



REPORT ON THE PRIVACY ACT

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| Institution Department of External Affairs | Reporting period April 1/86 - March 31/87 |
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| Requests under the Privacy Act | | II Disposition of requests completed | | | |
|-----------------------------------|----|--------------------------------------|----|-----------------------------|----|
| Received during reporting period | 90 | 1. All disclosed | 37 | 6. Insufficient information | |
| Outstanding from previous period | 7 | 2. Disclosed in part | 13 | 7. Abandoned | 2 |
| TOTAL | 97 | 3. Nothing disclosed (excluded) | | 8. Does not exist | 16 |
| Completed during reporting period | 77 | 4. Nothing disclosed (exempt) | 5 | 9. Transferred | 1 |
| Carried forward | 20 | 5. Unable to process | 3 | TOTAL | 77 |

| III Exemptions invoked | | | | IV Exclusions cited | |
|------------------------|---|---------------|---|---------------------|---|
| S. 18 (2) | | S. 21 | 3 | S. 23 (b) | |
| S. 19 (1) (a) | 4 | S. 22 (1) (a) | 5 | S. 24 | |
| (b) | | (b) | 8 | S. 25 | 1 |
| (c) | | (c) | | S. 26 | 9 |
| (d) | | S. 22 (2) | 1 | S. 27 | |
| S. 20 | | S. 23 (a) | | S. 28 | |
| | | | | S. 69 (1) (a) | |
| | | | | (b) | |
| | | | | S. 70 (1) (a) | |
| | | | | (b) | |
| | | | | (c) | |
| | | | | (d) | |
| | | | | (e) | |
| | | | | (f) | |

| V Completion time | | VI Extensions | | | VII Translations | | | VIII Method of access | |
|-------------------|----|------------------------------|------------------|-----------------|-----------------------|-------------------|---|------------------------|----|
| 30 days or under | 42 | | 30 days or under | 31 days or over | Translation requested | | | Copies given | 49 |
| 31 to 60 days | 17 | Interference with operations | 5 | | Translation prepared | English to French | | Examination | |
| 61 to 120 days | 16 | Consultation | 1 | | | French to English | 2 | Copies and examination | 1 |
| 121 days or over | 2 | Translations | | | | | | | |
| | | TOTAL | 6 | | | | | | |

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| IX Correction and notation | | |
| Corrections requested | 19 | Corrections made |
| | | Notation attached |
| | | 19 |

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|---------------------------------------|-----------|
| X Costs | |
| Financial (all reasons) | |
| Salary | \$ 33,950 |
| Administrative (O and M) | \$ 494 |
| TOTAL | \$ 34,444 |
| Person year utilization (all reasons) | |
| Person year (decimal format) | 0.6 |

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| XI Complaints to privacy commissioner | |
| Complaints activity | |
| Outstanding from previous period | 5 |
| Number initiated during period | 3 |
| Number completed during period | 6 |
| Number carried forward | 2 |
| Reasons for complaints | |
| Use and disclosure | |
| Non disclosure | 3 |
| Extension | |
| Publication | |
| Denial of translation | |
| Time to prepare translation | |
| Other | |

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| Complaints to privacy commissioner (con't) | |
| Disposition of complaints | |
| Complaint unjustified | |
| Concurrence with institution | 3 |
| No finding | |
| Recommendation accepted | 3 |
| Recommendation rejected | |
| Number of new exempt banks | 0 |

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| XII Appeals to Federal Court | |
| Outstanding from previous period | 1 |
| Number initiated during period | - |
| Number completed during period | - |
| Number carried forward | 1 |