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Nunavunmi Parnaiyiit  
Nunavut Planning Commission  
Commission d'Aménagement du Nunavut

# **NUNAVUT PLANNING COMMISSION**

## **ANNUAL REPORT**

### **ON THE ADMINISTRATION OF**

### **THE PRIVACY ACT**

**APRIL, 1 2018 – MARCH 31, 2019**

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## 1. Introduction

The following Annual Report outlines the Nunavut Planning Commission's (the NPC) organizational structure, procedural updates and activities as they relate to the *Privacy Act* (the Act) for the 2018-19 reporting period. This report has been prepared and tabled in Parliament in accordance with section 72 of the Act.

The purpose of the *Privacy Act* is to ensure the protection and responsible usage of personal information held by Canadian government institutions. The Act “gives Canadian citizens, permanent residents, and individuals present in Canada the right to access their personal information held by government institutions that are subject to the Act, and protects that information against unauthorized collection, use, retention and disclosure”<sup>1</sup> and as a result provides individuals with greater control over their personal information held by government institutions in Canada.

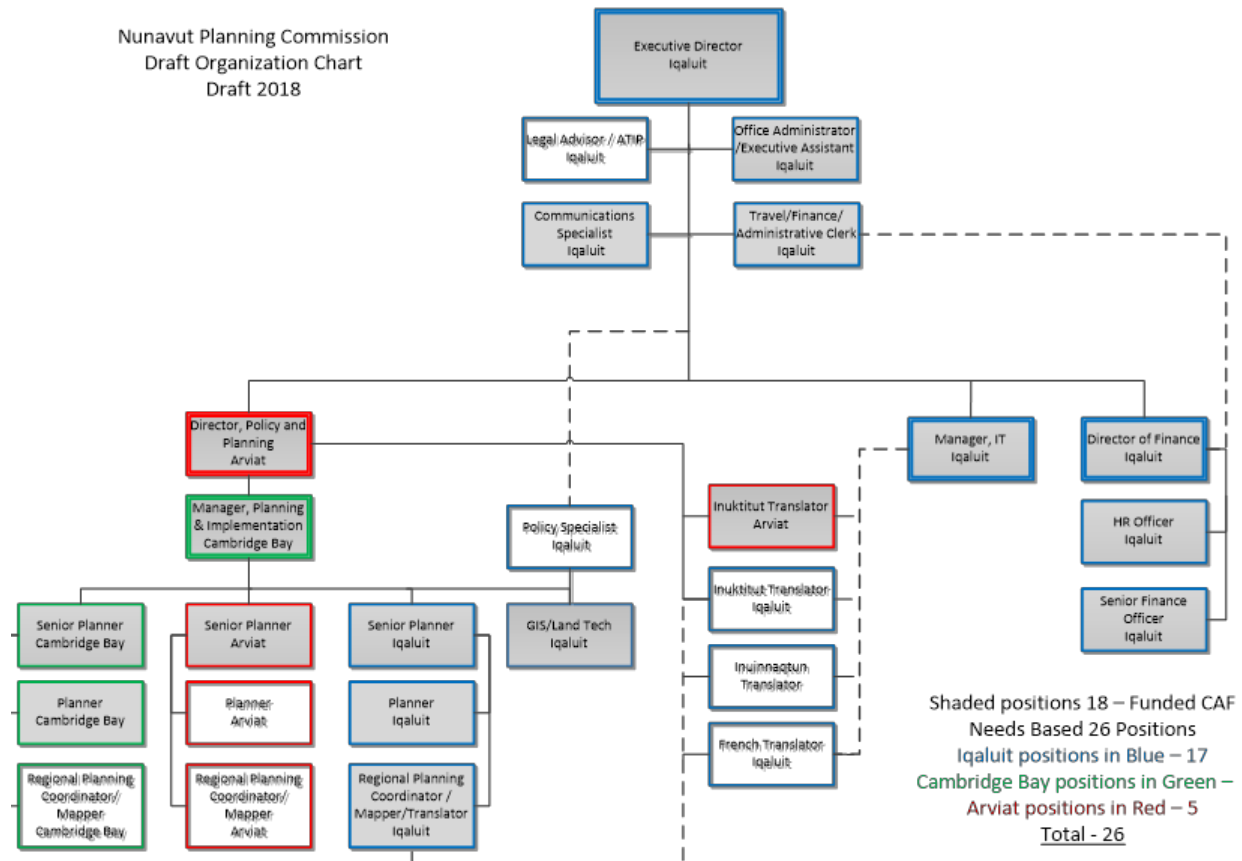
The NPC is an institution of public government created by the *Nunavut Agreement* to assess the potential impacts of proposed development in the Nunavut Settlement Area prior to approval of the required project authorizations. Using both traditional knowledge and recognized scientific methods, the NPC assesses the potential biophysical and socio-economic impact of proposals and will make recommendations and decisions about which projects may proceed. The Board may also establish monitoring programs for projects that have been assessed and approved to proceed. The NPC's mandate and authority comes from Article 12 of the *Nunavut Agreement* and the *Nunavut Planning and Project Assessment Act*.

The NPC is committed to ensuring the privacy of the personal information it collects through its processes. Though the NPC collects a relatively small amount of personal information and has yet to receive a Personal Information Request, it maintains a strong set of policies and procedures to ensure its adherence to the Act

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<sup>1</sup> <https://www.canada.ca/en/treasury-board-secretariat/services/access-information-privacy.html>

## 2. Organizational Structure



The NPC is a relatively small organization with 18 staff members reporting to a Board of Directors. It is organized into four (5) departments with the Executive Department overseeing the Finance and Administration, IT, Planning & Policy, and Translation Departments.

There are two (2) staff members directly responsible for ensuring adherence to the *Privacy Act* (the Act); the Executive Director and the Legal Advisor/ATIP Officer (the ATIP Officer).

The role of the Executive Director, as it pertains to the Act, is to ensure the NPC is adhering to its responsibilities under the Act and to provide final approval of all responses to Personal Information (PI) requests. The Executive Director also manages any consultations from other government institutions and agencies relating to the Act.

The ATIP Officer's responsibilities relating to the Act include coordinating responses on behalf of the NPC's Chairperson as Head of the Institution (*Access to Information Act, Heads of Government Institutions Designation Order SI/83-113*) as well as the NPC's Executive Director to ensure that the Institution's responsibilities under the *Access to Information Act* are met. The ATIP Officer reports directly to the Executive Director.

The activities of the NPC's ATIP Office mainly consist of:

- processing requests for information submitted under the *Access to Information Act*;
- promoting awareness to ensure NPC Staff understand their roles and responsibilities;
- preparing annual reports to Parliament;
- monitoring compliance in regards to the Act;
- coordinating the resolution of any complaints against the NPC which have been submitted to the Information Commissioner under the *Access to Information Act*;
- supporting the NPC in meeting its commitments to openness and transparency through the release of information via informal avenues;
- handles informal requests for Access to Information. An informal request is a request for information that is not made or processed under the Act. Fees cannot be charged under the Act and there are no deadlines for responding to these requests. In addition, the requestor has no statutory right of complaint.

The ATIP Officer is the sole person to operate on behalf of the ATIP Office. The ATIP Officer may liaise with NPC Staff for the purpose of identification and classification of certain records of information.

### **3. Delegation Order**

The powers and responsibilities of the NPC's Executive Director under the *Privacy Act* (the Act) have not been formally delegated using a delegation order. However, as stated above, ATIP Officer's job description includes duties related to the Act.

### **4. Interpretation of the Statistical Report, 2018-19**

The NPC submitted its 2018-19 Statistical Report to the Treasury Board Secretariat (TBS) by email on May 31, 2019. As indicated in the report, the NPC received two Personal Information (PI) requests during the reporting period.

This relative small number of PI requests is understandable, as the NPC collects a relatively small amount of private personal information. This is partly due to efforts taken by the NPC to limit the personal information it collects to only what is required for operations, in adherence to the *Privacy Act*, and because a significant portion of the NPC's processes are highly public in nature. For example, personal opinions expressed by members of the public during the NPC's review processes are given with the full understanding that they are being made in a public forum and will be made available in public documents such as comment forms and hearing transcripts. The majority of the private personal information that the NPC does manage is collected in the service of staffing and human resources, such as resumes, identification, or financial information required for payment. The NPC maintains a strong set of policies and procedures to safeguard this type of information.

The cost indicated in the statistical report (\$21,738.94) expresses one tenth (0.10) of the salary of the Legal Advisor/ATIP. This cost relates to this position's duties relating to both the *Access to Information Act* and the *Privacy Act*. This figure does not include the salaries of staff members who may be involved in internal consultations relating to ATIP requests.

The dispositions and completion time regarding the two PI requests is 20 days, and no: fee charged, exemptions, exclusions, extensions or consultations.

A copy of the NPC's 2018-19 statistical report can be found in Annex A.

## **5. Training and Awareness**

No formal training was provided by the ATIP Office in regards to Access to Information during the reporting period. New employees as part of their orientation package receive training within their department on an as needed basis.

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

During the 2018-19 reporting period, the NPC began the process of onboarding to the ATIP Online Request Service (AORS). The AORS is an online platform that the public can use to submit ATIP requests to a wide range of Federal Government institutions with the purpose of streamlining the ATIP submission process. The NPC is supportive of the AORS initiative as it promises to provide an efficient system for users and increase transparency across a wide range of institutions.

To ensure the system remains streamlined, the NPC will be phasing out its online ATIP tool in 2019-20. The NPC, however, will maintain its current Information Requests page on its website for reporting purposes and will provide a link to the AORS website for users. Additionally, the NPC plans to use this page to outline alternative methods of accessing information held by the NPC in an effort to reduce the number of ATIP requests that pertain to documents that are already publicly available.

No other changes were made to the NPC's policies, guidelines, procedures and initiatives as they relate to the *Privacy Act* during the 2018-19 reporting period.

## **7. Summary of Key Issues and Actions Taken on Complaints or Audits**

The NPC received no complaints, audits or investigations during the reporting period.

## **8. Monitoring Compliance**

In the event of a Personal Information (PI) request, the NPC would ensure its adherence to the timelines required by the *Privacy Act* by maintaining regular communication between the ATIP Officer and the Executive Director.

## **9. Material Privacy Breaches**

No material privacy breaches were reported to the Office of the Privacy Commissioner or the Information and Privacy Policy Division, Treasury Board of Canada Secretariat during the 2018-19 reporting period.

## **10. Privacy Impact Assessments**

The NPC did not perform any Privacy Impact Assessments during the 2018-19 reporting period.

## **11. Public Interest Disclosures**

No public interest disclosures were made under paragraph 8 (2) (m) of the *Privacy Act* during the reporting period.

Should you have any questions or require clarification on specific points within this report, please contact the undersigned directly at (867) 979-8252 or via email at [sehaloak@nunavut.ca](mailto:sehaloak@nunavut.ca).

Sincerely,

*<original signed by :>*

Sharon Ehaloak Executive Director  
Nunavut Planning Commission

## ANNEX A

### Statistical Report on the *Privacy Act*

**Name of institution:** Nunavut Planning Commission

**Reporting period:** 2018-04-01 to 2019-03-31

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

|  | Number of Requests |
|--|--------------------|
| Received during reporting period           | 0                  |
| Outstanding from previous reporting period | 0                  |
| <b>Total</b>                               | <b>0</b>           |
| Closed during reporting period             | 0                  |
| Carried over to next reporting period      | 0                  |

#### **Part 2: Requests Closed During the Reporting Period**

##### **2.1 Disposition and completion time**

| Disposition of Requests      | Completion Time |                     |                     |                      |                       |                       |                             | Total    |
|------------------------------|-----------------|---------------------|---------------------|----------------------|-----------------------|-----------------------|-----------------------------|----------|
|                              | 1 to 15<br>Days | 16 to<br>30<br>Days | 31 to<br>60<br>Days | 61 to<br>120<br>Days | 121 to<br>180<br>Days | 181 to<br>365<br>Days | More<br>Than<br>365<br>Days |          |
| All disclosed                | 0               | 0                   | 0                   | 0                    | 0                     | 0                     | 0                           | 0        |
| Disclosed in part            | 0               | 0                   | 0                   | 0                    | 0                     | 0                     | 0                           | 0        |
| All exempted                 | 0               | 0                   | 0                   | 0                    | 0                     | 0                     | 0                           | 0        |
| All excluded                 | 0               | 0                   | 0                   | 0                    | 0                     | 0                     | 0                           | 0        |
| No records exist             | 0               | 0                   | 0                   | 0                    | 0                     | 0                     | 0                           | 0        |
| Request abandoned            | 0               | 0                   | 0                   | 0                    | 0                     | 0                     | 0                           | 0        |
| Neither confirmed nor denied | 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> |



## 2.2 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      | 0                  |
| 19(1)(f) | 0                  | 22.1          | 0                  | 27      | 0                  |
| 20       | 0                  | 22.2          | 0                  | 28      | 0                  |
| 21       | 0                  | 22.3          | 0                  |         |                    |

## 2.3 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                  |

## 2.4 Format of information released

| Disposition       | Paper | Electronic | Other formats |
|-------------------|-------|------------|---------------|
| All disclosed     | 0     | 0          | 0             |
| Disclosed in part | 0     | 0          | 0             |
| <b>Total</b>      | 0     | 0          | 0             |

## 2.5 Complexity

### 2.5.1 Relevant pages processed and disclosed

| Disposition of Requests      | Number of Pages Processed | Number of Pages Disclosed | Number of Requests |
|------------------------------|---------------------------|---------------------------|--------------------|
| All disclosed                | 0                         | 0                         | 0                  |
| Disclosed in part            | 0                         | 0                         | 0                  |
| All exempted                 | 0                         | 0                         | 0                  |
| All excluded                 | 0                         | 0                         | 0                  |
| Request abandoned            | 0                         | 0                         | 0                  |
| Neither confirmed nor denied | 0                         | 0                         | 0                  |
| <b>Total</b>                 | 0                         | 0                         | 0                  |

## 2.5.2 Relevant pages processed and disclosed by size of requests

| Disposition                  | Less Than 100 Pages Processed |                 | 101-500 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 |
| All disclosed                | 0                             | 0               | 0                       | 0               | 0                        | 0               | 0                         | 0               | 0                              | 0               |
| Disclosed in part            | 0                             | 0               | 0                       | 0               | 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>                 | 0                             | 0               | 0                       | 0               | 0                        | 0               | 0                         | 0               | 0                              | 0               |

## 2.5.3 Other complexities

| Disposition                  | Consultation Required | Legal Advice Sought | 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     |

## 2.6 Deemed refusals

### 2.6.1 Reasons for not meeting statutory deadline

| Number of Requests Closed Past the Statutory Deadline | Principal Reason |                       |                       |       |
|---|------------------|-----------------------|-----------------------|-------|
|   | Workload         | External Consultation | Internal Consultation | Other |
| 0   | 0                | 0                     | 0                     | 0     |

## 2.6.2 Number of days past deadline

| Number of Days Past Deadline | Number of Requests Past Deadline Where No Extension Was Taken | Number of Requests Past Deadline Where An Extension Was Taken | Total |
|------------------------------|---|---|-------|
| 1 to 15 days                 | 0   | 0   | 0     |
| 16 to 30 days                | 0   | 0   | 0     |
| 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   | 0   | 0     |

## 2.7 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     |

### Part 3: Disclosures Under Subsections 8(2) and 8(5)

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

### Part 4: 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      |

### Part 5: Extensions

#### 5.1 Reasons for extensions and disposition of requests

| Disposition of Requests Where an Extension Was Taken | 15(a)(i)<br>Interference With<br>Operations | 15(a)(ii)<br>Consultation |       | 15(b)<br>Translation or<br>Conversion |
|--|---|---------------------------|-------|---------------------------------------|
|  |   | Section 70                | Other |                                       |
| All disclosed  | 0   | 0                         | 0     | 0                                     |

|                   |   |   |   |   |
|-------------------|---|---|---|---|
| Disclosed in part | 0 | 0 | 0 | 0 |
| All exempted      | 0 | 0 | 0 | 0 |
| All excluded      | 0 | 0 | 0 | 0 |
| No records exist  | 0 | 0 | 0 | 0 |
| Request abandoned | 0 | 0 | 0 | 0 |
| <b>Total</b>      | 0 | 0 | 0 | 0 |

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## 5.2 Length of extensions

| Length of Extensions | 15(a)(i)<br>Interference<br>with<br>operations | 15(a)(ii)<br>Consultation |       | 15(b)<br>Translation<br>purposes |
|----------------------|--|---------------------------|-------|----------------------------------|
|                      |  | Section 70                | Other |                                  |
| 1 to 15 days         | 0  | 0                         | 0     | 0                                |
| 16 to 30 days        | 0  | 0                         | 0     | 0                                |
| <b>Total</b>         | 0  | 0                         | 0     | 0                                |

## Part 6: Consultations Received From Other Institutions and Organizations

### 6.1 Consultations received from other Government of Canada institutions and other organizations

| Consultations                                  | Other<br>Government of<br>Canada<br>Institutions | Number of<br>Pages to<br>Review | Other<br>Organizations | Number of<br>Pages to<br>Review |
|--|--|---------------------------------|------------------------|---------------------------------|
| Received during the reporting period           | 0  | 0                               | 0                      | 0                               |
| Outstanding from the previous reporting period | 0  | 0                               | 0                      | 0                               |
| <b>Total</b>                                   | 0  | 0                               | 0                      | 0                               |
| Closed during the reporting period             | 0  | 0                               | 0                      | 0                               |
| Pending at the end of the reporting period     | 0  | 0                               | 0                      | 0                               |

### 6.2 Recommendations and completion time for consultations received from other Government of Canada institutions

| Recommendation            | Number of Days Required to Complete Consultation Requests |               |               |                |                 |                 |                    |       |
|---------------------------|---|---------------|---------------|----------------|-----------------|-----------------|--------------------|-------|
|                           | 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 |
| All disclosed             | 0   | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| Disclosed in part         | 0   | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| All exempted              | 0   | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| All excluded              | 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     |

### 6.3 Recommendations and completion time for consultations received from other organizations

| Recommendation            | Number of days required to complete consultation requests |               |               |                |                 |                 |                    |       |
|---------------------------|---|---------------|---------------|----------------|-----------------|-----------------|--------------------|-------|
|                           | 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 |
| All disclosed             | 0   | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| Disclosed in part         | 0   | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| All exempted              | 0   | 0             | 0             | 0              | 0               | 0               | 0                  | 0     |
| All excluded              | 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     |

## Part 7: Completion Time of Consultations on Cabinet Confidences

### 7.1 Requests with Legal Services

| Number of Days | Fewer Than 100 Pages Processed |                 | 101-500 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>  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

## 7.2 Requests with Privy Council Office

| Number of Days | Fewer Than 100 Pages Processed |                 | 101–500 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>   | 0                              | 0               | 0                       | 0               | 0                        | 0               | 0                         | 0               | 0                              | 0               |

## Part 8: Complaints and Investigations Notices Received

| Section 31 | Section 33 | Section 35 | Court action | Total |
|------------|------------|------------|--------------|-------|
| 0          | 0          | 0          | 0            | 0     |

## Part 9: Privacy Impact Assessments (PIAs)

|                            |   |
|----------------------------|---|
| Number of PIA(s) completed | 0 |
|----------------------------|---|

## Part 10: Resources Related to the *Privacy Act*

### 10.1 Costs

| Expenditures                      |     | Amount     |
|-----------------------------------|-----|------------|
| Salaries                          |     | \$0        |
| Overtime                          |     | \$0        |
| Goods and Services                |     | \$0        |
| • Professional services contracts | \$0 |            |
| • Other                           | \$0 |            |
| <b>Total</b>                      |     | <b>\$0</b> |

## 10.2 Human Resources

| <b>Resources</b>                 | <b>Person Years<br/>Dedicated to Privacy<br/>Activities</b> |
|----------------------------------|---|
| Full-time employees              | 0.00  |
| Part-time and casual employees   | 0.00  |
| Regional staff                   | 0.00  |
| Consultants and agency personnel | 0.00  |
| Students                         | 0.00  |
| <b>Total</b>                     | 0.00  |

**Note:** Enter values to two decimal places.