

Canada Eldor Inc.

Privacy Act

Annual Report to Parliament

April 1, 2019 – March 31, 2020

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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, again 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 Eldor Inc. (“CEI” 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, 2019 to March 31, 2020.

Mandate and Organizational Structure

Canada Eldor Inc. was incorporated under the *Canada Business Corporations Act*. CEI was acquired in 1995 and is a wholly-owned subsidiary of Canada Development Investment Corporation (“CDEV”). The Corporation which has no operations is responsible for servicing liabilities, arising from an agreement of purchase and sale with the Cameco Corporation entered into in 1988.

CEI reports to Parliament through its parent company, CDEV and the Minister of Finance.

CEI has no employees and its operations are managed by CDEV employees. CDEV is based in Toronto.

Two full-time CDEV employees are dedicated part-time to ATIP activities for CDEV and its subsidiaries, excluding TMC. The ATIP department consists of the ATIP Coordinator and one analyst. CDEV retains advice from external legal counsel and independent consultants as needed.

Delegation Order

The Delegation of Authority Order (Appendix A) is reviewed and approved 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 Executive Vice-President and the ATIP Coordinator.

Information Holdings

The ATIP Coordinator is responsible for providing a full accounting of the Corporation’s information holdings to the Treasury Board Secretariat and ensures that updates are provided on a timely basis for inclusion in the *Info Source* publications.

The *Info Source* publications contain a description of the classes of corporate records held by Canada Eldor Inc. The Corporation does not have any exempt banks. The Corporation's Info Source chapter is published on CDEV's website at www.cdev.gc.ca.

CEI does not maintain a public website however CDEV, its parent corporation, has a website: www.cdev.gc.ca. The website provides information on ATIP matters for CDEV and its subsidiaries.

CEI does not maintain a formal reading room as it occupies only minimal office space. However, in accordance with the *Privacy Act*, the Corporation will make arrangements to provide facilities for viewing material on an as required basis.

Highlights of the 2019-2020 Statistical Report

Appendices B and C provide a summarized statistical report on the requests for personal information received under the *Privacy Act* from April 1, 2019 to March 31, 2020.

Since becoming subject to the *Act* in September 2007 Canada Eldor Inc. has not received any requests under the *Act* or consultations from other institutions.

Training and Awareness

CDEV management meets with ATIP administrators 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 for CDEV and its subsidiaries are presented to the board of directors at least annually.

Policies, Guidelines, Procedures and Initiatives

CDEV's privacy policy, which applies to CEI, is reviewed by the board of directors regularly and amended as required. The privacy policy was last reviewed in October 2018.

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

Summary of Key Issues and Actions Taken on Complaints or Audits

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

Monitoring Compliance

There were no requests to monitor during the reporting period.

Material Privacy Breaches

No material privacy breaches occurred and none were reported to the Office of the Privacy Commissioner or the Privacy Policy Division, Treasury Board of Canada Secretariat in this period.

Privacy Impact Assessments

No Privacy Impact Assessments were conducted 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.

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.

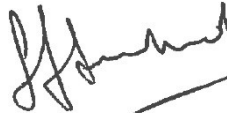
Dated in Vancouver on this 21st day of August 2020

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 21 jour en août 2020



Stephen Swaffield

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

Schedule 1Designation Order- *Privacy Act*

| Powers, Duties or Functions | Section | Executive Vice President |
|---|----------------|---------------------------------|
| 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 2Designation Order- *Privacy Act*

| | Section | Executive Vice President | ATIP Coordinator |
|--|----------------|---------------------------------|-------------------------|
| 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 Eldor Inc.

Reporting period: 2019-04-01 to 2020-03-31

Section 1: Requests Under the *Privacy Act*

1.1 Number of requests

| | Number of Requests |
|--|--------------------|
| Received during reporting period | 0 |
| Outstanding from previous reporting period | 0 |
| Total | 0 |
| Closed during reporting period | 0 |
| Carried over to next reporting period | 0 |

Section 2: Requests Closed During the Reporting Period

2.1 Disposition and completion time

| Disposition of Requests | Completion Time | | | | | | | Total |
|------------------------------|-----------------|---------------|---------------|----------------|-----------------|-----------------|--------------------|----------|
| | 1 to 15 Days | 16 to 30 Days | 31 to 60 Days | 61 to 120 Days | 121 to 180 Days | 181 to 365 Days | more Than 365 Days | |
| All disclosed | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disclosed in part | 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 |

2.2 Exemptions

| Section | Number of Requests | Section | Number of Requests | Section | Number of Requests |
|----------|--------------------|---------------|--------------------|---------|--------------------|
| 18(2) | 0 | 22(1)(a)(i) | 0 | 23(a) | 0 |
| 19(1)(a) | 0 | 22(1)(a)(ii) | 0 | 23(b) | 0 |
| 19(1)(b) | 0 | 22(1)(a)(iii) | 0 | 24(a) | 0 |
| 19(1)(c) | 0 | 22(1)(b) | 0 | 24(b) | 0 |
| 19(1)(d) | 0 | 22(1)(c) | 0 | 25 | 0 |
| 19(1)(e) | 0 | 22(2) | 0 | 26 | 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 | | |

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

| Paper | Electronic | Other |
|-------|------------|-------|
| 0 | 0 | 0 |

2.5.3 Other complexities

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

2.6 Closed requests

2.6.1 Number of requests closed within legislated timelines

| | Requests closed within legislated timelines |
|---|---|
| Number of requests closed within legislated timelines | 0 |
| Percentage of requests closed within legislated timelines (%) | 0 |

2.7 Deemed refusals

2.7.1 Reasons for not meeting legislated timelines

| Number of Requests Closed Past the Legislated Timelines | Principal Reason | | | |
|---|---|-----------------------|-----------------------|-------|
| | Interference with Operations / Workload | External Consultation | Internal Consultation | Other |
| 0 | 0 | 0 | 0 | 0 |

2.7.2 Requests 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 Timelines Where an Extension Was Taken | Total |
|--|--|---|-------|
| 1 to 15 days | 0 | 0 | 0 |
| 16 to 30 days | 0 | 0 | 0 |
| 31 to 60 days | 0 | 0 | 0 |
| 61 to 120 days | 0 | 0 | 0 |
| 121 to 180 days | 0 | 0 | 0 |
| 181 to 365 days | 0 | 0 | 0 |
| More than 365 days | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

2.8 Requests for translation

| Translation Requests | Accepted | Refused | Total |
|----------------------|----------|---------|-------|
| English to French | 0 | 0 | 0 |
| French to English | 0 | 0 | 0 |
| Total | 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 or conversion |
|----------------------|---|-----------------------|--------------------------|-----------------------------------|---|----------|----------|--|
| | Further review required to determine exemptions | Large volume of pages | Large volume of requests | Documents are difficult to obtain | Cabinet Confidence Section (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 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Section 6: Consultations Received From Other Institutions and Organizations

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

| Consultations | Other Government of Canada Institutions | Number of Pages to Review | Other Organizations | Number of Pages to Review |
|--|---|---------------------------|---------------------|---------------------------|
| Received during the reporting period | 0 | 0 | 0 | 0 |
| Outstanding from the previous reporting period | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 |
| Closed during the reporting period | 0 | 0 | 0 | 0 |
| Carried over to the next reporting period | 0 | 0 | 0 | 0 |

Section 8: Complaints and Investigations Notices Received

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

Section 9: Privacy Impact Assessments (PIA) and Personal Information Banks (PIB)**9.1 Privacy Impact Assessments**

| | |
|----------------------------|---|
| Number of PIA(s) completed | 0 |
|----------------------------|---|

9.2 Personal Information Banks

| Personal Information Banks | Active | Created | Terminated | Modified |
|----------------------------|--------|---------|------------|----------|
| | 0 | 0 | 0 | 0 |

Section 10: Material Privacy Breaches

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

Section 11: Resources Related to the *Privacy Act***11.1 Costs**

| Expenditures | Amount |
|-----------------------------------|------------|
| Salaries | \$0 |
| Overtime | \$0 |
| Goods and Services | \$0 |
| • Professional services contracts | \$0 |
| • Other | \$0 |
| Total | \$0 |

11.2 Human Resources

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

Note: Enter values to two decimal places.

Appendix C – Supplementary ATIP Statistical Report on the Impact of COVID-19 Measures

2019-2020 Supplemental Statistical Report – Requests affected by COVID-19 measures

In addition to completing the forms for the Statistical Reports on the ATIA and Privacy Act for 2019-20, institutions are asked to complete this Supplemental Report to help identify the impact of COVID-19 measures on institutional performance for 2019-20 and going forward. The data requirements are set out in the tables below.

Supplemental Statistical Report on the *Access to Information Act*

The following table reports the total number of formal requests received during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 1 – Requests Received

| | | Column (Col.) 1 |
|--------------|--|--------------------|
| | | Number of requests |
| Row 1 | Received from 2019-04-01 to 2020-03-13 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 |
| Row 3 | Total¹ | 0 |

¹ – Total for Row 3 should equal the total in the ATI Statistical Report section 1.1 Row 1

The following table reports the total number of requests closed within the legislated timelines and the number of closed requests that were deemed refusals during two periods 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 2 – Requests Closed

| | | Col. 1 | Col. 2 |
|--------------|--|---|---|
| | | Number of requests closed within the legislated timelines | Number of requests closed past the legislated timelines |
| Row 1 | Received from 2019-04-01 to 2020-03-13 and outstanding from previous reporting periods | 0 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 | 0 |
| Row 3 | Total² | 0 | 0 |

² – Total for Row 3 Col. 1 should equal the total in the ATI Statistical Report section 3.6.1 Row 1 -- Total for Row 3 Col. 2 should equal the total in the ATI Statistical Report section 3.7.1. Col. 1 Row 1

The following table reports the total number of requests carried over during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 3 – Requests Carried Over

| | | Col. 1 |
|--------------|---|--------------------|
| | | Number of requests |
| Row 1 | Requests received from 2019-04-01 to 2020-03-13 and outstanding from previous reporting period that were carried over to the 2020-2021 reporting period | 0 |
| Row 2 | Requests received from 2020-03-14 to 2020-03-31 that were carried over to the 2020-2021 reporting period | 0 |
| Row 3 | Total ³ | 0 |

³ – Total for Row 3 should equal the total in the ATI Statistical Report section 1.1 Row 5

Supplemental Statistical Report on the *Privacy Act*

The following table reports the total number of formal requests received during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 4 – Requests Received

| | | Column (Col.) 1 |
|--------------|--|--------------------|
| | | Number of requests |
| Row 1 | Received from 2019-04-01 to 2020-03-13 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 |
| Row 3 | Total ¹ | 0 |

¹ – Total for Row 3 should equal the total in the Privacy Statistical Report Section 1.1 Row 1

The following table reports the total number of requests closed within the legislated timelines and the number of closed requests that were deemed refusals during two periods 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 5 – Requests Closed

| | | Col. 1 | Col. 2 |
|--------------|--|---|---|
| | | Number of requests closed within the legislated timelines | Number of requests closed past the legislated timelines |
| Row 1 | Received from 2019-04-01 to 2020-03-13 and outstanding from previous reporting periods | 0 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 | 0 |
| Row 3 | Total² | 0 | 0 |

² – Total for Row 3 Col. 1 should equal the total in the Privacy Statistical Report Section 2.6.1 Row 1 -- Total for Row 3 Col. 2 should equal the total in the Privacy Statistical Report Section 2.7.1. Col. 1 Row 1

The following table reports the total number of requests carried over during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 6– Requests Carried Over

| | | Col. 1 |
|--------------|--|--------------------|
| | | Number of requests |
| Row 1 | Requests from 2019-04-01 to 2020-03-13 and outstanding from previous reporting period that were carried over to the 2020-2021 reporting period | 0 |
| Row 2 | Requests from 2020-03-14 to 2020-03-31 that were carried over to the 2020-2021 reporting period | 0 |
| Row 3 | Total³ | 0 |

³ – Total for Row 3 should equal the total in the Privacy Statistical Report Section 1.1 Row 5