



**PacifiCan**

# ANNUAL REPORT TO PARLIAMENT

Administration of the  
*Privacy Act*

2024-2025



Pacific Economic  
Development Canada

Développement économique  
Canada pour le Pacifique

The word "Canada" in a black serif font, with a small Canadian flag (red vertical bar, white square with red maple leaf, red vertical bar) positioned above the final 'a'.

**Canada**





This publication showcases how Pacific Economic Development Canada (PacifiCan) administers its responsibilities under the *Privacy Act*.

Également disponible en français sous le titre : *Rapport annuel au parlement. Administration de la Loi sur la protection des renseignements personnels*.

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## INTRODUCTION

The *Privacy Act* (Revised Statutes of Canada, Chapter P-21, 1985) was proclaimed on July 1, 1983. It extends the present laws of Canada that protect the privacy of individuals and provides individuals with a right of access to personal information about themselves. It also protects the privacy of individuals by denying third party access to personal information relating to them and enabling them to exercise strict control over the collection, disclosure, and use of such information. Necessary exceptions should be limited and specific.

Bill C-58, *An Act to amend the Access to Information Act and the Privacy Act and to make consequential amendments to other Acts*<sup>1</sup> received royal assent on June 21, 2019. This resulted in the most significant amendments to the Act since it came into force in 1983.

The new legislation amends the *Privacy Act* to, among other things:

- create a new exception to the definition of “personal information” with respect to certain information regarding an individual who is a ministerial adviser or a member of ministerial staff;
- authorize government institutions to provide services to other government institutions related to requests for personal information; and
- expand the Governor in Council’s power to amend the schedule to the Act and to retroactively validate amendments to that schedule.<sup>1</sup>

This annual report is tabled in Parliament in accordance with section 72 of the *Privacy Act* and describes how the Pacific Economic Development Agency of Canada (PacifiCan) administered its responsibilities for the reporting period.

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<sup>1</sup> Government of Canada. LEGISinfo, Government Bill (House of Commons) C-58 (42-1) - Royal Assent - *An Act to amend the Access to Information Act and the Privacy Act and to make consequential amendments to other Acts* - Parliament of Canada, 2020. Accessed July 3, 2022.

<https://www.parl.ca/DocumentViewer/en/42-1/bill/C-58/royal-assent>



## ■ DEPARTMENTAL MANDATE

PacifiCan's mandate is to support the growth and diversification of British Columbia's economy and advance the interests of the region in national economic policy, programs, and projects.

Pacific Economic Development Canada (PacifiCan) was established on August 06, 2021, to support economic growth and diversification of British Columbia's economy and advance the interests of the region in national economic policy, programs, and projects through four key roles:

- **Investor:** create jobs and growth through strategic investments and targeted initiatives
- **Advisor:** inform economic decision-making and advocate for Pacifican interests
- **Pathfinder:** help people navigate federal economic programs and services
- **Convenor:** connect economic actors to support collaboration and growth

PacifiCan is overseen by the Minister of Housing and Infrastructure and Minister responsible for the Pacific Economic Development Agency of Canada.

The Agency operates under the provision of the *Western Economic Diversification Act*, which came into force on June 28, 1988. An Order in Council created PacifiCan, by way of the *Public Service Rearrangement and Transfer of Duties Act*.<sup>2</sup>

PacifiCan achieves its mandate by working closely with clients and partners across the province in its roles as investor, advisor, pathfinder, and convenor. The agency's clients are businesses, not-for-profit organizations, and communities such as Indigenous groups, women-led businesses, academic institutions, municipalities, business accelerators, and incubators.

PacifiCan's mandate allows the Agency to deliver a wide range of initiatives across the province and make strategic investments to build on regional competitive advantages. Its provincial base enables the Agency to cultivate strong partnerships with business and community organizations, researchers, academia, Indigenous peoples, provincial governments and municipal governments. These connections help PacifiCan reflect provincial perspectives in national decision-making.

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<sup>2</sup> Transfer of Duties Order: <https://laws-lois.justice.gc.ca/eng/regulations/SI-2021-43/FullText.html?wbdisable=false#>



# ADMINISTRATION OF THE ACT

## ■ DEPARTMENTAL STRUCTURE

In 2024-2025, PacifiCan employed 175 individuals in British Columbia and in Ottawa, including economists, commerce officers and policy analysts. Specialists in such areas as communications, corporate administration, financial management, human resources, information management & technology, and procurement provide the policy and programs analysts with support.

PacifiCan has offices in British Columbia in Vancouver, Victoria, Kelowna, Prince George, Surrey, Cranbrook, Fort St. John, Prince Rupert, and Campbell River. The agency also has an office in Ottawa.

## ■ DELEGATION OF AUTHORITY

The current delegation order (Annex C) was issued May 16, 2022, in accordance with subsection 73(1) of the *Privacy Act*. The President of the Pacific Economic Development Agency of Canada delegated full powers, authorities, and responsibilities to the:

- Vice President, Programs and Partners, and
- Access to Information and Privacy Coordinator.

## ■ POLICIES, PROCEDURES AND BUSINESS PROCESSES ACCESS TO INFORMATION & PRIVACY CENTRE OF EXPERTISE (ACOE)

Privacy and personal information services were provided to PacifiCan by way of an Internal Services Agreement (ISA) with Prairies Economic Development Canada (PrairiesCan) until June 2024. Costs for these services are reimbursed to PrairiesCan.

Starting in December 2024, the ATIP Coordinator was supported by a Senior ATIP Advisor, who oversees the ACoE in addition to other programs within the Agency. The ACoE also leads Information Management initiatives such as litigation holds and InfoSource. The Senior ATIP Advisor processes all access and privacy requests.

As per the August 2021 Order in Council, the President of PacifiCan is the head of the organization for the purpose of the *Privacy Act*.

The ACoE administered the ATIP programs and services for PacifiCan including:

- preparing files for decision on the disposition of access and privacy requests and



responding to all requests submitted under the *Access to Information Act* and the *Privacy Act*;

- conducting consultations with other federal government departments, other levels of government and third parties with respect to access to information and privacy issues;
- promoting awareness of the legislation to ensure departmental responsiveness to statutory obligations;
- monitoring and advising on the Agency's compliance with the Acts, regulations, procedures, and policies; and
- providing advice and recommendations to the Agency when dealing with the Treasury Board Secretariat, the Information Commissioner, the Privacy Commissioner, and other government organizations.

The ATIP Centre of Expertise (ACoE) is accountable for the development, coordination and implementation of policies, guidelines, systems, and procedures to manage the Agency's compliance with the Acts. Compliance is also facilitated by the ATIP Senior Advisor, who works with the ACoE concerning requests and enquiries.

The ATIP Senior Advisor works with the business and program areas to search and retrieve records that are responsive to access to information requests received under the *Access to Information Act*. The ACoE is responsible for the privacy and personal information services for PacifiCan, including the provision of advice and recommendations concerning ATIP matters.

PacifiCan is currently setting up its ATIP unit, as the agency is transitioning from the termination of the ISA with PrairiesCan.

To ensure that Treasury Board Secretariat (TBS) privacy-related policies and directives were respected and implemented, the ACoE regularly reviewed its various internal guidelines, procedures, and business practices. No new or revised institution-specific policies, guidelines, procedures, or initiatives related to privacy were implemented at PacifiCan during the reporting period.

The ATIP unit monitored its compliance with request deadlines via AccessPro software. A weekly report was created and disseminated, on a need-to-know distribution list. It disclosed all open and outstanding privacy files and their respective status. It included information on investigations by the Office of the Privacy Commissioner of Canada along with other privacy processes underway. No personal information was included in the weekly report.

## ■ TRAINING AND AWARENESS

The ACoE delivered three training sessions:

- a Privacy training session for contractors of the Lytton Programs;
- a session on engagements for PacifiCan's Communication team; and



- a training session for all staff on privacy for data analytics.

## STATISTICS AND PERFORMANCE

PacifiCan received one privacy request in the 2024-2025 fiscal year. The request was not closed within legislated timelines and was carried over to next reporting period.

No privacy consultations were received or completed during the reporting period.

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

No new or revised institution-specific policies, guidelines, and procedures related to privacy were implemented in the institution during the reporting period.

### ■ MATERIAL PRIVACY BREACHES

No material privacy breaches were reported in the 2024-2025 fiscal year.

### ■ PRIVACY IMPACT ASSESSMENTS

PacifiCan did not complete any Privacy Impact Assessments (PIAs) during the reporting period.

PacifiCan's Personal Information Banks (PIBs) was updated in 2023-24, which was the agency's first second year of operation. No new PIBs were created in 2024-2025.

### ■ COMPLAINTS

No complaints against PacifiCan were submitted to the Office of the Privacy Commissioner of Canada (OPC) during this reporting period.

### ■ PUBLIC INTEREST DISCLOSURES

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

### ■ OPERATIONAL COSTS ASSOCIATED WITH ADMINISTERING THE ACT

PacifiCan's costs for administering the *Privacy Act* is based on a percentage of costs incurred by the ACoE plus the cost for administrative services for PacifiCan. Section 12 of the main report on the *Privacy Act*, no resources were allocated for privacy activities. PacifiCan only received one privacy request in 2024-25. That request was carried over into the next fiscal year. No action was taken on that file in the 2024-2025 fiscal year. Therefore, no resources were allocated in the report.





# ANNEX A – STATISTICAL REPORT

## ■ STATISTICAL REPORT ON THE *PRIVACY ACT*

Name of institution: Pacific Economic Development Canada (PacifiCan)

Reporting period: April 1, 2024, to March 31, 2025.

### SECTION 1: REQUESTS UNDER THE *PRIVACY ACT*

#### 1.1 Number of requests

		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	
<b>Total</b>		1
Closed during reporting period		0
Carried over to next reporting period		1
• Carried over within legislated timeline	0	
• Carried over beyond legislated timeline	1	

#### 1.2 Channels of requests

Source	Number of Requests
Online	0
E-mail	1
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	1

### SECTION 2: INFORMAL REQUESTS

#### 2.1 Number of informal 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
<b>Total</b>	<b>0</b>
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
<b>Total</b>	<b>0</b>

## 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		1001-500 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



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 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 transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied								
<b>Total</b>	0	0	0	0	0	0	0	0

### 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 and disclosed per request disposition for paper, e-record and dataset formats by size of requests

	Less Than 100 Pages Released		100-500 Pages Released		501-1000 Pages Released		1001-500 Pages Released		More Than 5000 Pages Released	
Disposition	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
No records exist	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



### 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
<b>Total</b>	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



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
Neither confirmed nor denied	0	0	0	0	0	0
<b>Total</b>	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
<b>Total</b>	0	0	0	0	0

### 3.6 Closed requests

#### 3.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	0
Percentage of requests closed within legislated timelines (%)	0



### 3.7 Deemed refusals

#### 3.7.1 Reasons for not meeting legislated timelines

Number of requests closed past the legislated timelines	Principle Reason			
	Interference with operations/Workload	External Consultation	Internal Consultation	Other
0	0	0	0	0

#### 3.7.2 Requests 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
<b>Total</b>	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
<b>Total</b>	0	0	0



## SECTION 4: FEES

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
<b>Total</b>	<b>0</b>

## SECTION 6: EXTENSIONS

### 6.1 Reasons for extensions and dispositions of requests

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 70)	External	Internal	
0	0	0	0	0	0	0	0	0

### 6.2 Length of 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 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





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 70)	External	Internal	
31 days or greater								0
<b>Total</b>	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
<b>Total</b>	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
<b>Total</b>	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
<b>Total</b>	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
<b>Total</b>	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	
	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



Numb er of Days	Fewer Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Numb er of Reque sts	Pages Disclo sed	Numb er of Reque sts	Pages Disclo sed	Numb er of Reque sts	Pages Disclo sed	Numb er of Reque sts	Pages Disclo sed	Numb er of Reque sts	Pages Disclo sed
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

## SECTION 9: COMPLAINTS AND INVESTIGATIONS NOTICES RECEIVED

### 9.1 Investigations

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	1	0	0	0
Central	0	0	0	0
<b>Total</b>	1	0	0	0

## SECTION 11: PRIVACY BREACHES

### 11.1 Material Privacy Breaches reported

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

### 11.2 Non-material Privacy Breaches

Number of non-material privacy breaches	0
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## SECTION 12: RESOURCES RELATED TO THE *PRIVACY ACT*

### 12.1 Allocated Costs

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

Note: Section 12 of the main report on the Privacy Act, no resources were allocated for privacy activities. PacifiCan only received one privacy request in 2024-25. That request was carried over into the next fiscal year. No action was taken on that file in the 2024-2025 fiscal year. Therefore, no resources were allocated in the report.

### 12.2 Human Resources

Resources	Person Years Dedicated to Privacy Activities
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
Total	0.00



# ANNEX B – SUPPLEMENTAL STATISTICS

## SUPPLEMENTAL STATISTICAL REPORT ON THE ACCESS TO INFORMATION ACT AND THE PRIVACY ACT

Name of institution: Pacific Economic Development Canada (PacifiCan)

Reporting period: April 1, 2024, to March 31, 2025

### SECTION 1: REQUESTS CARRIED OVER AND ACTIVE COMPLAINTS UNDER THE ACCESS TO INFORMATION ACT

#### 1.1 Requests carried over to next reporting period, broken down by reporting period received

Reporting Period Requests Carried Over Were Received	Requests Carried Over that are <i>Within</i> Legislated Timelines as of March 31, 2025	Requests Carried Over that are <i>Beyond</i> Legislated Timelines as of March 31, 2025	Total
Received in 2024-25	0	3	3
Received in 2023-24	0	31	31
Received in 2022-23	0	0	0
Received in 2021-22	0	0	0
Received in 2020-21	0	0	0
Received in 2019-20	0	0	0
Received in 2018-19	0	0	0
Received in 2017-18	0	0	0
Received in 2016-17	0	0	0
Received in 2015-16 or earlier	0	0	0
<b>Total</b>	0	34	34

#### 1.2 Active complaints with the Information Commissioner of Canada, broken down by reporting period received

Reporting Period Active Complaints Were Received by Institution	Number of Active Complaints
Received in 2024-25	0
Received in 2023-24	0



Reporting Period Active Complaints Were Received by Institution	Number of Active Complaints
Received in 2022-23	0
Received in 2021-22	0
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17	0
Received in 2015-16 or earlier	0
<b>Total</b>	<b>0</b>

## SECTION 2: REQUESTS CARRIED OVER AND ACTIVE COMPLAINTS UNDER THE PRIVACY ACT

### 2.1 Requests carried over to next reporting period, broken down by reporting period received

Fiscal year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2025	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2025	Total
Received in 2024-25	0	1	1
Received in 2023-24	0	0	0
Received in 2022-23	0	0	0
Received in 2021-22	0	0	0
Received in 2020-21	0	0	0
Received in 2019-20	0	0	0
Received in 2018-19	0	0	0
Received in 2017-18	0	0	0
Received in 2016-17	0	0	0
Received in 2015-16 or earlier	0	0	0
<b>Total</b>	<b>0</b>	<b>1</b>	<b>1</b>

### 2.2 Active complaints with the Privacy Commissioner of Canada that are outstanding from previous reporting periods.

Reporting Period Active Complaints Were Received by Institution	Number of Active Complaints
Received in 2024-25	0
Received in 2023-24	0
Received in 2022-23	0
Received in 2021-22	0



Reporting Period Active Complaints Were Received by Institution	Number of Active Complaints
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17	0
Received in 2015-16 or earlier	0
<b>Total</b>	<b>0</b>

### SECTION 3: SOCIAL INSURANCE NUMBER

Has your institution begun a new collection or a new consistent use of the SIN in 2024-25?	No
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### SECTION 4: UNIVERSAL ACCESS UNDER THE *PRIVACY ACT*

How many requests were received from foreign nationals outside of Canada in 2024-25?	0
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# ANNEX C – DELEGATION ORDER

## ACCESS TO INFORMATION ACT AND PRIVACY ACT DELEGATION ORDER

### ARRÊTÉ DE DÉLÉGATION EN VERTU DE LA LOI SUR L'ACCÈS À L'INFORMATION ET DE LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

The President of Pacific Economic Development Canada, pursuant to subsection 95(1) of the *Access to Information Act* and subsection 73(1) of the *Privacy Act*, hereby designate the persons holding the positions set out in the schedules attached hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the President as the head of Pacific Economic Development Canada, under the provisions of the Acts and related regulations set out in the schedule opposite each position.

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*, président de Développement économique du Pacifique Canada, délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire lesdits postes, les attributions dont il est, en qualité de responsable de la Développement économique du Pacifique Canada, investi par les dispositions de la Loi ou de son règlement mentionnées en regard de chaque poste.

#### 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*

Vice President, Programs and Partners /  
vice-présidente, Programmes et  
Partenaires

Full Authority/Pleine autorité

Full Authority/Pleine autorité

Access to Information and Privacy  
Coordinator / Coordonnateur de l'accès à  
l'information et de la protection des  
renseignements personnels

Full Authority/Pleine autorité

Full Authority/Pleine autorité

Dated, at the City of Coquitlam this 16 day of May, 2022

Fait à Coquitlam ce 16e jour de mai 2022

NAINA SLOAN

A/PRESIDENT, PACIFIC ECONOMIC DEVELOPMENT CANADA

NAINA SLOAN

PRÉSIDENTE P.I. de DÉVELOPPEMENT ÉCONOMIQUE CANADA POUR LE PACIFIQUE

Agency of Canada (PacifiCan)  
April 01, 2024 to March 31, 2025