the last five years, salary costs have steadily increased, reflecting the increased time spent by staff dealing with the administration of the Act, the complexity of the requests received, the development of privacy-related policy, and work related to privacy breaches.

PRIVACY-RELATED TRAINING ACTIVITIES

During this reporting period, a roundtable discussion regarding the PPSC's ATIP processes and employee obligations under the *Access to Information Act* and the *Privacy Act* was conducted with Human Resources and Labour Relations Staff in Ottawa.

The ATIP Office, in partnership with PPSC Security Services and the PPSC Information Management and Technology Directorate, hosted a video conference awareness session with staff from across the country to discuss how privacy and security impact on the PPSC's Business. The session was attended by PPSC officials from all regions of the country.

The PPSC continued to provide informal privacy-related training to employees throughout the year on an *ad hoc* basis.

Since the creation of the PPSC in 2006, the ATIP Office has provided formal training in every region except Quebec and Nunavut.

PRIVACY-RELATED POLICIES, GUIDELINES AND PROCEDURES

During the 2012-2013 reporting period, the PPSC participated in the Treasury Board of Canada Secretariat's pilot project for the proactive online posting of its *Info Source* chapter.

COMPLAINTS AND INVESTIGATIONS

To ensure that government institutions comply with their privacy obligations, and that all requesters are treated fairly and consistently, section 29 and sections 41 to 52 of the *Privacy Act* provide for a review of decisions made under the *Act*. The first level of review is a formal complaint to the Privacy Commissioner of Canada; the second is an application for judicial review to the Federal Court.

During this reporting period, three (3) complaints were filed with the Office of the Privacy Commissioner of Canada (OPC) against the PPSC. The three complaints (for unnecessary extension, delays in response, and improper exemptions) were related to one file. The complaint related to the extension taken by the PPSC was deemed not well founded. The complaint on delays in responding to a request was deemed well-founded, and the investigation into the complaint on the exemptions invoked by the PPSC has not yet been concluded.

FEDERAL COURT REVIEW

During this reporting period, no application for judicial review was filed with the Federal Court pursuant to section 44 of the *Act*.

PRIVACY IMPACT ASSESSMENT

A Privacy Impact Assessment (PIA) is a tool which can help an organization meet its privacy responsibilities with regards to the management of personal information. PIAs are initiated when assessing the privacy implications of new or substantially modified programs and activities involving personal information.

During this reporting period, the PPSC initiated a PIA but as of the end of the 2012-2013 fiscal year the PIA had not yet been completed.

APPENDIX A



Government
of Canada

Gouvernement
du Canada

Statistical Report on the *Privacy Act*

Name of institution: Public Prosecution Service of Canada

Reporting period: 01/04/2012 to 31/03/2013

PART 1 – Requests under the *Privacy Act*

	Number of Requests
Received during reporting period	16
Outstanding from previous reporting period	2
Total	18
Closed during reporting period	15
Carried over to next reporting period	3

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	1	0	0	0	0	0	1
Disclosed in part	0	4	2	0	0	1	0	7
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	4	0	0	1	0	0	0	5
Request abandoned	2	0	0	0	0	0	0	2
Total	6	5	2	1	0	1	0	15

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	1
19(1)(e)	0	22(2)	0	26	6
19(1)(f)	0	22.1	0	27	3
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)(a)	0	70(1)(d)	0
69(1)(b)	0	70(1)(b)	0	70(1)(e)	0
69.1	0	70(1)(c)	0	70(1)(f)	0
				70.1	0

2.4 Format of information released

Disposition	Paper	Electronic	Other formats
All disclosed	1	0	0
Disclosed in part	7	0	0
Total	8	0	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	1	1	1
Disclosed in part	14324	3782	7
All exempted	0	0	0
All excluded	0	0	0
Request abandoned	0	0	2

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	1	1	0	0	0	0	0	0	0	0
Disclosed in part	4	114	1	74	1	34	0	0	1	3560
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Abandoned	2	0	0	0	0	0	0	0	0	0
Total	7	115	1	74	1	34	0	0	1	3560

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	1	1	1	0	3
All exempted	0	0	0	0	0
All excluded	0	0	0	0	0
Abandoned	0	0	0	0	0
Total	1	1	1	0	3

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
2	1	0	0	1

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	1	0	1
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	1	1
More than 365 days	0	0	0
Total	1	1	2

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 subsection 8(2)

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

PART 4 – Requests for correction of personal information and notations

	Number
Requests for correction received	0
Requests for correction accepted	0
Requests for correction refused	0
Notations attached	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	2	0	1	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	2	0	1	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	1	0
Total	2	0	1	0

PART 6 – Consultations received from other institutions and organizations

6.1 Consultations received from other government institutions and organizations

Consultations	Other government institutions	Number of pages to review	Other organizations	Number of pages to review
Received during the reporting period	12	639	0	0
Outstanding from the previous reporting period	1	36	0	0
Total	13	675	0	0
Closed during the reporting period	12	591	0	0
Pending at the end of the reporting period	1	84	0	0

6.2 Recommendations and completion time for consultations received from other government 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	than 365 days	
Disclose entirely	0	0	0	0	0	0	0	0
Disclose in part	2	5	1	1	0	0	0	9
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	1	1	0	1	0	0	0	3
Other	0	0	0	0	0	0	0	0
Total	3	6	1	2	0	0	0	12

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	than 365 days	
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

PART 7 – Completion time of consultations on Cabinet confidences

Number of days	Number of responses received	Number of responses received past deadline
1 to 15	0	0
16 to 30	0	0
31 to 60	0	0
61 to 120	0	0
121 to 180	0	0
181 to 365	0	0
More than 365	0	0
Total	0	0

PART 8 – Resources related to the *Privacy Act*

8.1 Costs

Expenditures		Amount
Salaries		\$148,530
Overtime		\$0
Goods and Services		\$30,002
• Contracts for privacy impact assessments	\$0	
• Professional services contracts	\$27,560	
• Other	\$2,442	
Total		\$178,532

8.2 Human Resources

Resources	Dedicated full-time	Dedicated part-time	Total
Full-time employees	1.50	0.07	1.57
Part-time and casual employees	0.35	0.00	0.35
Regional staff	0.00	0.00	0.00
Consultants and agency personnel	0.00	0.00	0.00
Students	0.00	0.00	0.00
Total	1.85	0.07	1.92

APPENDIX B

Additional Reporting Requirements – *Privacy Act*

The Public Prosecution Service of Canada (PPSC) has initiated **(1)** Privacy Impact Assessments during the 2012-2013 reporting period.

The Public Prosecution Service of Canada (PPSC) has completed no **(0)** Privacy Impact Assessments during the 2012-2013 reporting period.