



2023–24

ANNUAL REPORT
TO PARLIAMENT -
PRIVACY ACT

Table of Contents

1. INTRODUCTION 3

 a. C-NLOPB OVERVIEW 3

 b. C-NLOPB MANDATE 3

2. ORGANIZATION AND IMPLEMENTATION OF THE ACT 3

 a. PROCESSING OF FORMAL REQUESTS..... 4

 b. PUBLIC ACCESS FACILITIES 4

3. DELEGATION ORDER..... 4

4. SUMMARY OF INFORMATION REQUESTS 4

 a. STATISTICAL REPORT..... 4

5. EDUCATION ACTIVITIES 5

6. POLICY PROCEDURES IMPLEMENTED 5

7. PRIVACY IMPROVEMENTS 5

8. ACTIONS TAKEN ON COMPLAINTS 5

9. MATERIAL PRIVACY BREACHES..... 5

10. PRIVACY IMPACT ASSESSMENTS..... 5

11. MONITORING OF REQUESTS..... 5

APPENDIX A – DELEGATION ORDER..... 6

APPENDIX B – STATISTICAL REPORT ON THE PRIVACY ACT..... 8

APPENDIX C – SUPPLEMENTAL STATISTICAL REPORT ON THE ACCESS TO INFORMATION ACT AND PRIVACY ACT
..... 20

1. INTRODUCTION

This Annual Report is intended to describe how the Canada-Newfoundland and Labrador Offshore Petroleum Board administered its responsibilities in the operation of the **Privacy Act**.

The **Privacy Act** (revised Statutes of Canada, Chapter A-1 985) was proclaimed on July 1, 1983.

2. The purpose of this Act is to extend the present laws of Canada that protect the privacy of individuals with respect to personal information about themselves held by a government institution and that provide individuals with a right of access to that information.

This report has been prepared pursuant to section 72 of the **Privacy Act**.

72. (1) The head of every government institution shall prepare for submission to Parliament an annual report on the administration of this Act within the institution during each financial year.

a. C-NLOPB OVERVIEW

The Canada-Newfoundland and Labrador Offshore Petroleum Board (C-NLOPB) is the independent regulatory agency created in 1986 under the **Atlantic Accord Implementation Acts** (Accord Acts), with a mandate that includes offshore safety, environmental protection, resource management and industrial benefits. Safety and environmental protection are paramount in all Board decisions.

b. C-NLOPB MANDATE

To interpret, assess and oversee compliance with the provisions of the Atlantic Accord, the **Atlantic Accord Implementation Acts** and relevant regulations for applicable activities in the Canada-Newfoundland and Labrador Offshore Area.

2. ORGANIZATION AND IMPLEMENTATION OF THE ACT

The C-NLOPB's Privacy Act responsibilities are assigned to the Exploration and Information Resources Department. The Information Resources Manager (designated as the Access to Information and Privacy Coordinator) co-ordinates and processes requests as received in the Information Resources Centre. Information Resources staff, and when required, Legal Counsel have been tasked with the responsibility of reviewing and assisting with the processing of requests received under the Privacy Act, and other staff of the C-NLOPB are consulted as required when completing requests.

The C-NLOPB did not enter any service agreements under section 73.1 of the **Privacy Act** during the reporting period.

The C-NLOPB's enabling legislation, **Canada-Newfoundland and Labrador Atlantic Accord Implementation Act, S.C. 1987, c.3.**, contains a provision (s.119) and **Canada-Newfoundland and Labrador Atlantic Accord Implementation Newfoundland and Labrador Act, RSNL1990, c.2.**, contains a provision (s.115), that prohibits

the C-NLOPB from releasing confidential information obtained from companies operating in the Canada-Newfoundland and Labrador Offshore Area without the consent of the party which provided it. The Access to Information and Privacy Coordinator is diligent in responding to access requests to ensure that the C-NLOPB's s.119 and s.115 obligations are not compromised and undertakes appropriate notification or consultation with interested parties before disclosing these records.

The Coordinator is responsible for providing updates of the C-NLOPB's information holdings to the Treasury Board Secretariat for inclusion in the Info Source publication. The Info Source publication is available on the C-NLOPB website (www.cnlopb.ca) and includes a listing of the types of records that are held within the C-NLOPB.

a. PROCESSING OF FORMAL REQUESTS

To ensure effective and consistent administration of the legislation, the C-NLOPB maintains a system for processing requests aimed at disclosing the maximum information possible to the requestor which is not injurious to the public and private interest. The process also ensures that all representations from mandatory consultations, deliberations, and decisions expressed concerning each request are respected and responded to in the most timely and consistent manner given the nature and scope of the request.

b. PUBLIC ACCESS FACILITIES

The C-NLOPB maintains Access Reading Rooms at its offices in The Tower Corporate Campus in St. John's, Newfoundland and Labrador, which are available for the purpose of examining records which can be disclosed.

3. DELEGATION ORDER

The C-NLOPB's Information Resources Manager has been designated as the Access to Information and Privacy Coordinator and exercises the powers delegated pursuant to the legislation (Appendix A).

4. SUMMARY OF INFORMATION REQUESTS

The C-NLOPB received one request under the **Privacy Act** during the reporting period. The request resulted in "no records exist". This is the second request the C-NLOPB has received in the last five years.

The C-NLOPB instituted a work from home policy during a previous reporting period, as a result of the COVID 19 pandemic. This did not impede **Privacy Act** activities during the reporting period.

a. STATISTICAL REPORT

The C-NLOPB's statistical report on the **Privacy Act** is presented in Appendix B and the Supplemental Statistical Report on the **Access to Information Act** and **Privacy Act** is presented in Appendix C.

5. EDUCATION ACTIVITIES

Information Resources staff have completed ATIP Online Request Services Onboarding training.

6. POLICY PROCEDURES IMPLEMENTED

The C-NLOPB did not implement any new policies or procedures relating to Access to Information.

7. PRIVACY IMPROVEMENTS

During the reporting period, the C-NLOPB did not initiate any projects related to privacy.

8. ACTIONS TAKEN ON COMPLAINTS

During the reporting period, the Privacy Commissioner of Canada did not receive any complaints related to **Privacy Act** requests processed by the C-NLOPB.

9. MATERIAL PRIVACY BREACHES

The C-NLOPB did not have any Material Privacy Breaches during the reporting period.

10. PRIVACY IMPACT ASSESSMENTS

The C-NLOPB did not complete any Privacy Impact Assessments during the reporting period.

11. MONITORING OF REQUESTS

The C-NLOPB Access to Information and Privacy Coordinator continues to update metadata within the C-NLOPB document management system to allow the tracking of the receipt date and the legislated completion date (including extensions) of the requests to ensure compliance with the **Privacy Act**. Notifications are being used as a reminder that the closing date is nearing. In the event that the timeframes extend past the legislated timeframe, the Chief Executive Officer and the Chief Legal Officer for the organization will be notified.

APPENDIX A – DELEGATION ORDER



MEMO TO: Scott Tessier
Chief Executive Officer

FROM: Trevor Bennett
Information Resources Manager

DATE: February 25, 2020

SUBJECT: Designation of Privacy and Information Officer

Pursuant to section 3 of the *Access to Information Act*, R.S.C., 1985, c. A-1 (*ATIA Act*) and the *Privacy Act*, R.S.C., 1985, c. P-21 (*Privacy Act*) the head, in respect of the Canada-Newfoundland and Labrador Offshore Petroleum Board (C-NLOPB), means the Chief Executive Officer;

- (a) in the case of a department or ministry of state, the member of the Queen's Privy Council for Canada who presides over the department or ministry, or
- (b) in any other case, either the person designated under subsection 3.2(2) to be the head of the institution for the purposes of this Act or, if no such person is designated, the chief executive officer of the institution, whatever their title;**

And pursuant to section 95(1) of the *ATIA Act* and 73 of the *Privacy Act*;

95(1) The head of a government institution may, by order, delegate any of their powers, duties or functions under this *Act* to one or more officers or employees of that institution.

73(1) The head of a government institution may, by order, delegate any of their powers, duties or functions under this *Act* to one or more officers or employees of that institution.

Therefore, please indicate your approval to have myself designated the Privacy and Information Officer on behalf of the C-NLOPB by signing the attached form and returning same to myself or John Crocker for further handling.

DELEGATION ORDER

Pursuant to section 95 of the *Access to Information Act* and section 73 of the *Privacy Act*

The head of the Canada-Newfoundland and Labrador Offshore Petroleum Board, Scott Tessier, Chief Executive Officer, pursuant to section 95 of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby designates the person holding the position set out in the Schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the Chief Executive Officer of the Canada-Newfoundland and Labrador Offshore Petroleum Board, under the provisions of the Acts and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders and appointments.

Schedule

<i>Position</i>	<i>Access to Information Act and Regulations</i>	<i>Privacy Act and Regulations</i>
Information Resources Manager	Full Authority	Full Authority

Dated this 25 day of February, 2020



Scott Tessier
Chief Executive Officer

APPENDIX B – STATISTICAL REPORT ON THE PRIVACY ACT



Government
of Canada

Gouvernement
du Canada

Statistical Report on the *Privacy Act*

Name of institution: Canada-Newfoundland and Labrador Offshore Petroleum Board

Reporting period: 4/1/2023 to 3/31/2024

Section 1: Requests Under the *Privacy Act*

1.1 Number of requests received

	Number of Requests	
Received during reporting period	1	
Outstanding from previous reporting periods	0	
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
Total	1	
Closed during reporting period	1	
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	1
E-mail	0
Mail	0
In person	0
Phone	0
Fax	0
Total	1

Section 2: Informal requests

2.1 Number of informal requests

The Number of Information 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	
Total		0
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
Total	0

2.3 Completion time of informal requests

Completion Time							
0 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							
	0 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
No records exist	1	0	0	0	0	0	0	1
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	1	0	0	0	0	0	0	1

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)	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	27.1	0
21	0	22.3	0	28	0
		22.4	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	
0	0	0	0	0	0

3.5 Complexity

3.5.1 Relevant pages processed and disclosed for paper, e-record and dataset formats

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
0	0	0

3.5.2 Relevant pages processed per request disposition for paper, e-record and dataset 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	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
Total	0	0	0	0	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
Total	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
Total	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	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
Total	0	0	0	0	0

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

Number of requests closed within legislated timelines	1
Percentage of requests closed within legislated timelines (%)	100

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
0	0	0	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	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
Total	0	0	0

3.8 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
Total	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
Total	0

Section 6: Extensions

6.1 Reasons for extensions

Number of extensions 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	
0	0	0	0	0	0	0	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	0	0	0
31 days or greater	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	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 Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	0	0	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	0	0	0	0
Closed during the reporting period	0	0	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							
	0 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
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
Total	0	0	0	0	0	0	0	0

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

Recommendation	Number of days required to complete consultation requests							
	0 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
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
Total	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
Total	0	0	0	0	0	0	0	0	0	0

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	
	Requests	Disclosed	Requests	Disclosed	Requests	Disclosed	Requests	Disclosed	Requests	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
Total	0	0	0	0	0	0	0	0	0	0

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	0
Number of PIAs modified	0

10.2 Institution-specific and Central Personal Information Banks

Personal Information Banks	Active	Created	Terminated	Modified
Institution-specific	0	0	0	0
Central	0	0	0	0
Total	0	0	0	0

Section 11: Privacy Breaches

11.1 Material Privacy Breaches reported

Number of material privacy breaches reported to TBS	0
Number of material privacy breaches reported to OPC	0

11.2 Non-Material Privacy Breaches

Number of non-material privacy breaches	0
---	---

Section 12: Resources Related to the Privacy Act

12.1 Allocated Costs

Expenditures		Amount
Salaries		\$12,517
Overtime		\$0
Goods and Services		\$0
• Professional services contracts	\$0	
• Other	\$0	
Total		\$12,517

12.2 Human Resources

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	0.100
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
Total	0.100

APPENDIX C – SUPPLEMENTAL STATISTICAL REPORT ON THE ACCESS TO INFORMATION ACT AND PRIVACY ACT

Name of institution: Canada-Newfoundland and Labrador Offshore Petroleum Board

Reporting period: 2023-04-01 to 2024-03-31

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

Section 3: Open Requests and Complaints Under the Access to Information Act

3.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are Within Legislated Timelines as of March 31, 2023	Open Requests that are Beyond Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	0	0	0
Received in 2021-2022	0	0	0

Received in 2020-2021	0	0	0
Received in 2019-2020	0	0	0
Received in 2018-2019	0	0	0
Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	0	0	0

3.2 Enter the number of open complaints with the Information Commissioner of Canada that are outstanding from previous reporting periods.

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2022-2023	0
Received in 2021-2022	0
Received in 2020-2021	0
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	0

Section 4: Open Requests and Complaints Under the Privacy Act

4.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are Within Legislated Timelines as of March 31, 2023	Open Requests that are Beyond Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	0	0	0
Received in 2021-2022	0	0	0
Received in 2020-2021	0	0	0
Received in 2019-2020	0	0	0
Received in 2018-2019	0	0	0

Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	0	0	0

4.2 Enter the number of open complaints with the Privacy Commissioner of Canada that are outstanding from previous reporting periods.

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2022-2023	0
Received in 2021-2022	0
Received in 2020-2021	0
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	0

Section 5: Social Insurance Number

Has your institution begun a new collection or a new consistent use of the SIN in 2022-2023?	No
--	----

Section 6: Universal Access under the Privacy Act

How many requests were received from confirmed foreign nationals outside of Canada in 2022-2023?	0
--	---

240 Waterford Bridge Road
The Tower Corporate Campus
West Campus Hall
Suite 7100
St. John's, NL
Canada A1E 1E2

t: 709-778-1400
f: 709-778-1473

Core Storage and Research Centre
30-32 Duffy Place
St. John's, NL
Canada A1B 4M5

t: 709-778-1500

CNLOPB.CA

 @CNLOPB