

# **Canada Hibernia Holding Corporation**

*Privacy Act*

Annual Report to Parliament

April 1, 2022 – March 31, 2023

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## Introduction

The *Privacy Act* (Revised Statutes of Canada, Chapter A-1, 1985) was proclaimed on July 1, 1983. The *Privacy Act* (the “Act”) extends to individuals the right of access to information about themselves held by federal institutions, subject to specific and limited exceptions. The law also protects the individual’s privacy by preventing others from having access to personal information and gives individuals substantial control over its collection and use.

Canada Hibernia Holding Corporation (“CHHC” or the “Corporation”) became subject to the *Privacy Act* on September 1, 2007.

This Annual Report to Parliament on the administration of the *Privacy Act* is prepared and tabled in Parliament in accordance with section 72 of the *Act* and covers the period from April 1, 2022 to March 31, 2023.

The Corporation was established in 1993 under the *Canada Business Corporations Act*, to hold an interest in oil and gas exploration and development.

Canada Hibernia Holding Corporation has a mandate to manage and maximize value of Canada’s working interest in the Hibernia Development Project. The primary objective is to carry out all oil and gas exploration and development activities in the best interests of Canada, operating in a commercial manner, with the goal of maximizing shareholder value.

## Organizational Structure

CHHC reports to the Minister of Finance through its parent company, CDEV, and is managed in Calgary, AB by a small group of professionals with extensive industry experience.

Two full-time CDEV employees are dedicated part-time to Access to Information and Privacy (“ATIP”) activities for CDEV and its subsidiaries, excluding TMC which has its own ATIP Coordinator and staff. The ATIP department consists of the ATIP Coordinator and one analyst. CDEV retains advice from external legal counsel and independent consultants as needed. CDEV currently has one independent ATIP consultant working approximately 0.25 FTEs.

The Corporation is party to management service agreements with CDEV under section 73.1 of the *Privacy Act*.

## Delegation Order

The Delegation of Authority Order (Appendix A) is reviewed annually by the head of the organization. The authority to approve or deny the release of departmental information requested under the *Act* is shared by the Chief Executive Officer and the ATIP Coordinator

## Performance and Highlights of the 2022-2023 Statistical Report

Appendix B provides a summarized statistical report on the requests for personal information received under the *Privacy Act* from April 1, 2022 to March 31, 2023.

The Corporation did not receive any formal requests during the reporting period and none were carried over from the previous fiscal year.

No active requests are outstanding from previous reporting periods.

No active complaints are outstanding from previous reporting periods, and none were received during the current reporting period.

No consultations for other institutions were completed during this reporting period.

Operations were not impacted by COVID-19 during this reporting period.

A Supplementary Statistical Report is included in this report.

### **Training and Awareness**

CDEV management meets regularly with the ATIP office to discuss specific requests and consultations as required. Management are briefed on the status of files and reporting requirements on a regular basis. Summaries of formal and informal ATIP requests as well as consultations and any complaints if any for CDEV and its subsidiaries are presented to the board of directors at least annually.

ATIP training was provided to all staff as well as directors of CDEV and its subsidiaries in June 2023. Two sessions were held, the first being a general information session and the second being an in-depth briefing targeted dominantly at the offices of primary interest. More than 20 employees and directors attended in total.

Informal briefings, and one-on-ones, are scheduled as needed. All staff are informed by email as soon as a new request is received.

### **Policies, Guidelines, Procedures and Initiatives**

CDEV's privacy policy, which applies to CHHC, is reviewed by the board of directors regularly and amended as required. The privacy policy was last reviewed in June 2021.

There were no new and/or revised institution-specific privacy related policies, guidelines, procedures or initiatives implemented in the institution during the reporting period.

### **Initiatives and Projects to Improve Privacy**

In addition to traditional methods of receiving requests such as mail and electronic mail, CDEV uses ATIP Online Management Tools ("AOMT") to receive requests from the public.

CDEV utilizes Access Pro Case Management Redaction software as needed to process requests and apply relevant redactions if and when necessary.

### **Summary of Key Issues and Actions Taken on Complaints or Audits**

No complaints were received and no audits were concluded during the reporting period.

### **Material Privacy Breaches**

There were no material privacy breaches during the reporting period.

**Privacy Impact Assessments**

At March 31, 2023, no required privacy impact assessments have been identified by the Corporation. No privacy impact assessments were completed during the reporting period.

**Public Interest Disclosures**

No public interest disclosure was made under paragraph 8 (2)(m) of the *Privacy Act* in this reporting period.

**Monitoring Compliance**

No monitoring was necessary this period.

Appendix A – Privacy Act Designation Order

**DESIGNATION/ DÉLÉGATION**

*PRIVACY ACT /  
LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS*

**Privacy Act Designation Order**

By this order made pursuant to section 73 of the *Privacy Act*, I hereby authorize those officers and employees of the Canada Development Investment Corporation and subsidiaries (excluding Trans Mountain Corporation) occupying, on an acting basis or otherwise, the positions identified within the attached schedule to perform on my behalf any of the powers, duties, or functions specified therein.

This designation replaces and repeals all previous orders.

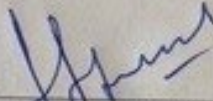
Dated in Vancouver on this 6<sup>th</sup> day of September 2021

**Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels**

Par le présent arrêté pris en vertu de l'article 73 de la *Loi sur la protection des renseignements personnels*, j'autorise les agents et les employés du Corporation de développement des investissements du Canada et les filiales (sauf la Corporation Trans Mountain) occupant, par intérim ou autrement, les postes identifiés dans l'annexe ci-jointe à exercer en mon nom, les attributions, les fonctions et les pouvoirs qui y sont spécifiés.

Le présent document remplace et annule tous les arrêtés antérieurs.

Fait à Vancouver en ce 6<sup>e</sup> jour en septembre 2021

  
\_\_\_\_\_  
Stephen Swaffield

Chairperson - Canada Development Investments Corporation /  
Le Président - Corporation de développement des investissements du Canada

**Schedule 1**Designation Order- *Privacy Act*

| <b>Powers, Duties or Functions</b>  | <b>Section</b> | <b>CEO</b> |
|---|----------------|------------|
| To disclose personal information to an investigative body specified in the regulations, on the written request of the body, for the purpose of enforcing any law of Canada or a province or carrying out a lawful investigation, if the request specifies the purpose and describes the information to be disclosed | 8(2)(e)        | yes        |
| To disclose personal information when public interest outweighs invasion of privacy or when disclosure benefits the individual  | 8(2)(m)        | yes        |

**Schedule 2**Designation Order- *Privacy Act*

|  | <b>Section</b> | <b>CEO</b> | <b>ATIP<br/>Coordinator</b> |
|--|----------------|------------|-----------------------------|
| To disclose personal information when satisfied that the purpose for which the information is disclosed cannot reasonably be accomplished unless the information is provided in a form that identifies the person to whom it relates and to obtain a written undertaking that no subsequent disclosure of the information will be made in a form that could reasonably be expected to identify the individual to whom it relates | 8(2)(j)        | yes        | yes                         |
| To keep copies of requests made under 8(2)(e), keep records of information disclosed pursuant to such requests and make those copies and records available to the Privacy Commissioner   | 8(4)           | yes        | yes                         |
| To notify the Privacy Commissioner in writing of disclosure under paragraph 8(2)(m)  | 8(5)           | yes        | yes                         |
| To retain a record of use of personal information  | 9(1)           | yes        | yes                         |
| To notify the Privacy Commissioner of consistent use of personal information and update index accordingly  | 9(4)           | yes        | yes                         |
| To include personal information in personal information banks  | 10             | yes        | yes                         |
| To give written notice as to whether or not access will be given   | 14(a)          | yes        | yes                         |
| To give access to requester  | 14(b)          | yes        | yes                         |
| To extend time limit and give notice of extension  | 15             | yes        | yes                         |

|  |          |     |     |
|--|----------|-----|-----|
| To determine the necessity for a translation or interpretation of a record     | 17(2)(b) | yes | yes |
| To determine whether a record should be provided in an alternative format      | 17(3)    | yes | yes |
| To refuse to disclose personal information referred to in that section         | 18(2)    | yes | yes |
| To refuse to disclose personal information referred to in that section         | 19(1)    | yes | yes |
| To disclose, with consent, personal information referred to in that subsection | 19(2)    | yes | yes |
| To refuse to disclose personal information referred to in that section         | 20       | yes | yes |
| To refuse to disclose personal information referred to in that section         | 21       | yes | yes |
| To refuse to disclose personal information referred to in that section         | 22       | yes | yes |
| To refuse to disclose personal information referred to in that section         | 22.3     | yes | yes |
| To refuse to disclose personal information referred to in that section         | 23       | yes | yes |
| To refuse to disclose personal information under that section                  | 24       | yes | yes |
| To refuse to disclose personal information under that section                  | 25       | yes | yes |
| To refuse to disclose personal information under that section                  | 26       | yes | yes |
| To refuse to disclose personal information under that section                  | 27       | yes | yes |
| To refuse to disclose personal information under that section                  | 27.1     | yes | yes |
| To refuse to disclose personal information under that section                  | 28       | yes | yes |
| To receive notice of investigation by the Privacy Commissioner                 | 31       | yes | yes |
| To make representations to the Privacy Commissioner                            | 33(2)    | yes | yes |
| To receive the report of findings of the investigation                         | 35(1)    | yes | yes |



|   |          |     |     |
|---|----------|-----|-----|
| and give notice of action taken or proposed to be taken or reasons why no action has been or is proposed to be taken            |          |     |     |
| To provide access to personal information   | 35(4)    | yes | yes |
| To receive the report of findings of the investigation of files in exempt banks   | 36(3)    | yes | yes |
| To receive the report of findings after investigation in respect of personal information  | 37(3)    | yes | yes |
| To request that the matter be heard and determined in the National Capital Region   | 51(2)(b) | yes | yes |
| To request the opportunity to make representations <i>ex parte</i>  | 51(3)    | yes | yes |
| To prepare annual report for submission to Parliament   | 72       | yes | yes |
| Provision of privacy services   | 73.1     | yes | yes |
| To carry out responsibilities conferred on the head of the institution by regulations made under section 77, not included above | 77       | yes | yes |

**Appendix B - Statistical Report on the *Privacy Act***



### Statistical Report on the *Privacy Act*

Name of institution: Canada Hibernia Holding Corporation

Reporting period: 4/1/2022 to 3/31/2023

#### 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                  |
| • Outstanding from previous reporting period      | 0 |                    |
| • Outstanding from more than one reporting period | 0 |                    |
| <b>Total</b>                                      |   | <b>0</b>           |
| Closed during reporting period                    |   | 0                  |
| Carried over to next reporting period             |   | 0                  |
| • Carried over within legislated timeline         | 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                  |
| <b>Total</b> | <b>0</b>           |



### Section 3: Requests Closed During the Reporting Period

#### 3.1 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            | 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     |
| No records exist             | 0               | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| Request abandoned            | 0               | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| Neither confirmed nor denied | 0               | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| Total                        | 0               | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |

#### 3.2 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      | 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 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                  |

**3.4 Format of information released**

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

**3.5 Complexity**

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

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

**3.5.2 Relevant pages processed by request disposition for paper and e-record formats by size of requests**

| Disposition                  | Less Than 100 Pages Processed |                 | 100-500 Pages Processed |                 | 501-1000 Pages Processed |                 | 1001-5000 Pages Processed |                 | More Than 5000 Pages Processed |                 |
|------------------------------|-------------------------------|-----------------|-------------------------|-----------------|--------------------------|-----------------|---------------------------|-----------------|--------------------------------|-----------------|
|                              | Number of Requests            | Pages Processed | Number of Requests      | Pages Processed | Number of Requests       | Pages Processed | Number of Requests        | Pages Processed | Number of Requests             | Pages Processed |
| All disclosed                | 0                             | 0               | 0                       | 0               | 0                        | 0               | 0                         | 0               | 0                              | 0               |
| Disclosed in part            | 0                             | 0               | 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               |
| <b>Total</b>                 | 0                             | 0               | 0                       | 0               | 0                        | 0               | 0                         | 0               | 0                              | 0               |

**3.5.3 Relevant minutes processed and disclosed for audio formats**

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

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

| Disposition                  | Less than 60 Minutes processed |                   | 60-120 Minutes processed |                   | More than 120 Minutes processed |                   |
|------------------------------|--------------------------------|-------------------|--------------------------|-------------------|---------------------------------|-------------------|
|                              | 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                 |
| <b>Total</b>                 | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |

**3.5.5 Relevant minutes processed and disclosed for video formats**

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

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

| Disposition                  | Less than 60 Minutes processed |                   | 60-120 Minutes processed |                   | More than 120 Minutes processed |                   |
|------------------------------|--------------------------------|-------------------|--------------------------|-------------------|---------------------------------|-------------------|
|                              | 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                 |
| <b>Total</b>                 | 0                              | 0                 | 0                        | 0                 | 0                               | 0                 |

**3.5.7 Other complexities**

| <b>Disposition</b>           | <b>Consultation Required</b> | <b>Legal Advice Sought</b> | <b>Interwoven Information</b> | <b>Other</b> | <b>Total</b> |
|------------------------------|------------------------------|----------------------------|-------------------------------|--------------|--------------|
| 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            |
| <b>Total</b>                 | 0                            | 0                          | 0                             | 0            | 0            |

**3.6 Closed requests**

**3.6.1 Number of requests closed within legislated timelines**

|  |   |
|--|---|
| <b>Number of requests closed within legislated timelines</b>         | 0 |
| <b>Percentage of requests closed within legislated timelines (%)</b> | 0 |

**3.7 Deemed refusals**

**3.7.1 Reasons for not meeting legislated timelines**

| <b>Number of requests closed past the legislated timelines</b> | <b>Principal Reason</b>                        |                              |                              |              |
|--|--|------------------------------|------------------------------|--------------|
|  | <b>Interference with operations / Workload</b> | <b>External Consultation</b> | <b>Internal Consultation</b> | <b>Other</b> |
| 0  | 0  | 0                            | 0                            | 0            |



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

| Number of days past legislated timelines | Number of requests past legislated timeline where no extension was taken | Number of requests past legislated timeline 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     |
| <b>Total</b>                             | 0  | 0  | 0     |

**3.8 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     |

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

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

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

| Disposition for Correction Requests Received | Number |
|--|--------|
| Notations attached                           | 0      |
| Requests for correction accepted             | 0      |
| <b>Total</b>                                 | 0      |

## Section 6: Extensions

### 6.1 Reasons for extensions

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

### 6.2 Length of extensions

| Length of Extensions | 15(a)(i) Interference with operations                    |                          |                             |                                      | 15 (a)(ii) Consultation                      |          |          | 15(b)<br>Translation<br>purposes or<br>conversion |
|----------------------|--|--------------------------|-----------------------------|--------------------------------------|--|----------|----------|---|
|                      | Further review<br>required to<br>determine<br>exemptions | Large volume of<br>pages | Large volume of<br>requests | Documents are<br>difficult to obtain | Cabinet<br>ConfidenceSection<br>(Section 70) | External | Internal |   |
| 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   |
| <b>Total</b>         | 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

| Consultations                                  | Other Government<br>of Canada<br>Institutions | Number of Pages<br>to Review | Other<br>Organizations | Number of Pages<br>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                            |
| Carried over within negotiated timelines       | 0   | 0                            | 0                      | 0                            |
| Carried over beyond negotiated timelines       | 0   | 0                            | 0                      | 0                            |



**Section 8: Completion Time of Consultations on Cabinet Confidences**

**8.1 Requests with Legal Services**

| Number of Days | Fewer Than 100 Pages Processed |                 | 100-500 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               |

**8.2 Requests with Privy Council Office**

| Number of Days | Fewer Than 100 Pages Processed |                 | 100-500 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               |

**Section 9: Complaints and Investigations Notices Received**

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

**Section 10: Privacy Impact Assessments (PIAs) and Personal Information Banks (PIBs)****10.1 Privacy Impact Assessments**

|                          |   |
|--------------------------|---|
| Number of PIAs completed | 0 |
| Number of PIAs modified  | 0 |

**10.2 Institution-specific and Central Personal Information Banks**

| Personal Information Banks | Active   | Created  | Terminated | Modified |
|----------------------------|----------|----------|------------|----------|
| Institution-specific       | 0        | 0        | 0          | 0        |
| Central                    | 0        | 0        | 0          | 0        |
| <b>Total</b>               | <b>0</b> | <b>0</b> | <b>0</b>   | <b>0</b> |

**Section 11: Privacy Breaches****11.1 Material Privacy Breaches reported**

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

**11.2 Non-Material Privacy Breaches**

|   |   |
|---|---|
| Number of non-material privacy breaches | 0 |
|---|---|

**Section 12: Resources Related to the Privacy Act****12.1 Allocated Costs**

| Expenditures                      | Amount       |
|-----------------------------------|--------------|
| Salaries                          | \$425        |
| Overtime                          | \$0          |
| Goods and Services                | \$290        |
| • Professional services contracts | \$290        |
| • Other                           | \$0          |
| <b>Total</b>                      | <b>\$715</b> |

**12.2 Human Resources**

| Resources                        | Person Years Dedicated to Privacy Activities |
|----------------------------------|--|
| Full-time employees              | 0.004  |
| Part-time and casual employees   | 0.000  |
| Regional staff                   | 0.000  |
| Consultants and agency personnel | 0.001  |
| Students                         | 0.000  |
| <b>Total</b>                     | <b>0.005</b>                                 |

**Appendix C – Supplemental Statistical Report on the *Access to Information Act* and *Privacy Act***

**Supplemental Statistical Report on the Access to Information Act and the Privacy Act**

Name of institution: Canada Hibernia Holding Corporation

Reporting period: 2022-04-01 to 2023-03-31

**Section 1: Capacity to Receive Requests under the Access to Information Act and the Privacy Act**

Enter the number of weeks your institution was able to receive ATIP requests through the different channels.

|  | Number of Weeks |
|--|-----------------|
| Able to receive requests by mail                             | 52              |
| Able to receive requests by email                            | 52              |
| Able to receive requests through the digital request service | 52              |

**Section 2: Capacity to Process Records under the Access to Information Act and the Privacy Act**

2.1 Enter the number of weeks your institution was able to process paper records in different classification levels.

|                                     | No Capacity | Partial Capacity | Full Capacity | Total |
|-------------------------------------|-------------|------------------|---------------|-------|
| Unclassified Paper Records          | 0           | 0                | 52            | 52    |
| Protected B Paper Records           | 0           | 0                | 52            | 52    |
| Secret and Top Secret Paper Records | 0           | 0                | 52            | 52    |

2.2 Enter the number of weeks your institution was able to process electronic records in different classification levels.

|  | No Capacity | Partial Capacity | Full Capacity | Total |
|--|-------------|------------------|---------------|-------|
| Unclassified Electronic Records          | 0           | 0                | 52            | 52    |
| Protected B Electronic Records           | 0           | 0                | 52            | 52    |
| Secret and Top Secret Electronic Records | 0           | 0                | 52            | 52    |

**Section 3: Open Requests and Complaints Under the Access to Information Act**

3.1 Enter the number of open requests that are outstanding from previous reporting periods.

| Fiscal Year Open Requests Were Received | Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2023 | Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023 | Total    |
|---|--|--|----------|
| Received in 2022-2023                   | 0  | 0  | 0        |
| Received in 2021-2022                   | 0  | 0  | 0        |
| Received in 2020-2021                   | 0  | 0  | 0        |
| Received in 2019-2020                   | 0  | 0  | 0        |
| Received in 2018-2019                   | 0  | 0  | 0        |
| Received in 2017-2018                   | 0  | 0  | 0        |
| Received in 2016-2017                   | 0  | 0  | 0        |
| Received in 2015-2016                   | 0  | 0  | 0        |
| Received in 2014-2015                   | 0  | 0  | 0        |
| Received in 2013-2014 or earlier        | 0  | 0  | 0        |
| <b>Total</b>                            | <b>0</b>   | <b>0</b>   | <b>0</b> |

Row 11, Col. 3 of Section 3.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the Access to Information Act

3.2 Enter the number of open complaints with the Information Commissioner of Canada that are outstanding from previous reporting periods.

| Fiscal Year Open Complaints Were Received by Institution | Number of Open Complaints |
|--|---------------------------|
| Received in 2022-2023                                    | 0                         |
| Received in 2021-2022                                    | 0                         |
| Received in 2020-2021                                    | 0                         |
| Received in 2019-2020                                    | 0                         |
| Received in 2018-2019                                    | 0                         |
| Received in 2017-2018                                    | 0                         |
| Received in 2016-2017                                    | 0                         |
| Received in 2015-2016                                    | 0                         |
| Received in 2014-2015                                    | 0                         |
| Received in 2013-2014 or earlier                         | 0                         |
| Total  | 0                         |

**Section 4: Open Requests and Complaints Under the Privacy Act**

4.1 Enter the number of open requests that are outstanding from previous reporting periods.

| Fiscal Year Open Requests Were Received | Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2023 | Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023 | Total |
|---|--|--|-------|
| Received in 2022-2023                   | 0  | 0  | 0     |
| Received in 2021-2022                   | 0  | 0  | 0     |
| Received in 2020-2021                   | 0  | 0  | 0     |
| Received in 2019-2020                   | 0  | 0  | 0     |
| Received in 2018-2019                   | 0  | 0  | 0     |
| Received in 2017-2018                   | 0  | 0  | 0     |
| Received in 2016-2017                   | 0  | 0  | 0     |
| Received in 2015-2016                   | 0  | 0  | 0     |
| Received in 2014-2015                   | 0  | 0  | 0     |
| Received in 2013-2014 or earlier        | 0  | 0  | 0     |
| Total                                   | 0  | 0  | 0     |

Row 11, Col. 3 of Section 4.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Privacy Act*

4.2 Enter the number of open complaints with the Privacy Commissioner of Canada that are outstanding from previous reporting periods.

| Fiscal Year Open Complaints Were Received by Institution | Number of Open Complaints |
|--|---------------------------|
| Received in 2022-2023                                    | 0                         |
| Received in 2021-2022                                    | 0                         |
| Received in 2020-2021                                    | 0                         |
| Received in 2019-2020                                    | 0                         |
| Received in 2018-2019                                    | 0                         |
| Received in 2017-2018                                    | 0                         |
| Received in 2016-2017                                    | 0                         |
| Received in 2015-2016                                    | 0                         |
| Received in 2014-2015                                    | 0                         |
| Received in 2013-2014 or earlier                         | 0                         |
| Total  | 0                         |

**Section 5: Social Insurance Number**

|  |    |
|--|----|
| Has your institution begun a new collection or a new consistent use of the SIN in 2022-2023? | No |
|--|----|

**Section 6: Universal Access under the Privacy Act**

|  |   |
|--|---|
| How many requests were received from confirmed foreign nationals outside of Canada in 2022-2023? | 0 |
|--|---|

Row 1, Col. 1 of Section 6 must be equal to or less than Row 1, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Privacy Act*