

- advice and recommendations connected with the above information
- information involving security and intelligence or the security clearance process.

Under no circumstances may information be classified in order to conceal violations of law, inefficiency or administrative error, to avoid embarrassment or to restrain competition.

Information designated as PROTECTED (SENSITIVE)

Certain information cannot be disclosed under the access and privacy legislation because of the injury disclosure could cause to particular public or private interests. This information must be designated as PROTECTED (SENSITIVE) if it could reasonably be expected to qualify for an exemption under the access and privacy legislation because it involves:

- law enforcement investigations
- the safety of an individual
- the government's competitive position
- research, testing procedures and audits
- the business information of a third party
- solicitor-client privilege
- other levels of government (and was given in confidence)
- medical records
- individual members of the public or federal employees
- matters that other laws, like the *Statistics Act*, prohibit disclosing

Information designated as PROTECTED – PERSONAL

The Government Security Policy makes a special point that all personal information must be given enhanced protection.

Certain information about departmental employees is sensitive and must receive enhanced protection, such as

- salaries (other than salary ranges)
- appraisals
- medical records
- conflict of interest declarations