



Canadian Air Transport Administration canadienne  
Security Authority de la sûreté du transport aérien

# **Canadian Air Transport Security Authority**

**Annual Reports**  
**on the Administration of**  
**the *Access to Information Act***  
**and**  
**the *Privacy Act***

**2007-2008**



## ***I - INTRODUCTION***

Since its creation in April 2002 through Bill C-49, the Canadian Air Transport Security Authority (CATSA) has been responsible for the provision of key aviation security services at all major airports in Canada; namely, conducting security screening of passengers and their belongings.

CATSA's mission is to protect the public by securing critical elements of the air transportation system as assigned by the government.

Responsibility for processing requests received under the *Access to Information Act* and the *Privacy Act* rests with the General Manager, Office of the President and EVP, who is also the Authority's Access to Information and Privacy Coordinator. Due to the limited number of information requests, there is no staff dedicated to the function, and most of the work is done on a consulting basis. During this reporting period, there were no specific aspects of the workload that require elaboration.

This is the fifth annual report on the administration of the *Access to Information Act* and *Privacy Act* that CATSA has tabled in Parliament. The previous such reports are available at the "Corporate Publications" section of the CATSA website: [www.catsa.gc.ca](http://www.catsa.gc.ca).

## ***II - ACCESS TO INFORMATION***

### ***WORKLOAD***

In 2007-2008, CATSA received 52 *Access to Information Act* requests, somewhat less than the 60 requests received the previous fiscal year. When combined with the ten requests carried over from 2006-2007, this means that CATSA was responsible for processing 62 requests during this reporting period.

Sixty-one requests were completed by March 31, 2008, and one request was carried forward into 2008-2009.

### ***STATISTICS***

Forty-one requests were from the media, three were from businesses and eight requests were from the public.



Of the sixty-one requests that were completed, full disclosure was provided for ten requests, partial disclosure was provided for thirty requests and nothing was disclosed for one request. In all cases where disclosure was made, copies were provided. Besides this, CATSA was unable to process twelve requests for various reasons including cases where there were no records, and eight requests were abandoned.

Where access was denied, these reasons were cited:

	<u>Number of Cases</u>
- international relations/defence	10
- security	18
- financial interests of Canada	4
- personal information	11
- third party commercial information	18
- operations of government	19
- testing procedures	1
- solicitor client privilege	1
- statutory prohibitions	4
- cabinet confidences	6

For the sixty-one requests completed in 2007-2008, it was necessary to extend the time frame of one request for search and the length of the extension was for 31 days or over. It was also necessary to extend the timeframe of fourteen requests in order to conduct external consultations; on six occasions the length of those extensions was for 31 days or over.

Forty-one requests were completed in 30 days or less, eleven requests took between 31 and 60 days to complete, eight requests took between 61 and 120 days to complete and it took 121 days or more to complete one request.

During 2007-2008, requesters complained to the Information Commissioner about various aspects of the processing of their requests on three occasions. To date, the matters have all been resolved.

## ***RESOURCES***

It is estimated that a total of \$ 55,000 was spent on the administration of the *Access to Information Act* and staffing amounted to 0.20 of a full-time equivalent.



### ***III – PRIVACY***

#### ***WORKLOAD***

In 2007-2008, CATSA received ten *Privacy Act* requests. One request had been carried over from 2006-2007.

All eleven of the requests were completed by March 31, 2008.

#### ***STATISTICS***

Of the eleven requests that were completed, partial disclosure was provided three times, it was not possible to process seven requests for various reasons and one request was transferred to another institution.

Access was denied on seven occasions, twice because the information was protected for reason of international affairs and defence, three times for reasons of law enforcement and investigation and twice because the information was about an individual other than the requester.

Ten requests were completed within 30 days and one request took between 31 to 60 days to complete.

No complaints were made to the Privacy Commissioner during 2007-2008.

CATSA did not have a requirement to initiate any Privacy Impact Assessments or Preliminary Privacy Impact Assessments. No disclosures were made pursuant to subsections 8(2)(a) to 8(2)(m) of the *Act*, and no new data matching or sharing activities were undertaken.

#### ***RESOURCES***

It is estimated that a total of \$ 15,000 was spent on the administration of the *Privacy Act* and staffing amounted to 0.10 of a full-time equivalent.

### ***IV - SUMMARY***

The Canadian Air Transport Security Authority takes its responsibilities under both the *Access to Information Act* and the *Privacy Act* very seriously and will continue to respond to requesters' needs as effectively and efficiently as possible.



## ***V - ANNEXES***

Annex A: Delegation Orders pursuant to s. 73 of the *Access to Information Act* and s. 73 of the *Privacy Act*

Annex B: Statistical Report on the Administration of the *Access to Information Act*

Annex C: Statistical Report on the Administration of the *Privacy Act*