



Federal Economic Development  
Agency for Northern Ontario

Agence fédérale de développement  
économique pour le Nord de l'Ontario

# **Federal Economic Development Agency for Northern Ontario**

## **Annual Report on the Administration of the *Privacy Act* 2022-2023**

Canada 

Annual Report on the Administration of the  
*Privacy Act 2022-2023*

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To obtain a copy of this publication, or to receive it in an alternate format (Braille, large print, etc.), please contact:

Communications

Federal Economic Development Agency for Northern Ontario  
19 Lisgar Street, Suite 307  
Sudbury, Ontario P3E 3L4  
Canada

Telephone (toll-free in Canada): 1-877-333-6673

TTY (for hearing impaired): 1-866-694-8389

Business hours: 8:30 a.m. to 5:00 p.m. (Eastern Time)

Email: [fednormediarelations-relationsaveclesmediasfednor@fednor.gc.ca](mailto:fednormediarelations-relationsaveclesmediasfednor@fednor.gc.ca)

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## Introduction

### Purpose

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

The purpose of the *Privacy Act* is “to extend the present laws of Canada that protect the privacy of individuals with respect to personal information about themselves held by a government institution and that provide individuals with a right of access to that information.” The law also protects an individual’s privacy by preventing others from having access to that personal information and allows an individual specific rights concerning the collection and use of their information.

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

This annual report is tabled in Parliament pursuant to section 72 of the *Privacy Act* and describes how the Federal Economic Development Agency for Northern Ontario (FedNor) administered its responsibilities for the reporting period.

### Institutional mandate

FedNor is the Government of Canada's economic development organization for [Northern Ontario](#), and as such, it is key to helping deliver on the federal government's [Prosperity and Growth Strategy for Northern Ontario](#).

Through its programs and services, and through its financial support of projects that lead to job creation and economic growth, FedNor works with businesses and community partners to build a stronger Northern Ontario.

FedNor has two main funding vehicles, the [Northern Ontario Development Program \(NODP\)](#), which focuses on [community economic development](#), and the [Regional Economic Growth through Innovation \(REGI\)](#) program, which focuses on business [scale-up and productivity](#), and [regional innovation ecosystems](#).

Through the [Community Futures Program](#), FedNor also supports a network of 24 Community Futures Development Corporations (CFDCs) across Northern Ontario. These locally driven CFDCs provide business financing and services, as well as support for community-based economic development projects.

Also, as the need is determined and priorities change, FedNor delivers other Government of Canada programs designed to contribute to economic development in Northern Ontario. Recent examples include the [Economic Development Initiative \(EDI\)](#) for Official Language Minority Communities and the [Women Entrepreneurship Strategy](#).

In addition to its efforts through these funding vehicles, FedNor is strongly focused on outreach and collaboration efforts that engage community leaders and stakeholders as we work to better meet the current and future needs of Northern Ontario. FedNor does this by identifying and actively leading important files including the emerging Ring of Fire mining development – considered a generational mining opportunity that could re-shape Northern Ontario's economy – as well as by collaborating with our federal partners to ensure Northerners have full access to the wide slate of programs and services offered by the Government of Canada.

In short, FedNor is your federal partner in Northern Ontario.

On August 12, 2021, FedNor ceased to operate as an initiative of Innovation, Science and Economic Development Canada, and became a fully independent agency of the Government of Canada, led by the Honourable Patty Hajdu, Minister of Indigenous Services and Minister for the Federal Economic Development Agency for Northern Ontario. At the time of this report, FedNor is also led and supported by President Valerie Gideon.

For more information on the Agency's organizational mandate letter commitments, see the [ministers' mandate letters](#) section of the Prime Minister's website.

## Organizational structure

Since the establishment of FedNor as a fully independent agency of the Government of Canada on August 12, 2021, Access to Information and Privacy (ATIP) Services has been part of FedNor's Corporate Services office, located in Sudbury, Ontario, where one employee is responsible for coordinating ATIP functions, as one of multiple corporate services responsibilities.

ATIP Services is responsible for the implementation and management of programs and services relating to the administration of the *Access to Information Act* and the *Privacy Act* for the Agency. Specifically, ATIP Services makes decisions on the disposition of ATI and privacy requests; promotes awareness of the legislation to ensure departmental responsiveness to statutory obligations; monitors and advises on departmental compliance with the Acts, regulations, procedures, and policies; and represents FedNor on ATIP matters when dealing with the Treasury Board of Canada Secretariat (TBS), the Office of the Information Commissioner of Canada, the Office of the Privacy Commissioner of Canada, the Privy Council Office, and other government institutions. ATIP Services is also responsible for consulting with other federal departments and third parties with respect to ATIP requests.

Section 96 of the *Access to Information Act* permits institutions reporting to the same minister to enter into agreements with each other for the purpose of sharing ATIP resources and capacity. However, FedNor currently has no such agreements in place. However, a memorandum of understanding was in place with Innovation, Science and Economic Development Canada for the ongoing fulfilment of certain ATIP reporting functions, during FedNor's transition to a fully independent Agency. The memorandum of understanding expired on March 31, 2023.



## Delegation of authority

FedNor's enabling legislation identifies its head as being the Deputy Minister / President. In addition to managing the institution and overseeing management of its personnel, the Deputy Minister / President is responsible for the application of the *Privacy Act* (PI). As at March 31, 2023, the Deputy Minister / President had not delegated any authority to other individuals.

## Performance

FedNor received no requests under the *Privacy Act* during the reporting period. Further, as FedNor was only established as a fully independent operating agency of the Government of Canada on August 12, 2021, the Agency had no requests carried-in from the previous year. Therefore, there is nil information to report for the following reporting components prescribed by the Treasury Board of Canada Secretariat (TBS):

- Responses within legislated timelines;
- Multi-year trends;
- Requests carried-in from 2021-2022 and carried-out to 2022-2023;
- Three-year overview of sources and subjects of requests;
- Completion times for closed requests;
- Disposition of requests;
- Nature of information requested;
- Exemptions and exclusions;
- Extensions; and
- Consultations completed for other institutions.

## COVID-19 impacts and operational measures

FedNor's ATIP Services were not affected by the COVID-19 pandemic during the reporting period.

## Annual statistical report

The TBS prescribes requirements for annual statistical reports on the *Privacy Act*, which must comprise part of the corresponding annual reports to Parliament. FedNor's Annual Statistical Report on the *Privacy Act* is attached to this report as Annex A.

## Operating costs

The cost of delivering FedNor's Privacy program and services for 2022–2023 was \$1709 (for both salary and operating costs).

## Training and awareness

FedNor did not conduct any ATIP training and awareness activities during the reporting period.

## Policies, guidelines, procedures, and initiatives

FedNor did not develop any new policies, guidelines or procedures or undertake any new initiatives pertaining to ATIP during the reporting period.

## Key issues and actions taken on complaints

As FedNor neither carried-in any outstanding requests from the previous year under the *Privacy Act*, nor received any new requests during the current reporting period, there is nil information to report on complaints.

No audits relating to the administration of the *Privacy Act* were conducted during the reporting period.

## Monitoring compliance

In consideration of having received no requests under the *Privacy Act* since becoming a fully independent agency of the Government of Canada on August 12, 2021, FedNor has yet to develop any strategies or plans pertaining to ATIP compliance.

## Material privacy breaches

No material breaches of privacy that required reporting to the Privacy Commissioner of Canada or to the TBS occurred during the reporting period.

## Privacy impact assessments

FedNor completed no privacy impact assessments during the reporting period.



## Public interest disclosures

Paragraph 8(2)(m) of the *Privacy Act* gives heads of institutions the discretion to disclose personal information where disclosure would clearly benefit the individual to whom the information pertains or when the interest in public disclosure clearly outweighs the privacy of the concerned individual.

FedNor made no such disclosures during the reporting period.

# ANNEX A

## Annual statistical report on the *Privacy Act*

**Name of institution:** Federal Economic Development Agency for Northern Ontario  
**Reporting period:** 2022-04-01 to 2023-03-31

### **Section 1: Requests under the *Privacy Act***

#### 1.1 Number of requests

		Number of requests
Received during reporting period		0
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
<b>Total</b>		0
Closed during reporting period		0
Carried over to next reporting period		0
• Carried over within legislated timelines	0	
• Carried over beyond legislated timelines	0	

#### 1.2 Channels of requests

Source	Number of requests
Online	0
E-mail	0
Mail	0
In-person	0
Telephone	0
Facsimile	0
<b>Total</b>	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	
<b>Total</b>		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
Telephone	0
Facsimile	0
<b>Total</b>	0

## 2.3 Completion time of informal requests

Completion time							
1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 365 days	Total
0	0	0	0	0	0	0	0

## 2.4 Pages released informally

Less than 100 pages re-released		100-500 pages re-released		501-1000 pages re-released		1001-5000 pages re-released		+ 5000 pages re-released	
# of requests	Pages released	# of requests	Pages released	# of requests	Pages released	# of requests	Pages released	# 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
	1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 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
<b>Total</b>	0	0	0	0	0	0	0	0

### 3.2 Exemptions

Section	# of requests	Section	# of requests	Section	# of requests
18(2)	0	22(1)(a)(ii)	0	23(a)	0
19(1)(a)	0	22(1)(a)(iii)	0	23(b)	0
19(1)(b)	0	22(1)(b)	0	24(a)	0
19(1)(c)	0	22(1)(c)	0	24(b)	0
19(1)(d)	0	22(2)	0	25	0
19(1)(e)	0	22.1	0	26	0
19(1)(f)	0	22.2	0	27	0
20	0	22.3	0	27.1	0
21	0	22.4	0	28	0
22(1)(a)(i)	0				

### 3.3 Exclusions

Section	# of requests	Section	# of requests
69(1)(a)	0	70(1)(b)	0
69(1)(b)	0	70(1)(c)	0
69.1	0	70(1)(d)	0
70(1)	0	70(1)(e)	0
70(1)(a)	0	70(1)(f)	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

# of pages processed	# of pages disclosed	# of requests
0	0	0

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

Disposition	Less than 100 pages processed		101-500 pages processed		501-1000 pages processed		1001-5000 pages processed		More than 5000 pages processed	
	# of requests	Pages processed	# of requests	Pages processed	# of requests	Pages processed	# of requests	Pages processed	# 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

# of minutes processed	# of minutes disclosed	# 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		+ 120 minutes processed	
	# of requests	Minutes processed	# of requests	Minutes processed	# 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

# of minutes processed	# of minutes disclosed	# 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		+ 120 minutes processed	
	# of requests	Minutes processed	# of requests	Minutes processed	# 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

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
<b>Total</b>	0	0	0	0	0

### 3.6 Closed Requests

Number of requests closed within legislated timelines	0
Percentage of requests closed with 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 or workload	External consultation	Internal consultation	Other
0	0	0	0	0

### 3.7.2 Requests closed beyond legislated timelines (including any extensions 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 Subsection 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 requests where an extension was taken	15(a)(i) Interference with operations			
	Further review required to determine exemptions	Large volume of pages	Large volume of requests	Documents are difficult to obtain
0	0	0	0	0

Number of requests where an extension was taken	15(a)(ii) Consultation			15(b) Translation purposes or conversion
	Cabinet confidence section (Section 70)	External	Internal	
0	0	0	0	0

### 6.2 Length of extensions

Length of extensions	15(a)(i) Interference with operations			
	Further review required to determine exemptions	Large volume of pages	Large volume of requests	Documents are difficult to obtain
1 to 15 days	0	0	0	0
16 to 30 days	0	0	0	0
<b>Total</b>	0	0	0	0

Length of extensions	15(a)(ii) Consultation			15(b) Translation purposes or conversion
	Cabinet confidence section (Section 70)	External	Internal	
1 to 15 days	0	0	0	0
16 to 30 days	0	0	0	0
<b>Total</b>	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	# of pages to review	Other organizations	# of pages to review
Received during the reporting period	0	0	0	0
Outstanding from the previous reporting period	0	0	0	0
<b>Total</b>	0	0	0	0
Closed during the reporting period	0	0	0	0
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**

Recommendations	Number of days required to complete consultation requests							Total
	1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 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
<b>Total</b>	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

Recommendations	Number of days required to complete consultation requests							
	1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 365 days	Total
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
<b>Total</b>	0	0	0	0	0	0	0	0

## Section 8: Completion time of consultations on Cabinet confidence

### 8.1 Requests with legal services

Number of days	Less than 100 pages processed		101-500 pages processed		501-1000 pages processed		1001-5000 pages processed		More than 5000 pages processed	
	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed	# 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	Less than 100 pages processed		101-500 pages processed		501-1000 pages processed		1001-5000 pages processed		More than 5000 pages processed	
	# of requests	Pages disclosed	r# of Requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed	# 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

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## **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**

<b>Personal information banks</b>	<b>Active</b>	<b>Created</b>	<b>Terminated</b>	<b>Modified</b>
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
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## **Section 12: Resources related to the *Privacy Act***

### **12.1 Allocated costs**

<b>Expenditures</b>	<b>Amount</b>
Salaries	\$1,709
Overtime	\$0
Goods and services	\$0
<ul style="list-style-type: none"> <li>• Professional services contracts</li> </ul>	\$0
<ul style="list-style-type: none"> <li>• Other</li> </ul>	\$0
<b>Total</b>	<b>\$1,709</b>

## 12.2 Human resources

<b>Resources</b>	<b>Person years dedicated to access to information activities</b>
Full-time employees	0.020
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>0.020</b>

## ANNEX B

### Delegation of ATIP authority

Not applicable:

FedNor's enabling legislation identifies its head as being the Deputy Minister / President. In addition to managing the institution and overseeing management of its personnel, the Deputy Minister / President is responsible for the application of the *Access to Information Act* (ATI). As at March 31, 2023, the Deputy Minister / President had not delegated any authority to other individuals.