



National Security  
and Intelligence  
Review Agency

Office de surveillance des  
activités en matière de sécurité  
nationale et de renseignement

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**2021 - 2022**

**Annual Report to Parliament on  
the *Privacy Act***

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**National Security and Intelligence Review Agency**

**April 1, 2021 to March 31, 2022**

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## Introduction

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The *Privacy Act* gives individuals the right to access information about themselves that is held by the National Security and Intelligence Review Agency Secretariat, subject to certain specific and limited exceptions. The *Privacy Act* also protects the privacy of individuals by giving them substantial control over the collection, use, and disclosure of their personal information and by preventing others from having access to that information.

Section 72 of the act requires the head of each government institution to prepare an annual report on the administration of the act within the institution and to submit the report to Parliament.

This report to Parliament, which is prepared and tabled in accordance with Section 72 of the *Privacy Act* describes the activities of the National Security and Intelligence Review Agency Secretariat in administering the Act during the period of April 1, 2021 to March 31, 2022.

If you require more information or wish to make a request under the *Access to Information Act* or the *Privacy Act*, please direct your inquiries to the following:

Access to Information and Privacy Office  
National Security and Intelligence Review Agency  
P.O. Box 2430, Station “D”  
Ottawa, Ontario, K1P 5W5  
Email: [ATIP@nsira-ossnr.gc.ca](mailto:ATIP@nsira-ossnr.gc.ca)

## Who We Are

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Established in July 2019, NSIRA is an independent agency that reports to Parliament and conducts investigations and reviews of the federal government’s national security and intelligence activities.

The NSIRA Secretariat assists the Review Agency in fulfilling its mandate.

### **Mandate**

NSIRA has a dual mandate to conduct reviews and investigations in relation to Canada’s national security or intelligence activities.

## Reviews

NSIRA's review mandate is broad, as outlined in subsection 8(1) of the *National Security and Intelligence Review Agency Act (NSIRA Act)*. This mandate includes reviewing the activities of both the Canadian Security Intelligence Service (CSIS) and the Communications Security Establishment (CSE), as well as the national security- or intelligence-related activities of any other federal department or agency. This includes, but is not limited to, the national security or intelligence activities of the Royal Canadian Mounted Police (RCMP), the Canada Border Services Agency (CBSA), the Department of National Defence (DND) and Canadian Armed Forces (CAF), Global Affairs Canada (GAC), and the Department of Justice. Further, NSIRA may review any national security or intelligence matters that a minister of the Crown refers to NSIRA.

NSIRA reviews assess whether Canada's national security and intelligence activities comply with relevant laws, policies, and ministerial directions, and whether they are reasonable and necessary. In conducting its reviews, NSIRA can make any findings or recommendations it considers appropriate.

## Investigations

NSIRA is responsible for investigating national security or intelligence-related complaints from members of the public. As outlined in paragraph 8(1)(d) of the *NSIRA Act*, NSIRA has the mandate to investigate complaints about:

- any activity of CSIS or of CSE;
- decisions to deny or revoke certain federal government security clearances;
- any complaint referred under subsection 45.53(4.1) or 45.67(2.1) of the Royal Canadian Mounted Police Act,
- reports made under section 19 of the Citizenship Act, and
- matters referred under section 45 of the Canadian Human Rights Act.

## Access to Information and Privacy Office

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NSIRA's ATIP Office is accountable for the development and implementation of effective policies, guidelines, systems, and procedures to ensure that the NSIRA Secretariat meets its responsibilities under the *Access to Information Act* and the *Privacy Act*.

For the reporting period, the NSIRA ATIP office consisted of:

- 1 full-time ATIP Coordinator
- 1 part-time ATIP Consultant
- 1 full-time Senior Director, who managed the ATIP office in addition to fulfilling normal duties as Senior Director of Corporate Services

NSIRA Legal Services supported the ATIP team on an as required basis.

The main activities of the ATIP Coordinator included:

- monitoring compliance with ATIP legislation and relevant procedures and policies;
- processing requests under both the *Access to Information Act* and the *Privacy Act*;
- developing and maintaining policies, procedures, and guidelines to ensure that the NSIRA Secretariat respected the *Access to Information Act* and the *Privacy Act*;
- maintaining Personal Information Banks and conducting privacy impact assessments.
- preparing annual reports to Parliament and other statutory reports, as well as other material that might be required by central agencies; and
- representing the NSIRA Secretariat in dealings with the Treasury Board of Canada Secretariat, the information and privacy commissioners, and other government departments and agencies in matters pertaining to the *Access to Information Act* and the *Privacy Act*.

To assist the ATIP Office in meeting its legislative obligations, NSIRA relied on a collaborative internal group of subject matter points of contact from all its branches.

## Delegation Order

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The Executive Director, as the Head of the National Security and Intelligence Review Agency Secretariat and pursuant to subsection 73(1) of the *Privacy Act*, is responsible for the implementation of the *Privacy Act* for NSIRA. Through the most recent NSIRA delegation order, the

Executive Director has designated the ATIP Coordinator and ATIP Officer to perform the powers, duties, functions, or administrative tasks pertaining to the *Privacy Act*. These functions have limited delegation of authority under the Act and the ATIA, in accordance with the delegation of authority instrument approved by the Executive Director in August 2022. The recently amended *Privacy Act* delegation order can be found in Appendix A.

## Performance and Statistical Overview

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### **Performance in Processing Privacy Requests**

During the reporting period, the number of privacy requests received by NSIRA increased by 75% (7) compared to the previous year (4). All requests were completed in 2021-22, and no requests were carried over the next year.

NSIRA's responses to most requests required intensive review of complex records, including extensive internal and external consultations. In 2021-22, NSIRA's on-time response rate decreased to 71% from 75% in the previous reporting year.

### **Consultations**

NSIRA received one new consultation request from another government institution which was responded within 30 days of its receipt.

### **Corrections and Notations**

For this reporting period, NSIRA did not receive any requests for corrections of personal information.

### **Complaints and Investigations of Privacy Requests**

NSIRA did not receive any complaints pursuant to the *Privacy Act* during this reporting period. However, one investigation was initiated by the Office of the Privacy Commissioner (OPC) concerning the cyber-attack discussed under the "Breaches" section below.

### **Training**

In 2021-22, the ATIP office provided orientation sessions to new and current employees. In all, 3 separate sessions on access and privacy legislation were provided to 60 employees.

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

During the reporting period, the NSIRA Secretariat:

- Initiated work on a Privacy Policy, a Privacy Protocol, and on a Privacy Breach Plan and Procedures; and
- Submitted a request to the Treasury Board Secretariat (TBS) for the approval of changes respecting Personal Information Banks.

## **Monitoring Processing Time**

Request processing times are monitored through the Access Pro software dashboard. The ATIP Coordinator notifies the Executive Director and suggests a course of action should any legislative timelines for responding to a *Privacy Act* request appear to be at risk.

## **Breaches**

In March 2021, NSIRA was the victim of a cyber-attack on its public-facing network. As required by the TBS' Directive on Privacy Practices, NSIRA reported the breach to the OPC and the TBS. Consistent with the *Privacy Act*, TBS requirements and advice from the OPC, the affected individuals were notified of the breach and how it could affect them.

## **Privacy Impact Assessments**

NSIRA has completed a Privacy Impact Assessment (PIA) of its operations.

NSIRA is in the process of completing a PIA regarding its complaint investigation process.

## **Disclosure of Personal Information Under Section 8(2)**

No disclosures were made pursuant to subsection 8(2) during the reporting period.

## Appendix A: Delegation Order

### Access to Information Act Delegation Order

The Executive Director of the National Security and Intelligence Review Agency Secretariat, pursuant to section 95 of the *Access to Information Act*\*, hereby delegates the persons holding the positions or acting in the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Executive Director of the National Security and Intelligence Review Agency Secretariat as the head of a government institution under the provision of the *Access to Information Act* or the *Access to Information Regulations* set out in the schedule opposite each position.

SCHEDULE	
POSITION	PROVISION OF THE ACCESS TO INFORMATION ACT OR THE ACCESS TO INFORMATION REGULATIONS
Executive Director National Security and Intelligence Review Agency Secretariat	<u>Access to Information Act</u> 4(2.1), 6.1(1), 6.1(1.3), 6.1(1.4), 6.1(2), 7, 8(1), 9, 10, 11(2), 12(2)(b), 12(3)(b), 13, 14, 15, 16, 16.5, 17, 18, 18.1, 19, 20, 21, 22, 22.1, 23, 23.1, 24, 25, 26, 27(1), 27(4), 28(1)(b), 28(2), 28(4), 33, 35(2)(b), 37(4), 41(2), 43(2), 44(2), 52(2), 52(3), 94(1), 94(4), 96(3), 96(4), 96(5) <u>Access to Information Regulations</u> 6(1), 8, 8.1
Office Manager National Security and Intelligence Review Agency Secretariat	<u>Access to Information Act</u> 4(2.1), 7, 8(1), 9, 11(2), 12(2)(b), 12(3)(b), 19, 27(1), 27(4), 28(1)(b), 28(2), 28(4), 33, 35(2)(b), 94(1), 94(4) <u>Access to Information Regulations</u> 6(1), 8, 8.1
ATIP Officer National Security and Intelligence Review Agency Secretariat	<u>Access to Information Act</u> 4(2.1), 7, 8(1), 9, 11(2), 12(2)(b), 12(3)(b), 19, 27(1), 27(4), 28(1)(b), 28(2), 28(4), 33, 35(2)(b), 94(1), 94(4) <u>Access to Information Regulations</u> 6(1), 8, 8.1

\*1980-81-82-83, c. 111, Sch. I; R.S.C., 1985, c. A-1

### Privacy Act Delegation Order

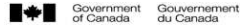
The Executive Director of the National Security and Intelligence Review Agency Secretariat, pursuant to section 73 of the *Privacy Act*\*, hereby delegates the persons holding the positions or acting in the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Executive Director of the National Security and Intelligence Review Agency Secretariat as the head of a government institution under the provision of the *Privacy Act* or the *Privacy Regulations* set out in the schedule opposite each position.

SCHEDULE	
	22.3, 23, 24, 25, 26, 27, 27.1, 28, 33(2), 35(4), 51(2)(b), 72(1), 72(4) <u>Privacy Regulations</u> 9, 11(2), 11(4), 13(1), 14
Office Manager National Security and Intelligence Review Agency Secretariat	<u>Privacy Act</u> 9(4), 10, 14, 15, 17(2)(b), 17(3)(b), 18(2), 26, 33(2), 72(1), 72(4) <u>Privacy Regulations</u> 9
ATIP Officer National Security and Intelligence Review Agency Secretariat	<u>Privacy Act</u> 9(4), 10, 14, 15, 17(2)(b), 17(3)(b), 18(2), 26, 33(2), 72(1), 72(4) <u>Privacy Regulations</u> 9

\*1980-81-82-83, c. 111, Sch. II; R.S.C., 1985, c. P-21



# Appendix B: 2021–22 Statistical Report on the *Privacy Act*



## Statistical Report on the *Privacy Act*

Name of institution: National Security and Intelligence Review Agency

Reporting period: 2021-04-01 to 2022-03-31

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

#### 1.1 Number of requests received

		Number of Requests
Received during reporting period		7
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
<b>Total</b>		<b>7</b>
Closed during reporting period		7
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	4
E-mail	3
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>7</b>

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

### 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	1	2	0	0	0	3
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	2	2	0	0	0	0	0	4
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	2	2	1	2	0	0	0	7

### 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)	1	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	1
20	0	22.2	0	27.1	0
21	2	22.3	0	28	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	
1	2	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
768	768	3

**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	1	71	2	697	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>	1	71	2	697	0	0	0	0	0	0

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

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

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

Disposition	Less than 60 Minutes processed		60-120 Minutes processed		More than 120 Minutes processed	
	Number of requests	Minutes Processed	Number of requests	Minutes Processed	Number of requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0

3.5.5 Relevant minutes processed and disclosed for video formats

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

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

Disposition	Less than 60 Minutes processed		60-120 Minutes processed		More than 120 Minutes processed	
	Number of requests	Minutes Processed	Number of requests	Minutes Processed	Number of requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0

3.5.7 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Interwoven Information	Other	Total
All disclosed	0	0	0	0	0
Disclosed in part	2	0	0	0	2
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>	2	0	0	0	2

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

Number of requests closed within legislated timelines	5
Percentage of requests closed within legislated timelines (%)	71.42857143

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
2	0	2	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	2	2
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	2	2

**3.8 Requests for translation**

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

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

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

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

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

**Section 6: Extensions**

**6.1 Reasons for extensions**

Number of requests where an extension was taken	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	
3	0	0	0	0	0	3	0	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
	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	3	0	0
31 days or greater	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	3	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	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	1	52	0	0
Outstanding from the previous reporting period	0	0	0	0
<b>Total</b>	1	52	0	0
Closed during the reporting period	1	52	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	1	0	0	0	0	0	1
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	1	0	0	0	0	0	1

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

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
<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		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**8.2 Requests with Privy Council Office**

Number of Days	Fewer Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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	1
Number of PIAs modified	0

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

Personal Information Banks	Active	Created	Terminated	Modified
Institution-specific	2	0	0	0
Central	0	0	0	0
<b>Total</b>	<b>2</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	1
Number of material privacy breaches reported to OPC	1

**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	\$24,082
Overtime	\$0
Goods and Services	\$97,006
• Professional services contracts	\$97,006
• Other	\$0
<b>Total</b>	<b>\$121,088</b>

**12.2 Human Resources**

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	0.300
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.500
Students	0.000
<b>Total</b>	<b>0.800</b>

Note: Enter values to three decimal places.

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



Government of Canada  
Gouvernement du Canada

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

Name of institution: National Security and Intelligence Review Agency

Reporting period: 2021-04-01 to 2022-03-31

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

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

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

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

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

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

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

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

Canada