



Office of the  
Commissioner of  
Official Languages

Commissariat  
aux langues  
officielles

# ANNUAL REPORT TO PARLIAMENT ON THE *PRIVACY ACT*

**2024–2025**

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## 2024–2025 ANNUAL REPORT TO PARLIAMENT ON THE *PRIVACY ACT*

### 1. Introduction

The Office of the Commissioner of Official Languages (the Office of the Commissioner) is pleased to table its annual report to Parliament on activities associated with the administration of the [Privacy Act](#) for fiscal year 2024–2025, as required under section 72 of that Act.

#### **Purpose of the *Privacy Act***

The *Privacy Act* was enacted on July 1, 1983. It gives individuals the right to access information about themselves held by the federal government, subject to specific and limited exceptions. It also protects the privacy of individuals by preventing others from accessing their personal information and grants basic rights to individuals regarding the collection, use and disclosure of personal information.

The Office of the Commissioner has been subject to the *Privacy Act* since 1983.

The Office of the Commissioner does not have any non-operational (“paper”) subsidiaries during the period covered by this report.

#### **Mandate**

The Office of the Commissioner of Official Languages supports the Commissioner of Official Languages in his [mission](#) as an agent of Parliament to ensure that the five main objectives of the [Official Languages Act](#) are met:

- Ensure the equality of English and French in federal institutions
- Support the preservation and development of official language minority communities in Canada
- Advance the equality of English and French in Canadian society, taking into account the diversity of provincial and territorial language regimes
- Promote the future of French in Quebec
- Clarify the official languages obligations of federal institutions

The Commissioner’s mission is also to ensure that the rights and obligations set out in the *Use of French in Federally Regulated Private Businesses Act* are recognized.

To support the Commissioner in fulfilling his mission, the Office of the Commissioner has two main areas of activity that go hand in hand and complement each other: compliance and promotion.

## **Compliance**

The Office of the Commissioner's compliance activities enable it to intervene with federal institutions when they do not meet their official languages obligations. These activities relate to the various stages of the Office of the Commissioner's investigation process and to the compliance tools at its disposal.

## **Promotion**

The first component of the Office of the Commissioner's promotional activities is the general promotion of official languages. The main objectives of these activities are to educate the general public, official language minority communities and federal public servants about their language rights and to ensure that official languages continue to be a fundamental value of Canadian society.

The second component of the Office of the Commissioner's promotional activities is promoting compliance. The objective of these activities is to educate federal institutions about their official languages obligations in order to improve their compliance with the Act.

## **2. Organizational structure**

### **Structure of the Office of the Commissioner**

The Commissioner of Official Languages (the Commissioner) is an agent of Parliament appointed by commission under the Great Seal, after approval by resolution of the Senate and House of Commons, for a seven-year term. The Commissioner reports directly to Parliament and is supported by the Office of the Commissioner.

### **Structure of the access to information and privacy office**

At the Office of the Commissioner of Official Languages, responsibility for access to information and privacy (ATIP) falls under the Corporate Management Branch (CMB). This branch is led by the Assistant Commissioner of Corporate Management, who plays a strategic role. As Chief Information Officer, the Assistant Commissioner of Corporate Management is responsible for the strategic oversight of ATIP-related activities. This includes supervising the policies, processes and resources required to ensure the Office's compliance with the *Access to Information Act* and with the *Privacy Act*.

Under this leadership, the Information Management and Information Technology Directorate (IM-IT) implements the operational mechanisms to process ATIP requests in a rigorous, secure and timely manner.

The ATIP Office, which is part of the IM-IT Directorate, is responsible for receiving, analyzing and responding to requests made under the *Access to Information Act* and the *Privacy Act*. The Manager of Information Management and Access to Information is the ATIP Coordinator. The Manager is responsible for ensuring that the Office's practices comply with legislative requirements, that responses are of high quality, and that deadlines are met. She is supported in her duties by a specialized information management analyst and an ATIP analyst who assist with the assessment of requests, document searches and the drafting of responses.

The ATIP Office operates independently, without the use of external consultants. No new or existing service contracts were entered into under section 96 of the *Access to Information Act* during the reporting period. This autonomy reflects the Office's internal capacity to effectively manage its access to information and privacy obligations.

The ATIP Office is responsible for:

- processing requests made under the [Privacy Act](#) and the [Access to Information Act](#);
- responding to consultation requests from other government institutions;
- providing senior management and staff of the Office of the Commissioner with opinions and justifications regarding ATIP legislation and related matters;
- ensuring that the Office of the Commissioner complies with the above-mentioned acts and the relevant procedures, policies and regulations;
- acting on behalf of the Office of the Commissioner in dealings with the Treasury Board of Canada Secretariat, the offices of the Information Commissioner and the Privacy Commissioner of Canada, and other government institutions regarding the application of the above-mentioned legislation;
- preparing annual reports to Parliament, in addition to other statutory reports and documents that may be required by central agencies;
- developing and delivering awareness training to Office of the Commissioner managers and employees aimed at ensuring compliance with the legal obligations set out in the acts and regulations;
- overseeing annual updates to the descriptions of the Office of the Commissioner and its record holdings in *Info Source*;
- representing the Office of the Commissioner by participating in ATIP community forums, such as the Treasury Board Secretariat's ATIP community meetings;
- providing opinions on privacy issues and Privacy Impact Assessments; and
- developing and implementing internal policies, procedures, guidelines and tools.

In accordance with the *Privacy Act*, information collected by the Office of the Commissioner is used only for the purpose for which it was obtained (for example, the names and addresses of individuals who have filed complaints with the Commissioner under the [Official Languages Act](#)). This information allows the Commissioner to share the results of investigations with the parties involved.

The Office of the Commissioner was not party to any service contracts under section 73.1 of the *Privacy Act* during this reporting period.

### **3. Delegation of authority**

A *Privacy Act* Delegation Order was established in March 2018 (see [Appendix A](#)). Pursuant to section 73 of the *Privacy Act*, the Commissioner has delegated his duties and functions as the head of a federal institution under that Act to the persons holding the positions of IM and Access to Information Manager and IM/IT Director.

#### **4. Performance in 2024–2025**

The following section presents portions of the Office of the Commissioner’s 2024–2025 statistical report. Produced in accordance with the *Privacy Act*, this report can be found in [Appendix B](#).

The Office of the Commissioner received nine requests made under the *Privacy Act* during the 2024–2025 reporting period. The Commissioner had no outstanding requests from the previous reporting year (2023–2024), no outstanding requests from more than one reporting period and no requests that were carried over to the next reporting period.

Of the nine requests received, nine (100%) were closed during the reporting period and four (44%) were closed within the prescribed time limit.

More specifically, two requests (22%) were closed within 16 to 30 days; one request (11%) was abandoned within 1 to 15 days, and 1 request (11%) had no existing records and was closed within 1 to 15 days. Finally, three requests (33%) were closed within 31 to 60 days and two requests (22%) were closed within 61 to 120 days.

Regarding the five requests (56%) for which extensions were granted, the large volume of documents to be reviewed presented a significant obstacle to the operation of the ATIP Office.

Of all the requests received, five (56%) were disclosed in full, two (22%) were disclosed in part, one (11%) had no existing records and one (11%) was abandoned.

The Office of the Commissioner did not receive consultation requests from other institutions and organizations.

The Office of the Commissioner was the subject of one complaint, which was resolved.

The statistical report on activities related to the *Privacy Act*, which was submitted to the Treasury Board Secretariat, is attached to this document as [Appendix B](#).

#### **5. Training and awareness**

During the period covered by this annual report, the Office of the Commissioner did not provide any formal training. However, all new employees are informed of their obligations under the *Access to Information Act* and the *Privacy Act* as part of mandatory information management training. The Office of the Commissioner’s ATIP Office also encourages staff to take the Canada School of Public Service course entitled “Access to Information and Privacy Fundamentals – COR502.”

#### **6. Policies, guidelines, and procedures**

The Office of the Commissioner did not issue any new internal directives, policies or procedures during this reporting period. It did not seek any authorizations for a new consistent use or collection of social insurance numbers during the reporting period.

## **7. Initiatives and projects to improve privacy protection**

The Office of the Commissioner of Official Languages (OCOL) has not launched any initiatives aimed at advancing reconciliation with Indigenous peoples or facilitating access to culturally appropriate personal information services for Indigenous requesters.

However, the Office of the Commissioner of Official Languages (the Office of the Commissioner) has adopted the “Duplicate Detective” tool—originally developed by Agriculture and Agri-Food Canada—to enhance the efficiency of document review processes. This application was installed on the computers of access to information and privacy (ATIP) analysts and is designed primarily to identify duplicate working document files, thereby streamlining the reading and analysis of materials.

Following the installation, analysts received training on how to use the tool. However, they had not yet had the opportunity to actively use the application in their daily work during the 2024–2025 reporting period.

## **8. Summary of key issues and responses to complaints**

The Office of the Commissioner was the subject of one complaint, which has been completed and closed. The complaint alleged that information was inappropriately withheld under the *Privacy Act*. The Office of the Privacy Commissioner determined that we had appropriately responded to the request and that no further action was required.

## **9. Material privacy breaches**

The Office of the Commissioner has no material privacy breaches to report for this reporting period.

## **10. Privacy Impact Assessments**

No Privacy Impact Assessments were conducted during this reporting period.

## **11. Public interest disclosures**

No disclosures in the public interest were made during this reporting period.

## **12. Compliance monitoring**

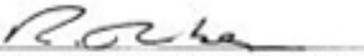
The ATIP Office closely monitors the processing times for requests made under the *Privacy Act*. To that end, it is in constant communication with the assistant commissioners’ offices. They are responsible for activities related to responses to access requests in their branch. Each request is therefore brought to the senior managers’ attention. In addition, each week, the ATIP Office informs the IM/IT Director (ATIP delegate) and the Assistant Commissioner of the Corporate Management Branch. No other control measures were taken during the reporting period.

## APPENDIX A: *Privacy Act* Delegation Order

### Privacy Act Delegation Order

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

<p>The Commissioner of Official Languages, pursuant to section 73 of the <i>Privacy Act</i>,* hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is the Office of the Commissioner of Official Languages, under the section of the Act set out in the schedule opposite each position.</p>	<p>En vertu de l'article 73 de la <i>Loi sur la protection des renseignements personnels</i>,* le Commissaire aux langues officielles délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Commissariat aux langues officielles, investi par les articles de la Loi mentionnés en regard de chaque poste.</p>
<p>SCHEDULE ANNEXE</p>	
<p>POSITION/POSTE</p>	<p>SECTIONS OF THE PRIVACY ACT/ ARTICLES DE LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS</p>
<p>Commissaire Commissioner</p>	<p>Pleine délégation Full delegation</p>
<p>Directeur, Gestion de l'information et de la technologie Director, Information Management and Technology</p>	<p>Pleine délégation à l'exception de 8(2)(j),(m) Full delegation except 8(2)(j),(m)</p>
<p>Gestionnaire, Gestion de l'information et AIPRP Manager, Information Management and ATIP</p>	<p>Pleine délégation à l'exception de 8(2)(j),(m) Full delegation except 8(2)(j),(m)</p>
<p>Coordonnateur, Accès à l'information et protection des renseignements personnels. Coordinator, Access to Information and Privacy</p>	<p>Pleine délégation à l'exception de 8(2)(j),(m) Full delegation except 8(2)(j),(m)</p>
<p>Dated, at the City of Gatineau this ___ day of March, 2018.</p>	<p>Daté, en la ville de Gatineau, ce ___ jour de mars, 2018.</p>

  
 Raymond Thérberge, Commissioner of Official Languages/  
 Commissaire aux langues officielles

\*S.C.1980-81-82-83,C.111

**APPENDIX B: 2024–2025 Statistical Report**  
**Statistical Report on the *Privacy Act***

**Name of institution:** Office of the Commissioner of Official Languages

**Reporting period:** 2024-04-01 to 2025-03-31

**Section 1 – Requests under the *Privacy Act***

**1.1 Number of Requests**

		<b>Number of Requests</b>
Received during reporting period		9
Outstanding from previous reporting period		0
• Outstanding from previous reporting period	0	
• Outstanding for more than one reporting period	0	
<b>Total</b>		<b>9</b>
Closed during reporting period		9
Carried over to next reporting period		0
• Carried over to next reporting period, within the time limits set out in the Act	0	
• Carried over to the next reporting period, beyond the time limits set out in the Act	0	

## 1.2 Method of requests

Method	Number of Requests
Online	9
Email	0
Mail	0
In person	0
Telephone	0
Fax	0
<b>Total</b>	9

## Section 2 – Informal Requests

### 2.1 Number of informal requests

		Number of Requests
Received during reporting period		0
Outstanding from previous reporting period		0
• Outstanding from previous reporting period	0	
• Outstanding for more than one reporting period	0	
<b>Total</b>		0
Closed during reporting period		0
Carried over to next reporting period		0

## 2.2 Method of informal requests

Source	Number of Requests
Online	0
Email	0
Mail	0
In person	0
Telephone	0
Fax	0
<b>Total</b>	<b>0</b>

## 2.3 Processing time for informal requests

Processing Time							
0 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 disclosed informally

Fewer Than 100 Pages Disclosed		100 to 500 Pages Disclosed		501 to 1,000 Pages Disclosed		1,001 to 5,000 Pages Disclosed		More Than 5,000 Pages Disclosed	
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
0	0	0	0	0	0	0	0	0	0

## Section 3 – Requests closed during reporting period

### 3.1 Disposition and processing time

Disposition of Requests	Processing Time							Total
	0 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	2	3	0	0	0	0	5
Disclosed in part	0	0	0	2	0	0	0	2
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	1	0	0	0	0	0	0	1
Request abandoned	1	0	0	0	0	0	0	1
Neither confirmed nor denied	0	0	0	0	0	0	0	0
<b>Total</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9</b>

### 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	2
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 documents disclosed

Paper	Electronic				Other
	Electronic Document	Data Set	Video	Audio	
0	7	0	0	0	0

### 3.5 Complexity

#### 3.5.1 Relevant pages processed and disclosed in paper and electronic formats

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
690	240	8

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

Disposition	Less Than 100 Pages Processed		100 to 500 Pages Processed		501 to 1,000 Pages Processed		1,001 to 5,000 Pages Processed		More Than 5,000 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	5	118	0	0	0	0	0	0	0	0
Disclosed in part	1	80	1	492	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	1	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>	<b>7</b>	<b>198</b>	<b>1</b>	<b>492</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**3.5.3 Relevant minutes processed and disclosed in audio format**

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

**3.5.4 Relevant minutes processed by size of requests in audio format, by type of request processing**

Disposition	Fewer Than 60 Minutes Processed		60 to 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 in video format**

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

**3.5.6 Relevant minutes processed by size of requests in video format, by type of request processing**

Disposition	Fewer Than 60 Minutes Processed		60 to 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**

Disposition	Consultation Required	Legal Opinion	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 Requests closed

#### 3.6.1 Number of requests closed within the time limits set out in the *Privacy Act*

Number of requests closed within the time limits set out in the <i>Privacy Act</i>	4
Percentage of requests closed within the time limits set out in the <i>Privacy Act</i> (%)	44.44

### 3.7 Deemed refusals

#### 3.7.1 Reasons for not meeting the time limits set out in the *Privacy Act*

Number of Requests Closed Past the Time Limits Set Out in the <i>Privacy Act</i>	Primary Reason			
	Interference With Operations/Workload	External Consultation	Internal Consultation	Other
5	5	0	0	0

**3.7.2 Requests closed past the time limits set out in the *Privacy Act* (with or without extensions)**

<b>Number of Days Past the Time Limits Set Out in the <i>Privacy Act</i></b>	<b>Number of Requests Closed Past the Time Limits Set Out in the <i>Privacy Act</i> With No Extension</b>	<b>Number of Requests Closed Past the Time Limits Set Out in the <i>Privacy Act</i> With an Extension</b>	<b>Total</b>
1 to 15 days	2	0	2
16 to 30 days	1	2	3
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>	<b>3</b>	<b>2</b>	<b>5</b>

**3.8 Requests for translation**

<b>Requests for Translation</b>	<b>Accepted</b>	<b>Refused</b>	<b>Total</b>
English to French	0	0	0
French to English	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Section 4 – Disclosures under subsections 8(2) and 8(5)</b>			
<b>Paragraph 8(2)(e)</b>	<b>Paragraph 8(2)(m)</b>	<b>Subsection 8(5)</b>	<b>Total</b>
0	0	0	0

## Section 5 – Requests for correction of personal information and notations

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

## Section 6 – Extensions

### 6.1 Reasons for extensions

Number of extensions applied	15(a)(i) Interference With Operations				15(a)(ii) Consultation			15(b) Translation Purposes or Conversion
	In-depth Review Required to Determine Exemptions	Large Volume of Pages	Large Volume of Requests	Documents Difficult to Obtain	Cabinet Confidence Documents (section 70)	External	Internal	
5	0	0	0	0	0	0	5	0

6.2 Length of extensions

Length of Extensions	15(a)(i) Interference With Operations				15(a)(ii) Consultation			15(b) Translation Purposes or Conversion
	In-depth Review Required to Determine Exemptions	Large Volume of Pages	Large Volume of Requests	Documents Difficult to Obtain	Cabinet Confidence Documents (section 70)	External	Internal	
1 to 15 days	0	0	0	0	0	0	2	0
16 to 30 days	0	0	0	0	0	0	3	0
More than 31 days	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	5	0

## Section 7 – Consultation requests received from other institutions and organizations

### 7.1 Consultation requests received from other Government of Canada institutions and other organizations

<b>Consultations</b>	<b>Other Government of Canada Institutions</b>	<b>Number of Pages to Review</b>	<b>Other Organizations</b>	<b>Number of Pages to Review</b>
Received during reporting period	0	0	0	0
Outstanding from previous reporting period	0	0	0	0
<b>Total</b>	0	0	0	0
Closed during reporting period	0	0	0	0
Carried over within the time limits negotiated for the next reporting period	0	0	0	0
Carried over beyond the time limits negotiated for the next reporting period	0	0	0	0

### 7.2 Recommendations and processing time for consultation requests received from other Government of Canada institutions

Recommendation	Number of Days Required to Process Consultation Requests							Total
	0 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
<b>Total</b>	0	0	0	0	0	0	0	0

### 7.3 Recommendations and completion time for consultation requests received from other organizations

Recommendation	Number of Days Required to Process Consultation Requests							Total
	0 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
<b>Total</b>	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 to 500 Pages Processed		501 to 1,000 Pages Processed		1,001 to 5,000 Pages Processed		More Than 5,000 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 to 500 Pages Processed		501 to 1,000 Pages Processed		1,001 to 5,000 Pages Processed		More Than 5,000 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 – Complaint and investigation notices received**

Section 31	Section 33	Section 35	Court action	Total
1	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	4	0	0	0
Central	0	0	0	0
<b>Total</b>	<b>4</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 the Treasury Board Secretariat	0
Number of material privacy breaches reported to the Office of the Privacy Commissioner	0

### 11.2 Non-material privacy breaches reported

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		\$48,200
Overtime		\$0
Goods and services		\$0
• Professional services contracts	\$0	
• Other	\$0	
<b>Total</b>		<b>\$48,200</b>

### 12.2 Human resources

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	0.000
Part-time and casual employees	0.300
Regional employees	0.000
Consulting and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>0.300</b>

**N.B.** Please note that corrections have been made to the statistical report in Appendix B included in the annual report because of data entry errors during initial drafting of the statistical report. The total number of informal requests has been changed from 19 to zero. Therefore, updates have been made in sections 2.1 through 2.4. In addition, the number of consultation requests was changed from nine to zero in sections 7.1 and 7.2, and a request made under section 31 was added to section 9 (Complaint and investigation notices received), raising the total from zero to one. An update was also made to section 2.2 of the supplementary statistical report to raise the number of complaints received in 2024–2025 from zero to one.