

FORMAL/INFORMAL INTERFACE

There is no change since last year's report. Employees of the Department continue to be able to access personnel files on an informal basis usually without recourse to the Coordinator. Requests from individuals have been handled as expeditiously as possible formally and informally.

DESIGNATION ORDER

There is no change since the last report. Attached as Annex D is the current list of officials, by title, who have been designated by the Minister to exercise powers under the Act. This takes into account departmental changes and the appointment of a new Minister.

DISCLOSURES UNDER 8(2)(E)

One hundred and forty-two (142) requests for disclosure under Section 8(2)(e) of the Privacy Act were received by the Department from federal investigative bodies. Such requests are ordinarily complied with provided they are submitted in writing and meet the necessary requirements.

USE AND DISCLOSURE

As the Department of External Affairs controls only a limited number of Personal Information Banks, the implementation of the Use and Disclosure code with respect to personal information has not been a problem.

AUDITS

The Office of the Privacy Commissioner conducted an audit of personal information holdings of the Department in 1990-91 and generally was satisfied with the Department's practices. Recommendations for improvements are being implemented. An audit of holdings at selected posts abroad is projected for FY 92-93.

COURT CASES

A suit by an individual against External Affairs concerning a refusal to confirm or deny an action involving personal information is awaiting a hearing. This is the only outstanding case.