



Military Police
Complaints Commission
of Canada

Commission d'examen des plaintes
concernant la police militaire
du Canada

Privacy Act

Annual Report

April 1, 2021 – March 31, 2022

For an electronic version of the publication, please consult the Military Police Complaints Commission of Canada's website at mpcc-cppm.gc.ca.

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Catalogue No. DP2-4E

ISSN 2369-1816

1. Introduction

Purpose of the *Privacy Act*

The [Privacy Act](#) (PA) protects the privacy of individuals with respect to personal information about themselves held by a government institution and provides individuals with a right of access to that information.

The Annual Report to Parliament on the PA is prepared and tabled in Parliament in accordance with [section 72 of the PA](#).

Military Police Complaints Commission of Canada

The Mandate

The Military Police Complaints Commission of Canada (MPCC) provides independent civilian oversight of the Canadian Armed Forces (CAF) Military Police (MP) and carries out its quasi-judicial functions pursuant to the powers conferred under [Part IV of the National Defence Act](#).

The MPCC reviews and investigates complaints concerning MP conduct and investigates allegations of interference in MP investigations. The MPCC reports its findings and makes recommendations directly to the MP and national defence leadership.

The Mission

The mission of the MPCC is to promote and ensure the highest standards of conduct of MP in the performance of policing duties, and to discourage interference in any MP investigation.

2. Application of the *Privacy Act*

Organizational Structure

The Organization

The Military Police Complaints Commission of Canada (MPCC) is a micro-agency consisting of 29 planned full-time equivalents with an ongoing annual budget of \$4.7M.

As Deputy Head, the Chairperson is supported by the Senior General Counsel and Director General, the Senior Director of Corporate Services, the General Counsel and Senior Director of Operations, up to four part-time Governor in Council (GIC) appointed Commission Members, MPCC personnel and consultants.

The MPCC did not provide services related to privacy to other government institutions and was not party to any services agreements with other government institutions under [section 73.1 of the Privacy Act](#).

MPCC Access to Information and Privacy (ATIP) Program

The MPCC ATIP program provides services/products under the *Access to Information Act* (ATIA) and PA, but also provides services/products during the phases of large Public Interest Hearings (PIH) and investigations. Furthermore, the MPCC continues to utilize an *Access to Information and Privacy Framework – Plans and Strategies* encompassing documented processes and management accountability to strengthen the integrity of the ATIP program.

MPCC Access to Information and Privacy Coordinator and Personnel

The ATIP Coordinator for the MPCC is the Senior Director of Corporate Services (SDCS) who is supported by the Senior Planning and Administration Coordinator (SPAC) and the Administrative Services Officer. The MPCC also engages an ATIP consultant, as required. As such, PA requests are a shared responsibility between two delegated salaried employees, an assistant who provides administrative support and the Offices of Primary Interest (i.e. Operations, Registrar, Finance, the Records and Information Management Officer, etc.) who also perform ATIP duties in addition to their regular workload.

The main activities of the individual handling PA requests are the following:

- Handles assigned cases, analyzes purpose/history of request, interprets legislation and determines information that may be disclosed, exempted and excluded;
- Provides advice and consultation to requesters and third-party stakeholders and MPCC management and employees, responds to questions and concerns and ensures that they have a clear understanding of legislation and MPCC policies and procedures for handling requests and other PA related issues, including document security classification;
- Conducts research and consultations with other departments and third parties to prepare responses to requesters;
- Analyzes and provides recommendations in the preparation of exhibits for disclosure during a PIH in accordance with PA legislation, Open Court Principles and other related policies and procedures; and
- Prepares reports for MPCC management on PA requests, other PA related issues, including statistical reports, Annual Reports for submission to Parliament and Info Source.

The MPCC does not have any regional offices.

3. Delegation Order

Pursuant to [section 73 of the PA](#), the Chairperson appointed the SDCS, the SPAC and the Administrative Services Officer with the duty to exercise certain powers and to perform duties and functions under the PA and Regulations. ([Appendix A – Privacy Act Delegation Order](#)).

4. Privacy Act Statistics

During this review period, the MPCC received seventeen (17) PA requests and closed nineteen (19) requests. Two (2) requests were outstanding from the previous year and were closed in this fiscal year.

Of the nineteen (19) PA requests received, three (3) requests were disclosed in part, two (2) requests were disclosed entirely, ten (10) requests were transferred to another government department and four (4) were requests for which no records existed.

The MPCC responded to seventeen (17) of the PA requests within the legislated 30-day timeline. Two (2) requests were the subject of a 30-day extension and were responded to within the legislated 60-day timeline. One of these requests included exemptions that were time limited in nature due to an on-going investigation process. In the spirit of facilitating access, the Commission kept the request open, instead of requiring the requestor resubmit a request later; the Commission responded with a second release once the investigation was completed, one hundred and ninety-nine (199) days after the initial request was submitted.

As a small micro-organization, COVID-19 related measures did not impact the MPCC's ability to fulfil its *Privacy Act* responsibilities.

For additional information, please refer to [Appendix B](#) and [Appendix C](#).

Extensions

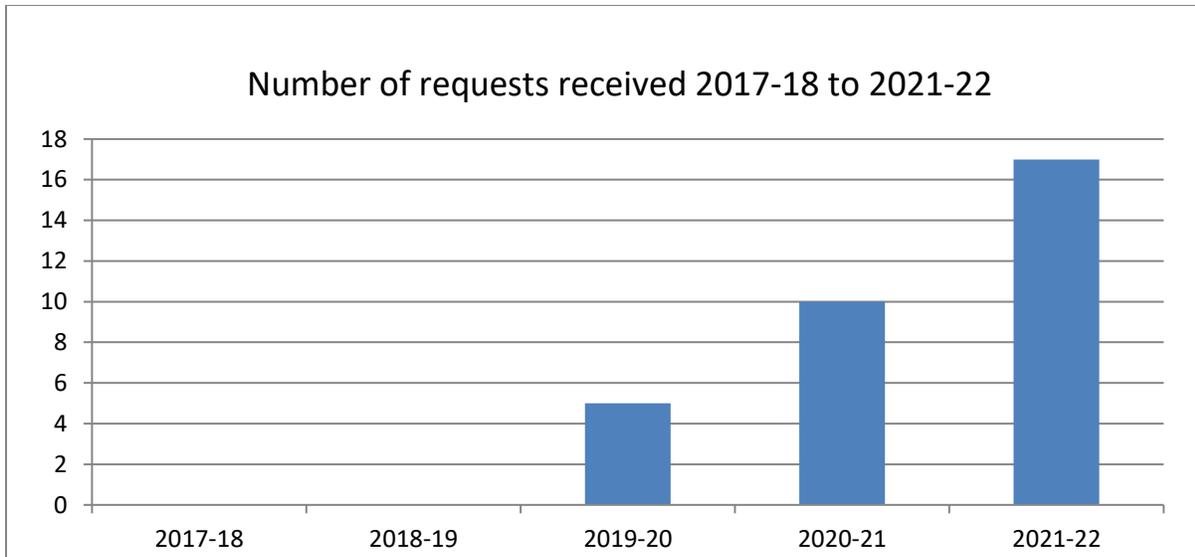
No extension was used under [Section 15 of the PA](#) due to external consultations.

Consultations from Other Institutions

The MPCC received and closed one (1) consultation received from other government departments within a 30-day timeframe.

Multi-Year Trends

Due to the generally small numbers of requests, it is difficult to extrapolate trends. No Privacy Requests were received by the MPCC in 2017-18 and in 2018-19. The MPCC received only five (5) Privacy Requests in 2019-20. The MPCC received only ten (10) requests in 2020-21. This number increased significantly during the current reporting period 2021-22. To note most of the requests received are intended to the Department of National Defence, to access Military Police documents, but are mistakenly submitted to us due to the name of our organization. We have seen an increase in such requests over the last two years since the launch of the centralized ATIP portal.



5. Training and Awareness

The MPCC's learning directive requires the completion of two mandatory online courses on privacy through the Canada School of Public Service, Access to Information and Privacy Fundamentals (I015) and Fundamentals of Information Management (I301). A training session was also held for two new part-time members in September 2021.

6. Institutional Policies and Procedures

During the reporting period, the MPCC accepted requests using the Government of Canada's ATIP Online Request Portal that provides a centralized point of access for the public for a faster, easier and more convenient way to submit access to information or privacy requests.

The MPCC continued to use a manual Tickler system (time limit reminder) to more efficiently respond to files within legislative deadlines and a weekly review of current files. Procedures for processing Access to Information were updated and provided to staff during ATIP training sessions.

Handling of Formal Requests

The MPCC has adopted the following process to handle formal requests:

1. Receive and acknowledge receipt of the privacy request;
2. Create a file and register the request including capturing and updating the information in the Report on the PA;
3. Review the request and determine next steps;
4. Gather and review all documents including redacting the information if required;
5. Validate and approve the release of the information; and
6. Audits.

Furthermore, several of the PA requests received are intended for the Department of National Defence (DND) and are received by the MPCC in error. As a result, in consultation with DND, the MPCC has developed a process to transfer the requests directly to DND without requiring the requestor to resubmit the request.

7. Complaints, Audits and Investigations

No audits were conducted and no appeals concerning PA requests with the MPCC were filed in Federal Court during the reporting period. No Privacy Complaints were received by MPCC during the reporting period.

8. Monitoring

All ATIP requests are monitored by the SDCS/ATIP Coordinator throughout the year and information such as the statistics and time to process PA requests are captured in an ATIP report. This monitoring occurs from the receipt to the closure of all PA requests.

On a quarterly basis, the SDCS/ATIP Coordinator submits ATIP reports (i.e. ATIA and PA Annual Reports and Statistical Reports, Info Source, Personal Information Bank, etc.) to the Executive Committee as a standing agenda item. The Executive Committee consists of the Chairperson (Deputy Head), the Senior General Counsel and Director General, the SDCS/ATIP Coordinator and the General Counsel and Senior Director of Operations. The report is tabled, discussed and approved at these quarterly meetings.

9. Privacy Breaches

No material privacy breach occurred at the MPCC during the reporting period.

10. Privacy Impact Assessments (PIAs)

No PIA were conducted during the reporting period.

11. Disclosure

The MPCC has not disclosed any personal information pursuant to [subsection 8\(2\)\(m\) of the PA](#).

APPENDIX A

Privacy Act Delegation Order



Military Police
Complaints Commission
of Canada

Commission d'examen des plaintes
concernant la police militaire
du Canada

Access to Information Act and Privacy Act Delegation Order

The Chairperson of the Military Police Complaints Commission of Canada, pursuant to [section 73 of the Access to Information Act](#) and [section 73 of the Privacy Act](#), hereby designates the persons holding the positions 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 Chairperson as the head of Military Police Complaints Commission of Canada, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

Arrêté de délégation en vertu de la Loi sur l'accès à l'information et de la Loi sur la protection des renseignements personnels

En vertu de l'[article 73 de la Loi sur l'accès à l'information](#) et de l'[article 73 de la Loi sur la protection des renseignements personnels](#), la présidente de la Commission d'examen des plaintes concernant la police militaire du 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 le/la président(e) est, en qualité de responsable de Commission d'examen des plaintes concernant la police militaire du Canada, investi[e] par les dispositions de la Loi ou de son règlement mentionnées en regard de chaque poste. Le présent document remplace et annule tout arrêté antérieur.

La présidente de
La Commission d'examen des plaintes concernant la police militaire du Canada

Hilary C. McCormack
Chairperson
Military Police Complaints Commission of Canada

Signed in Ottawa, Ontario, Canada this 15th day of May, 2019
Signé à Ottawa, Ontario, Canada le 15^{ème} jour de mai 2019

Privacy Act Delegation Order

The Chairperson of the Military Police Complaints Commission of Canada, pursuant to [section 73 of the Privacy Act](#), hereby designates the persons holding the positions 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 Chairperson as the head of the Military Police Complaints Commission of Canada, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous designation orders.

Privacy Act

Provision	Description	Chairperson*	Senior Director of Corporate Services	Senior Planning and Administration Coordinator	Administrative Services Officer
8(2)(e)	Disclose to investigative body	•	•		
8(2)(j)	Disclosure for research or statistical purposes	•	•		
8(2)(m)	Disclosure in the public interest or in the interest of the individual	•	•		
8(4)	Copies of requests under paragraph 8(2)(e)	•	•	•	•
8(5)	Notice of disclosure under paragraph 8(2)(m)	•	•		
9(1)	Record of disclosure	•	•		
9(4)	Consistent uses	•	•		
10	Personal information banks	•	•		
14	Notice where access requested	•	•	•	•
15	Extension of time	•	•		
16(1)(a)(b)	Where access refused	•	•		
17(2)(b)	Language of access	•	•	•	•
17(3)(b)	Access in an alternative format	•	•	•	•
Exemption Provisions of the Privacy Act					
Provision	Description	Chairperson*	Senior Director of Corporate Services	Senior Planning and Administration Coordinator	Administrative Services Officer
18(2)	Exemption – Exempt banks	•	•		
19(1)	Exemption – Personal information obtained in confidence	•	•		

19(2)	Exemption – where disclosure authorized	•	•		
20	Exemption – Federal-provincial affairs	•	•		
21	Exemption – International affairs and defence	•	•		
22	Exemption – Law enforcement and investigations	•	•		
22.3	Exemption – <i>Public Servants Disclosure Protection Act</i>	•	•		
23	Exemption – Security clearances	•	•		
24	Exemption – Individuals sentenced for an offence	•	•		
25	Exemption – Safety of individuals	•	•		
26	Exemption – Information about another individual	•	•		
27	Exemption – Solicitor-client privilege	•	•		
28	Exemption – Medical record	•	•		
Other Provisions of the Privacy Act					
Provision	Description	Chairperson*	Senior Director of Corporate Services	Senior Planning and Administration Coordinator	Administrative Services Officer
33(2)	Right to make representations	•	•		
35(1)(b)	Notice of actions to implement recommendations of Commissioner	•	•	•	•
35(4)	Access to be given to complainant	•	•	•	•
36(3)(b)	Notice of actions to implement recommendations of Commissioner concerning exempt banks	•	•	•	•
51(2)(b)	Special rules for hearings	•	•		
51(3)	<i>Ex parte</i> representations	•	•		
72	Annual report to Parliament	•	•		

Privacy Regulations					
Provision	Description	Chairperson*	Senior Director of Corporate Services	Senior Planning and Administration Coordinator	Administrative Services Officer
9	Examination of information	•	•	•	•
11(2)	Notification that correction to personal information has been made	•	•	•	•
11(4)	Notification that correction to personal information has been refused	•	•	•	•
14	Examination in presence of medical practitioner or psychologist	•	•		

Dated at the City of Ottawa this 15th day of May 2019.

Hilary C. McCormack
Chairperson
Military Police Complaints Commission of Canada

APPENDIX B

2021-22 Statistical Report on the *Privacy Act*



Statistical Report on the *Privacy Act*

Name of institution: Military Police Complaints Commission of Canada

Reporting period: 2021-04-01 to 2022-03-31

Section 1: Requests Under the *Privacy Act*

1.1 Number of requests received

		Number of Requests
Received during reporting period		17
Outstanding from previous reporting periods		2
• Outstanding from previous reporting period	2	
• Outstanding from more than one reporting period	0	
Total		19
Closed during reporting period		19
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	15
E-mail	2
Mail	0
In person	0
Phone	0
Fax	0
Total	17

Section 2: Informal requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		2
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
Total		2
Closed during reporting period		2
Carried over to next reporting period		0

2.2 Channels of informal requests

Source	Number of Requests
Online	0
E-mail	2
Mail	0
In person	0
Phone	0
Fax	0
Total	2

2.3 Completion time of informal requests

Completion Time							
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
2	0	0	0	0	0	0	2

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
2	17	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							Total
	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	
All disclosed	2	0	0	0	0	0	0	2
Disclosed in part	0	1	1	0	0	1	0	3
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	13	1	0	0	0	0	0	14
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	15	2	1	0	0	1	0	19

3.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
18(2)	0	22(1)(a)(i)	1	23(a)	0
19(1)(a)	0	22(1)(a)(ii)	1	23(b)	0
19(1)(b)	0	22(1)(a)(iii)	1	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	3
19(1)(f)	0	22.1	0	27	2
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	
1	4	0	1	1	0

3.5 Complexity

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

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
13,468	9,541	5

3.5.2 Relevant pages processed by request disposition for paper and e-record 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	2	55	0	0	0	0	0	0	0	0
Disclosed in part	1	64	0	0	0	0	1	1,319	1	12,030
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	3	119	0	0	0	0	1	1319	1	12030

3.5.3 Relevant minutes processed and disclosed for audio formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
371	371	1

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	1	371
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	1	371

3.5.5 Relevant minutes processed and disclosed for video formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
140	140	1

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	1	140
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	1	140

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	2	0	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	2	0	0	0	2

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

Number of requests closed within legislated timelines	17
Percentage of requests closed within legislated timelines (%)	89.47368421

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
2	0	2	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	1	1
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	1	1
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	0	2	2

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 requests where an extension was 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 ConfidenceSection (Section 70)	External	Internal	
2	0	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 ConfidenceSection (Section 70)	External	Internal	
1 to 15 days	0	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	0	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	1	26	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	1	26	0	0
Closed during the reporting period	1	26	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
	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	
Disclose entirely	0	0	0	0	0	0	0	0
Disclose in part	1	0	0	0	0	0	0	1
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	1	0	0	0	0	0	0	1

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
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
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Section 12: Resources Related to the Privacy Act

12.1 Allocated Costs

Expenditures		Amount
Salaries		\$13,133
Overtime		\$0
Goods and Services		\$16,865
• Professional services contracts	\$16,865	
• Other	\$0	
Total		\$29,998

12.2 Human Resources

Resources	Person Years Dedicated to Privacy Activities
Full-time employees	0.130
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.016
Students	0.000
Total	0.146

Note: Enter values to three decimal places.

APPENDIX C

**2021-22 Supplemental Report on the
*Access to Information Act and the Privacy Act***

Supplemental Statistical Report on the *Access to Information Act* and the *Privacy Act*

Name of institution: Military Police Complaints Commission of Canada

Reporting period: 2021-04-01 to 2022-03-31

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 <i>Within</i> Legislated Timelines as of March 31, 2022	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2022	Total
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 or earlier	0	0	0

Total	0	0	0
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Row 8, Col. 3 of Section 3.1 must equal Row 7, Col. 1 of Section 1.1 of the 2021-2022 Statistical Report on the *Access to Information Act*

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 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 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.

	Open Requests	Open Requests	
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Fiscal Year Open Requests Were Received	that are <i>Within</i> Legislated Timelines as of March 31, 2022	that are <i>Beyond</i> Legislated Timelines as of March 31, 2022	Total
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 or earlier	0	0	0
Total	0	0	0

Row 8, Col. 3 of Section 4.1 must equal Row 7, Col. 1 of Section 1.1 of the 2021-2022 Statistical Report on the *Privacy Act*

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

Section 5: Social Insurance Number (SIN)

Did your institution receive authority for a new collection or new consistent use of the SIN in 2021-2022?	No
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