



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***

**2006-2007**



## ***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 Director, Office of the President and EVP, who is also the Department'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 fourth 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 2006-2007, CATSA received 60 *Access to Information Act* requests, representing a 30% increase over the previous fiscal year. When combined with the seven requests carried over from 2005-2006, this means that CATSA was responsible for processing 67 requests during this reporting period.

Fifty-seven requests were completed by March 31, 2007, and the remaining ten requests were carried forward into 2007-2008.

### ***STATISTICS***

Thirty-seven requests were from the media, eleven were from businesses, nine requests were from the public and three requests were from organizations.

Of the fifty-seven requests that were completed, full disclosure was provided for eleven requests, partial disclosure was provided for twenty 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 fourteen requests for various reasons including cases where there were no records and eleven requests were abandoned.

Where access was denied, these reasons were cited:

	<u>Number of cases</u>
- government information obtained in confidence	1
- international relations/defence	3
- security	11
- personal information	11
- operations of government	11
- solicitor client privilege	3
- published material	1
- cabinet confidences	1

For the fifty-seven requests completed in 2006-2007, it was necessary to extend the time frame of twelve requests for search - in four of these cases the length of the extension was for 31 days or over. It was also necessary to extend the timeframe of seven requests in order to conduct external consultations – on six occasions the length of the extension was for 31 days or over. Finally, it was necessary to extend the time frame of one request by 31 days or more in order to conduct third party notifications.

Thirty-three requests were completed in 30 days or less, seven requests took between 31 and 60 days to complete, nine requests took between 61 and 120 days to complete and it took 121 days or more to complete the final eight requests.

During 2006-2007, requesters complained to the Information Commissioner about various aspects of the processing of their requests on four occasions. To date, the matters have all been resolved.

## ***RESOURCES***

It is estimated that a total of \$ 80,000 was spent on the administration of the *Access to Information Act* and staffing amounted to 0.70 of a full-time equivalent.

## ***III – PRIVACY***

### ***WORKLOAD***

In 2006-2007, CATSA received seven *Privacy Act* requests. No requests had been carried over from 2005-2006.

Six of the seven requests were completed by March 31, 2007, and the remaining request was carried forward into 2007-2008.

### ***STATISTICS***

Of the six requests that were completed, partial disclosure was provided twice, it was not possible to process three requests for various reasons and one request was abandoned.

Access was denied on two occasions, once because the information was protected for reason of international affairs and defence and once because the information was about an individual other than the requester.

Three requests were completed within 30 days and three requests took 121 days or more to complete.

No complaints were made to the Privacy Commissioner during 2006-2007.

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 0.20 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*