



The Canada-Newfoundland & Labrador Offshore Petroleum Board

**Privacy Act
Annual Report to Parliament
April 1, 2008 to March 31, 2009**

Privacy Act Annual Report to Parliament

PREFACE

The Privacy Act (Revised Statutes of Canada, Chapter A-1, 1985) was proclaimed on July 1, 1983. Section 72 of the Privacy Act requires that the head of every government institution shall prepare for submission to Parliament an annual report on the administration of the Act within the institution during each financial year.

This annual report is intended to describe how the Canada-Newfoundland & Labrador Offshore Petroleum Board (C-NLOPB) administered its responsibilities in the operation of the Privacy Act.

OVERVIEW OF THE CANADA-NEWFOUNDLAND & LABRADOR OFFSHORE PETROLEUM BOARD'S MANDATE AND MISSION

The Canada-Newfoundland and Labrador Offshore Petroleum Board (C-NLOPB) was established by the Federal and Provincial *Atlantic Accord Implementation Acts* as an independent arms-length regulator for the exploration for, and development and production of, the oil and gas resources in the Newfoundland & Labrador Offshore Area. It reports to the Government of Newfoundland & Labrador and the Government of Canada through the Province's Minister for Natural Resources and the Federal Minister for Natural Resources Canada.

The C-NLOPB has four primary mandates as follows:

- (i) Safety of Operations;
- (ii) Environmental Protection;
- (iii) Resource Management; and,
- (iv) Administering the Benefits provisions of the legislation.

PRIVACY ACT

ORGANIZATION AND IMPLEMENTATION

The Board's Information Resources Manager has been designated as the Board's Access to Information and Privacy Coordinator and exercises the powers delegated pursuant to the Privacy legislation.

The Board's enabling legislation contains a provision (s. 119) which prohibits the Board from releasing confidential information obtained from companies operating in the Newfoundland and Labrador Offshore Area without the consent of the party which provided it to the Board. The

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Access to Information Coordinator must be diligent in dealing with Privacy requests to ensure that the Board's s.119 obligations are not compromised and must undertake appropriate notification or consultation with interested parties before disclosing these records.

The ATIP Coordinator is responsible for providing updates of the Board's information holdings to the Treasury Board Secretariat for inclusion in the Info Source publication.

COMPLAINTS AND INVESTIGATIONS

During 2008-2009, there were no complaints made to the Privacy Commissioner regarding the application of the Privacy Act.

SUMMARY OF INFORMATION REQUESTS

The Board did not receive any requests under the *Privacy Act*.

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Institution Canada-Newfoundland and Labrador Offshore Petroleum Board	Reporting period / Période visée par le rapport April 1, 2008 to March 31, 2009
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I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels	
Received during reporting period / Reçues pendant la période visée par le rapport	Nil
Outstanding from previous period / En suspens depuis la période antérieure	Nil
TOTAL	Nil
Completed during reporting period / Traitées pendant la période visées par le rapport	Nil
Carried forward / Reportées	Nil

II Disposition of request completed / Disposition à l'égard des demandes traitées	
1. All disclosed / Communication totale	
2. Disclosed in part / Communication partielle	
3. Nothing disclosed (excluded) / Aucune communication (exclusion)	
4. Nothing disclosed (exempt) / Aucune communication (exemption)	
5. Unable to process / Traitement impossible	
6. Abandoned by applicant / Abandon de la demande	
7. Transferred / Transmission	
TOTAL	

III Exemptions invoked / Exemptions invoquées	
S. Art. 18(2)	
S. Art. 19(1)(a)	
(b)	
(c)	
(d)	
S. Art. 20	
S. Art. 21	
S. Art. 22(1)(a)	
(b)	
(c)	
S. Art. 22(2)	
S. Art. 23 (a)	
(b)	
S. Art. 24	
S. Art. 25	
S. Art. 26	
S. Art. 27	
S. Art. 28	

IV Exclusions cited / Exclusions citées	
S. Art. 69(1)(a)	
(b)	
S. Art. 70(1)(a)	
(b)	
(c)	
(d)	
(e)	
(f)	

V Completion time / Délai de traitement	
30 days or under / 30 jours ou moins	
31 to 60 days / De 31 à 60 jours	
61 to 120 days / De 61 à 120 jours	
121 days or over / 121 jours ou plus	

VII Translations / Traductions		
Translations requested / Traductions demandées		
Translations prepared / De l'anglais au français	English to French / De l'anglais au français	
Traductions préparées	French to English / Du français à l'anglais	

VIII Method of access / Méthode de consultation	
Copies given / Copies de l'original	
Examination / Examen de l'original	
Copies and examination / Copies et examen	

IX Corrections and notation / Corrections et mention	
Corrections requested / Corrections demandées	
Corrections made / Corrections effectuées	
Notation attached / Mention annexée	

VI Extentions / Prorogations des délais		
	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations		
Consultation		
Translation /Traduction		
TOTAL		

X Costs / Coûts	
Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	\$
Administration (O and M) / Administration (fonctionnement et maintien)	\$
TOTAL	\$
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	

TBS/SCT 350-63 (Rev. 1999/03)

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PRIVACY IMPACT ASSESSMENT

There were no Privacy Impact Assessments completed during this reporting period.

COSTS

There was no cost of administering the *Privacy Act* in 2008-2009.

DATA SHARING ACTIVITIES

There were no data sharing activities undertaken in this reporting period.