



2025–26

Annual Report on the Privacy Act



Office of the
Auditor General
of Canada

Bureau du
vérificateur général
du Canada

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Introduction

The Privacy Act gives individuals the right to access information about themselves that is held by the Office of the Auditor General of Canada (OAG), subject to certain specific and limited exceptions. The Privacy Act also protects individuals' privacy by giving them substantial control over the collection, use, and disclosure of their personal information and by preventing others from having access to that information.

Section 72 of the act requires the head of each government institution to prepare an annual report on the administration of the act within the institution and to submit the report to Parliament.

This annual report on the Privacy Act at the OAG describes how we administered our responsibilities under the act during the 2025–26 fiscal year.

Who we are

The OAG audits federal government operations and provides Parliament with independent information, advice, and assurance regarding the federal government's stewardship of public funds.

We are in the business of legislative auditing. We conduct

- performance audits of federal organizations
- annual financial audits of the government's financial statements
- special examinations and annual financial audits of Crown corporations
- audits of the governments of Nunavut, Yukon, and the Northwest Territories

Since 1995, the OAG has also had a specific environmental and sustainable development mandate, which is carried out by the Commissioner of the Environment and Sustainable Development on behalf of the Auditor General of Canada. The Commissioner has additional responsibilities under the Federal Sustainable Development Act and the Canadian Net-Zero Emissions Accountability Act to review and monitor the Government of Canada's sustainable development strategies and its implementation of measures aimed at mitigating climate change.

The OAG did not have any wholly owned subsidiaries during the reporting period.

Organizational structure

The Access to Information and Privacy (ATIP) team reports to the Information and Data Management group which is a subgroup of the Digital Services Group. The full-time ATIP Coordinator is supported by an ATIP analyst and paralegal, legal counsel, and administrative staff as required. The main activities of the ATIP team include :

- monitoring compliance with ATIP legislation and relevant procedures and policies
- processing requests under both the Access to Information Act and the Privacy Act
- developing and maintaining policies, procedures, and guidelines to ensure that the OAG respected the Access to Information Act and the Privacy Act
- promoting awareness of the Access to Information Act and the Privacy Act within the OAG to ensure that employees were aware of their responsibilities
- preparing annual reports to Parliament, other statutory reports, and other materials that central agencies might require
- representing the OAG in dealings with the Treasury Board of Canada Secretariat, the information and privacy commissioners, and other government organizations in matters pertaining to the Access to Information Act and the Privacy Act
- helping the OAG meet its commitments to ensure openness and transparency, through proactive and informal disclosure of information

During the reporting period, the OAG was not a party to any service agreements pursuant to section 73.1 of the Privacy Act.



DELEGATION ORDER under the ACCESS TO INFORMATION ACT and the PRIVACY ACT

I, Karen Hogan, Auditor General of Canada, pursuant to subsection 95(1) of the Access to Information Act and subsection 73(1) of the Privacy Act, hereby delegate to the persons holding the positions set out below or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions as the head of the Office of the Auditor General of Canada, under the provisions of the Act and related regulations set out in the schedule beside each position. This delegation order replaces all previous delegation orders.

September 27 2024

ARRÊTÉ AUTORISANT LA DÉLÉGATION DE POUVOIRS PRÉVUS dans la LOI SUR L'ACCÈS À L'INFORMATION et LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Je, Karen Hogan, vérificatrice générale du Canada, en vertu du paragraphe 95(1) de la Loi sur l'accès à l'information et du paragraphe 73(1) de la Loi sur la protection des renseignements personnels, délègue aux titulaires des postes indiqués dans l'annexe qui suit, ou aux personnes occupant ces postes à titre intérimaire, l'exercice des pouvoirs et fonctions qui lui ont été conférés à titre de responsables du Bureau du vérificateur général du Canada en vertu des dispositions de la Loi et du Règlement qui figurent ci-dessous. La présente annexe remplace tous les arrêtés sur la délégation de pouvoirs antérieurs.

Le 27 septembre 2024

Schedule / Annexe

Position / Poste	Access to Information Act and Regulations/ Loi sur l'accès à l'information et règlements	Privacy Act and Regulations/ Loi sur la protection des renseignements personnels et règlements
Assistant Auditor General, Chief Security Officer, Chief Information Officer / Vérificatrice générale adjointe, dirigeante principale de l'information, agente de sécurité ministérielle	Full Authority / Autorité absolue	Full Authority/ Autorité absolue
ATIP Coordinator / Coordonnateur de l'AIPRP	Full Authority / Autorité absolue	Full Authority / Autorité absolue

Karen Hogan, FCPA
Auditor General of Canada
Vérificatrice générale du Canada

Performance in 2025–26

During the reporting period, from April 1 2025 to March 31 2026, the OAG received 5 formal requests for personal information under the Privacy Act, and 1 of these requests was carried over to the next reporting period within legislated timelines.

Of the 5 requests received during the reporting period,

- 2 requests were closed within 16 to 30 days, amounting to 50% of closed requests
- 2 requests were closed within 61 to 120 days, amounting to 50% of closed requests
- 1 request was carried over to the next reporting period.

Of the requests closed during the reporting period,

- 1 request was disclosed in its entirety, amounting to 25% of closed requests,
- 2 requests were disclosed in part, amounting to 50% of closed requests,
- 1 request was abandoned

The OAG did not receive any complaints during the reporting period.

Extensions

During the reporting period, the OAG invoked extensions in processing 2 requests : 1 extension of 1 to 15 days, and 2 extensions of 31 to 60 days.

Of the extensions,

- 2 extensions were pursuant to section 15(a)(i)—original deadline would unreasonably interfere with operations
- 1 extension was pursuant to section 15(a)(ii)—for external consultation

Consultations

No consultations were received from other government departments during the reporting period.

Training and awareness

The OAG requires that all employees complete mandatory ATIP training, offered by the Canada School of Public Service as an online, self-paced course.

All new OAG employees are required to complete the training within 3 months of the start date of their employment.

During the reporting period, 30 employees completed this training.

The ATIP Coordinator regularly provides OAG employees with guidance and briefings on the processing of ATIP requests. Furthermore, information is available on the OAG's internal website to help raise employees' awareness of privacy issues, such as the collection, retention, use, and disclosure of personal information.

Policies, guidelines, and procedures

The OAG includes standard language in all contracts that personal information must be protected at all times and is subject to all applicable legislation, policies, directives, and regulations.

The OAG did not implement any new policies, guidelines, or procedures during the reporting period.

Initiatives and projects to improve privacy

During the reporting period, the OAG acquired a Government of Canada enterprise application, ATIPXpress, hosted by Shared Services Canada, in alignment with Treasury Board of Canada Secretariat guidance. This software is planned to be implemented during the 2026–27 reporting period.

Summary of key issues and actions taken on complaints

The OAG did not receive any complaints pursuant to the Privacy Act during this reporting period, and no investigations regarding the OAG were carried out.

Material privacy breaches

Two non-material privacy breaches occurred during the reporting period. No material breaches occurred during the reporting period.

Privacy impact assessments

ATIPXpress—ATIP request tracking and redaction software

ATIPXpress is a widely adopted Government of Canada ATIP case-management solution used by multiple federal departments. Although many departments have implemented ATIPXpress, no privacy impact assessment was completed by the vendor or centrally for all departments. The OAG determined that the privacy considerations, risks, controls, personal information elements, data flows, retention, and redaction functionality as described are in accordance with necessary measures for the implementation and use of ATIPXpress.

Refer to the OAG's Completed Privacy Impact Assessments website: <https://www.canada.ca/en/auditor-general/transparency/completed-privacy-impact-assessments.html>

Preliminary (informal) assessments

For all new or amended projects, the OAG has implemented a mandatory process that requires the completion of a preliminary privacy assessment checklist. This document ensures that personal information elements are considered before and during the completion of the project.

This process also identifies the required elements for a formal privacy impact assessment, which is initiated if the preliminary assessment identifies the need for one.

During the reporting period, the OAG completed 27 preliminary assessments.

Public interest disclosures

The OAG did not disclose any personal information pursuant to section 8(2) during the reporting period.

Monitoring compliance

The OAG uses time tracking software to monitor and track privacy-related activities and functions, including employees' attendance at privacy information and training sessions.

As noted in this report, preliminary privacy assessments are completed when projects may include elements of personal information collection or use. The ATIP team uses software to track and monitor these projects.

The OAG uses standard language in contracts, agreements, and arrangements, which include requirements for the protection and provision of personal information.

The OAG complies with Treasury Board directives, policies, and guidelines where applicable. The OAG Information and Data Management group ensures that all necessary actions are taken within the legislated or recommended deadline or time frame.

Appendix—Statistical Report on the Privacy Act



Statistical Report on the Privacy Act

Name of institution: Office of the Auditor General of Canada

Reporting period: 2025-04-01 to 2026-03-31

Section 1: Requests Under the Privacy Act

1.1 Number of requests received

		Number of Requests
Received during reporting period		5
Outstanding from previous reporting periods		0
Outstanding from previous reporting period	0	
Outstanding from more than one reporting period	0	
Total		5
Closed during reporting period		4
Carried over to next reporting period		1
Carried over within legislated timeline	1	
Carried over beyond legislated timeline	0	

1.2 Channels of requests

Source	Number of Requests
Online	3
Email	2
Mail	0
In person	0
Phone	0
Fax	0
Total	5

Section 2: Informal requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		49
Outstanding from previous reporting periods		0
Outstanding from previous reporting period	0	
Outstanding from more than one reporting period	0	
Total		49
Closed during reporting period		49
Carried over to next reporting period		0

2.2 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
44	1	4	0	0	0	0	49

2.3 Pages released informally

Less Than 500 Pages Released		500–10000 Pages Released		More Than 10000 Pages Released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
0	0	0	0	1	19867

Section 3: Requests Closed During the Reporting Period

3.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	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	
All disclosed	0	1	0	0	0	0	0	1
Disclosed in part	0	0	0	2	0	0	0	2
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	1	0	0	0	0	0	1
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	0	2	0	2	0	0	0	4

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)	2	24(b)	0
19(1)(d)	0	22(1)(c)	0	25	0
19(1)(e)	0	22(2)	0	26	2
19(1)(f)	0	22.1	0	27	1
20	0	22.2	0	27.1	0
21	0	22.3	1	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	3	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
4544	2292	3

3.5.2 Relevant pages processed by request disposition for paper, e-record and dataset formats by size of requests

Disposition	Less Than 500 Pages Processed		500-1000 Pages Processed		More Than 1000 Pages Processed	
	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed
All disclosed	1	36	0	0	0	0
Disclosed in part	0	0	2	4508	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	1	36	2	4508	0	0

3.5.3 Relevant minutes processed and disclosed for audio and video formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
84	84	1

3.5.4 Relevant minutes processed per request disposition for audio formats

Disposition	Number of Requests	Minutes Processed
All disclosed	0	0
Disclosed in part	1	84
All exempted	0	0
All excluded	0	0
Request abandoned	0	0
Neither confirmed nor denied	0	0
Total	1	84

3.5.5 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Interwoven Information	Other	Total
All disclosed	0	0	0	0	0
Disclosed in part	0	2	0	0	2
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	2	0	0	2

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

Number of requests closed within legislated timelines	4
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

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	
3	1	1	0	0	0	1	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	1	0	0	0	0	0	0	0
16 to 30 days	0	1	0	0	0	1	0	0
31 days or greater								0
Total	1	1	0	0	0	1	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							Total
	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	
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							Total
	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	
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 500 Pages Processed		500-10000 Pages Processed		More Than 10000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0
More than 365	0	0	0	0	0	0
Total	0	0	0	0	0	0

8.2 Requests with Privy Council Office

	Fewer Than 500 Pages Processed		500–10000 Pages Processed		More Than 10000 Pages Processed	
Number of Days	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0
More than 365	0	0	0	0	0	0
Total	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 existing programs or activities that use personal information that have been substantially modified during the reporting period	2
Number of new programs or new activities that use personal information established during the reporting period	0

10.2 Privacy impact assessments

Number of PIAs completed	1
Number of PIAs modified	0
Number of PIA summaries published during the reporting period	1
Number of PIAs for which the risk mitigation measures have been reviewed during the reporting period	1

10.3 Privacy protocols

Number of privacy protocols completed to establish or modify Personal Information Banks	0
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10.4 Institution-specific and central personal information banks

Personal Information Banks	Active	Created	Terminated	Modified
Institution-specific	4	0	0	3
Central	0	0	0	0
Total	4	0	0	3

10.5 Info Source page

Date of the most recent major change to Personal Information Banks on the Info Source page	Feb 12 2026
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Section 11: Social Insurance Number

Number of new programs or activities that collect or use Social Insurance Number	0
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Section 12: Privacy Breaches

12.1 Material privacy breaches reported

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

OPC: Offices of the Information and Privacy Commissioners of Canada

TBS: Treasury Board of Canada Secretariat

12.2 Non-material privacy breaches

Number of non-material privacy breaches	2
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Section 13: Privacy Training

13.1 Info Source page

Number of employees that have completed privacy training during the reporting period	30
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Section 14: Resources Related to the Privacy Act

14.1 Allocated costs

Expenditures		Amount
Salaries		\$71,291
Overtime		\$0
Goods and services		\$486
Professional services contracts	\$0	
Other	\$486	
Total		\$71,777

14.2 Human resources

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	1.000
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
Total	1.000

Note: Enter values to three decimal places.



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