

A man with glasses and a blue lanyard is looking at a clipboard in a server room. The background is filled with rows of server racks and a dense network of blue and yellow cables.

Annual Report to Parliament on the *Privacy Act*

April 1, 2022 to
March 31, 2023

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CANADA INFRASTRUCTURE BANK

**ANNUAL REPORT ON THE ADMINISTRATION
OF THE *PRIVACY ACT***

April 1, 2022 to March 31, 2023

1. Introduction**a) Purpose of the *Privacy Act***

The purpose of the *Privacy Act* (“**Act**”) is to extend the present laws of Canada that protect the privacy of individuals with respect to personal information about themselves held by a government institution and that provide individuals with a right of access to that information.¹

This Annual Report describes how the Canada Infrastructure Bank (“**CIB**”) administered the Act during the reporting period from April 1, 2022 to March 31, 2023 (the “**Reporting Period**”). This Annual Report is prepared in accordance with section 72(1) of the Act and is hereby submitted for tabling in Parliament under section 72(2) of the Act. The previous such reports are available within the “Reports & Transparency” section of the CIB’s Web site: <https://cib-bic.ca/>.

The CIB does not have subsidiaries and is not required to report on behalf of any non-operational institution.

b) Mandate of the Canada Infrastructure Bank

The CIB is a Crown Corporation established pursuant to the *Canada Infrastructure Bank Act* on June 22, 2017. The CIB’s purpose is to invest, and seek to attract investment from private sector investors and institutional investors, in infrastructure projects in Canada or partly in Canada that will generate revenue and that will be in the public interest by, for example, supporting conditions that foster economic growth or by contributing to the sustainability of infrastructure in Canada.²

The CIB receives appropriations from the Government of Canada. Parliament has authorized funding of not more than \$35 billion in aggregate (or any greater aggregate amount that may be authorized from time to time under an appropriation Act) and the requisite authorities to participate in infrastructure transactions in new and innovative ways, using loans, loan guarantees and equity investments. Of the \$35 billion, the Government of Canada expects the CIB to prudently manage its portfolio so the net fiscal expense will remain under \$15 billion.

The CIB develops projects in partnership with federal, provincial, territorial, municipal, and Indigenous government sponsors and the private sector. As indicated in the Minister’s Statement

¹ *Privacy Act*, R.S.C., 1985, c. P-21, s. 2.

² *Canada Infrastructure Bank Act*, S.C. 2017, c. 20, s. 403, s. 6.

of Priorities and Accountabilities (“**SPA**”), the CIB makes investments in five priority sectors: Public Transit; Clean Power; Green Infrastructure; Trade and Transport; and Broadband. The SPA is available on the CIB’s Web site (<https://cib-bic.ca/en/about-us/governance/>).

As an impact investor, the CIB is focused on achieving outcomes through its investments to address climate change, connect Canadians and their communities, increase economic growth, and build partnerships with Indigenous Peoples.

2. Organizational Structure

The CIB is governed by an independent board of directors, appointed by the Governor in Council. The Chief Executive Officer (“**CEO**”) is appointed by the Governor in Council upon the recommendation of the board of directors. The CEO is responsible for the management of the business and other affairs of the CIB and reports to the board of directors on the overall performance of the organization.

The CIB does not have a formalized Access to Information and Privacy (“**ATIP**”) office with staff dedicated to ATIP matters on a full-time basis. Rather, the powers, duties and functions of the administration of the Act have been delegated by the CEO to the General Counsel & Corporate Secretary who also serves as the organization’s ATIP Coordinator.

The ATIP Coordinator is responsible for managing the CIB’s day-to-day activities relating to the operation of the Act and the regulations, as well as complying with related Treasury Board of Canada Secretariat policies, directives, and guidelines.

The ATIP Coordinator is also responsible for:

- processing requests for personal information and the resolution of complaints pursuant to the Act and exercising discretion under the Act in a fair, reasonable and impartial manner with respect to decisions associated with such processing;
- preparing the annual report on the administration of the Act that is tabled in each House of Parliament;
- preparing the statistical report on the administration of the Act within the CIB;
- preparing new or modified Personal Information Bank descriptions;
- updating the CIB’s chapter in Info Source: Sources of Federal Government and Employee Information, including proposed new or modified Personal Information Banks;
- providing training, ongoing advice and guidance to senior management and staff on matters related to privacy;
- regularly reviewing the effectiveness of the CIB’s privacy procedures and, where required, initiating actions to correct any deficiencies;
- staying current on, and promulgate within the CIB, any changes to administrative requirements for the Act from the Treasury Board of Canada Secretariat, or guidance prepared by the Office of the Privacy Commissioner; and
- participating in ATIP community activities and ATIP community meetings.

The General Counsel & Corporate Secretary is an officer of the CIB and reports directly to the CEO. The ATIP Coordinator is supported by one full-time employee, the Corporate Governance Associate who serves as the primary contact to assist with processing ATIP requests, consultations, and complaints, and responding to informal requests for information, as required. To ensure timely and accurate responses to ATIP requests, the CIB has also entered into a standby agreement with an external ATIP consultant to provide additional support as needed.

The CIB was not a party to any service agreement pursuant to Section 73.1 of the Act during the Reporting Period.

3. Delegation Order

For the purposes of section 3 of the Act, the Chief Executive Officer of the CIB is designated as the “Head” of the government institution. Pursuant to section 73 of the Act, the CEO’s authority has been delegated to the General Counsel & Corporate Secretary to enable the CIB to meet its legislated requirements. A copy of the signed Delegation Order dated March 10, 2021, in effect at the end of the Reporting Period is attached (Appendix A).

4. Administration of the Act and Performance

a) Statistical Report for 2022-23

The CIB did not receive any requests for personal information under the Act during the Reporting Period. This figure coincides with the historical trend. Since the CIB was established in June 2017, the CIB has not received any requests for personal information under the Act. Moreover, the CIB has never conveyed personal information to federal investigative agencies pursuant to the provisions of the Act.

During the Reporting Period, the CIB did not receive any consultations from another government institution and no consultations were pending at the end of the previous reporting period.

No costs were incurred for the administration of the Act during the Reporting Period.

The Statistical Report regarding *Privacy Act* requests that was submitted to the Treasury Board of Canada Secretariat is attached (Appendix B).

b) Impact of COVID-19 Measures

The impact of COVID-19-related measures did not materially impact the CIB’s operations and its ability to fulfill its responsibilities under the *Privacy Act*. The CIB provided regular reports to TBS on its operational activities. During the Reporting Period, the CIB was able to receive personal information requests via mail, email and through the Government of Canada’s digital request service. The CIB had full capacity to process ATIP requests and consultations from other government institutions received electronically within the timelines mandated by the *Privacy Act*.

5. Training and Awareness

During the Reporting Period, the ATIP Coordinator continued to promote awareness of the CIB's obligations under the Act through a variety of training approaches. The following table describes the training and awareness activities related to Access to Information and Privacy during the Reporting Period:

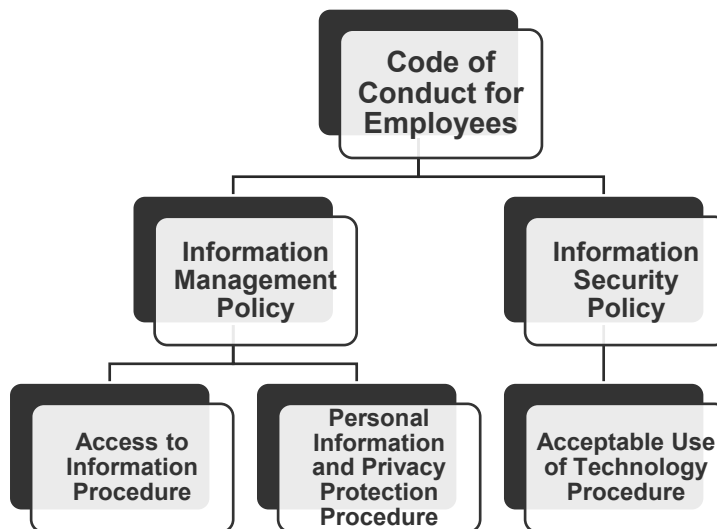
Awareness Session	Description
<i>Code of Conduct for Employees</i>	Each employee is required, upon joining the CIB and at least once every two years thereafter, to complete mandatory awareness on the Code of Conduct for Employees. The awareness session includes the CIB's responsibilities with respect to the <i>Privacy Act</i> , and includes interactive case studies designed to help employees understand the application of the <i>Privacy Act</i> to day-to-day activities. During the Reporting Period, two (2) awareness sessions were held and a total of 42 employees attended the awareness session.
<i>Compliance with the Access to Information Act and Privacy Act (roles and responsibilities)</i>	The purpose of this session is to provide employees with an overview of the <i>Access to Information Act</i> and the <i>Privacy Act</i> ; including timelines to respond to requests; the duty to assist; exemptions and exclusions; steps in processing an access to information request and request for personal information; the role and responsibilities of the ATIP Coordinator and CIB employees in processing requests; and offences for obstructing the right of access or an investigation by the Information Commissioner or the Privacy Commissioner. During the Reporting Period, one (1) awareness session was held and 25 participants attended.

In addition, given the small size of the corporation (122 full-time employees and contractors as of the end of the Reporting Period), the ATIP Coordinator is also able to offer one-on-one or small group training and guidance in both official languages as the need arises. The ATIP Coordinator also attended quarterly community meetings hosted by the Treasury Board of Canada Secretariat, as well as other information sessions such as the deep dive series on specific sections of the *Access to Information Act* and *Privacy Act* and the updates to the privacy policy instruments introduced in October 2022. The ATIP Coordinator also attended the presentation from the members of the Office of the Privacy Commissioner of Canada's (OPC) Government Advisory Directorate on the topic of privacy impact assessments (PIAs).

The ATIP Coordinator also annually reports on the administration of the Act to the Human Resources and Governance Committee of the CIB's Board of Directors.

6. Policies, Guidelines, and Procedures

The CIB did not develop any new or revised institution-specific policies, guidelines and procedures related to privacy during the Reporting Period. Institution-specific policies and procedures and initiatives that incorporate privacy related issues are implemented within the policies and procedures listed below. The CIB regularly reviews its internal policies and procedures to ensure they remain up-to-date and aligned with the Treasury Board of Canada Secretariat's Access to Information and Privacy Policy instruments.



The CIB's chapter in *Info Source: Sources of Federal Government and Employee Information* is posted within the "Reports & Transparency" section of the CIB's Web site. Info Source provides individuals and employees of the government (current and former) with relevant information to access personal information about themselves held by government institutions subject to the *Access to Information Act* and the *Privacy Act* and to exercise their rights under the *Privacy Act*.

7. Initiatives and Projects to Improve Privacy

During the Reporting Period, the CIB completed the onboarding process for the Government of Canada's ATIP Online service and is now able to receive requests and provide response packages electronically through the ATIP online account.

8. Summary of Key Issues and Actions Taken on Complaints or Audits

The CIB did not receive any complaints under the Act, nor were any privacy audits or investigations conducted against the CIB during the Reporting Period.

9. Monitoring Compliance

There are two employees that are directly involved in the processing of requests under the *Access to Information Act* and the *Privacy Act*. Therefore, a formal monitoring procedure to oversee the time taken to complete the requests is not required. However, the ATIP Coordinator signs all outgoing correspondence regarding the ongoing processing of the files and therefore is aware of the status of the files. Also, quarterly reports are provided to the CEO and the Finance and Audit Committee with a list of current open files and a brief description of the status of each file.

10. Material Privacy Breaches

In accordance with the *Guidelines for Privacy Breaches* issued by the Treasury Board of Canada Secretariat, a privacy breach is deemed “material” if the breach involves sensitive personal information and could reasonably be expected to cause serious injury or harm to the individual and/or involves a large number of affected individuals.

During the Reporting Period, there were no material privacy breaches that occurred and were reported to the Office of the Privacy Commissioner and to the Treasury Board of Canada Secretariat (Information and Privacy Policy Division).

11. Privacy Impact Assessments

A privacy impact assessment (“PIA”) is a formal tool used to identify and mitigate privacy risks for new or modified programs, services or initiatives in an effort to heighten compliance with the Act. PIAs provides a framework to ensure that the protection of personal information is considered throughout the design or re-design of a program or service and they assist decision-makers to avoid or mitigate privacy risks.

The CIB did not initiate any formal PIAs and no assessments were submitted to the Treasury Board of Canada Secretariat and the Office of the Privacy Commissioner during the Reporting Period. The ATIP Coordinator provides advice to the other corporate areas within the CIB concerning the appropriate management of personal information and privacy risks for new initiatives through the completion of privacy reviews and self evaluations. During this Reporting Period, these initiatives included reviewing contracting arrangements with third party consultants to ensure that the CIB’s responsibilities under the *Privacy Act* are addressed in the contract for services.

12. Public Interest Disclosures

Paragraph 8(2)(m) allows for disclosure of personal information where the public interest clearly outweighs any invasion of privacy that could result from the disclosure of the information or where disclosure clearly benefit the individual to whom the information relates. There was no disclosure of personal information made pursuant to paragraph 8(2)(m) during the Reporting Period.

APPENDICES

Appendix A: Delegation Order

Appendix B: Statistical Report on the Administration of the *Privacy Act*

**(includes 2022-2023 Supplemental Statistical Report on the
Access to Information Act and *Privacy Act*)**



Appendix A – Delegation Order

DELEGATION OF AUTHORITY

**ACCESS TO INFORMATION ACT
PRIVACY ACT**

I, the undersigned, Chief Executive Officer of the Canada Infrastructure Bank, pursuant to section 95 of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby

- i) designates the General Counsel & Corporate Secretary as the CIB's Access to Information and Privacy Coordinator; and
- ii) delegates to the persons of the Canada Infrastructure Bank holding the positions set out below, or the persons occupying on an acting basis those positions, the authority to exercise the powers, duties and functions of the Chief Executive Officer as the head of the Canada Infrastructure Bank, under the provisions of the *Access to Information Act* and *Privacy Act* and their related regulations.

This designation replaces all previous delegation orders.

Signed at the City of Toronto, this 10th day of March, 2021.



Ehren Cory
Chief Executive Officer / Président-directeur général

DÉLÉGATION DE POUVOIRS

**LOI SUR L'ACCÈS À L'INFORMATION
LOI SUR LA PROTECTION DES
RENSEIGNEMENTS PERSONNELS**

Je, soussigné, Président-directeur général de la Banque de l'Infrastructure du Canada, conformément à l'article 95 de la *Loi sur l'accès à l'information* et de l'article 73 de la *Loi sur la protection des renseignements personnels*,

- i) désigne l'Avocat général et secrétaire de la Banque de l'Infrastructure du Canada à titre de Coordonnateur de l'accès à l'information et de la protection des renseignements personnels; et
- ii) délègue par la présente aux titulaires de postes indiqués ci-après, ou aux personnes occupant ces postes par intérim, les pouvoirs et fonctions dont il est investi en tant que Président-directeur général et responsable de la Banque de l'Infrastructure du Canada aux termes de la *Loi sur l'accès à l'information*, de la *Loi sur la protection des renseignements personnels* et des réglementations afférentes.

Le présent document remplace et annule tout arrêté de délégation antérieur.

Signé à la ville de Toronto, le 10e jour de mars, 2021

APPENDIX / ANNEXE

Delegation of powers, duties and functions under section 95 of the *Access to Information Act* and section 73 of the *Privacy Act*

Délégation de pouvoirs en vertu de l'article 95 de la *Loi sur l'accès à l'information* et l'article 73 de la *Loi sur la protection des renseignements personnels*

Position / Poste	<i>Access to Information Act</i> and Regulations / <i>Loi sur l'accès à l'information</i> et réglementation afférente	<i>Privacy Act</i> and Regulations / <i>Loi sur la protection des renseignements personnels</i> et réglementation afférente
Chief Financial Officer & Chief Administrative Officer / Directrice principale et chef des directions financière et administrative	Full authority / Autorité absolue	Full authority / Autorité absolue
General Counsel & Corporate Secretary / Avocat général et secrétaire de la Société	Full authority / Autorité absolue	Full authority / Autorité absolue

**Appendix B – Statistical Report
on the Administration
of the *Privacy Act***

**(includes 2022-2023 Supplemental Statistical Report
on the *Access to Information Act* and *Privacy Act*)**



Statistical Report on the Privacy Act

Name of institution: Canada Infrastructure Bank

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

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	
Total		0
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
Total	0

Section 2: Informal requests

2.1 Number of informal requests

		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	
Total		0
Closed during reporting period		0
Carried over to next reporting period		0

2.2 Channels of informal requests

Source	Number of Requests
Online	0
E-mail	0
Mail	0
In person	0
Phone	0
Fax	0
Total	0

2.3 Completion time of informal requests

Completion Time							
1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
0	0	0	0	0	0	0	0

2.4 Pages released informally

Less Than 100 Pages Released		100-500 Pages Released		501-1000 Pages Released		1001-5000 Pages Released		More Than 5000 Pages Released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
0	0	0	0	0	0	0	0	0	0

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
Total	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
Total	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
Total	0	0	0	0	0	0

3.5.7 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

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

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

3.7 Deemed refusals

3.7.1 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

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
Total	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
Total	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
Total	0

Section 6: Extensions

6.1 Reasons for 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 ConfidenceSection (Section 70)	External	Internal	
Number of extensions taken	0	0	0	0	0	0	0	0

6.2 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 ConfidenceSection (Section 70)	External	Internal	
Length of Extensions								
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 7: Consultations Received From Other Institutions and Organizations

7.1 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 within negotiated timelines	0	0	0	0
Carried over beyond negotiated timelines	0	0	0	0

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

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
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

7.3 Recommendations and completion time for consultations received from other organizations outside the Government of Canada

Recommendation	Number of days required to complete consultation requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
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

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
Total	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
Total	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
Total	0	0	0	0

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
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Section 12: Resources Related to the Privacy Act

12.1 Allocated Costs

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

12.2 Human Resources

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	0.000
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
Total	0.000

Note: Enter values to three decimal places.

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

Name of institution: Canada Infrastructure Bank

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	19

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	1	0	1
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	1	0	1

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
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Section 6: Universal Access under the Privacy Act

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

