



THE PIERRE ELLIOTT TRUDEAU FOUNDATION

**Annual Report
on
Access to Information
and
Privacy**

September 1, 2007 to August 31, 2008

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A. INTRODUCTION

Legal Status

An independent and non-partisan Canadian charity, the Pierre Elliott Trudeau Foundation was established in 2001 under Part II of the *Canada Corporations Act* as a living memorial to the former Prime Minister by his family, friends, and colleagues. In 2002, the Government of Canada endowed the Foundation with a donation of \$125 million.

The Pierre Elliott Trudeau Foundation funds outstanding scholars who conduct research in crucial societal issues, and creates opportunities for dialogue and collaboration across organizations and disciplines under four key themes: Human Rights and Dignity, Responsible Citizenship, Canada in the World, and People and their Natural Environment. Since being established, the Foundation has granted over 150 major awards to top researchers and highly accomplished individuals, in Canada and abroad.

The Foundation is governed by a diverse and highly distinguished board of up to 18 directors, including two directors appointed by the Minister of Industry and two representatives of the family of the late Pierre Trudeau. Directors oversee the approximately \$147 million endowment and an annual operating budget of \$6 million, and they set policies and program directions for the Foundation.

Mission Statement

The Mission Statement adopted by the Board of Directors inspires the work of the Foundation, and shapes its Business Plan for 2008-2009.

MISSION STATEMENT

The Pierre Elliott Trudeau Foundation promotes outstanding research in the humanities and social sciences, and fosters a fruitful dialogue between scholars and policymakers in the arts community, business, government, the professions, and the voluntary sector.

The Foundation:

- *encourages emerging talent through the awarding of Trudeau Scholarships to the most talented doctoral students in Canada and abroad;*
- *appoints distinguished Trudeau Fellows and Mentors for their knowledge and wisdom to build an intellectual community supporting the work of the Scholars; and*
- *creates and maintains an international network of Trudeau Fellows, Scholars, and Mentors.*

The Foundation's activities revolve around four main programs: Scholarships, Fellowships, Mentorships, and the Public Interaction Program (PIP). The Foundation relies on a very efficient team of six full-time equivalents, in addition to three temporary contractual positions, to deliver its programs.

Trudeau Scholarship

Up to 15 Scholarships are awarded each year to support doctoral candidates pursuing research of compelling present-day concern, touching upon one or more of the four themes of the Foundation. Scholars are gifted individuals who are actively and concretely engaged in their fields and expected to become leading national and international figures.

Trudeau Scholars are encouraged to work with Trudeau Mentors and Fellows. Interaction with the Trudeau community, non-academic spheres and the general public is an essential element of the Scholarship program.

Trudeau Fellowship

Up to five Fellows are chosen each year in recognition of outstanding achievement, innovative approaches to issues of public policy and commitment to public engagement. The Foundation provides support for Fellows to make extraordinary contributions in their fields through leading-edge research and creative work. As the Fellowship Program grows, Fellows build a network of imaginative people working together from a variety of perspectives to address fundamental social and policy issues.

Trudeau Mentorship

Up to 12 Mentors are appointed each year in recognition of their outstanding policy and decision-making experience in varied sectors of Canadian society. While recognizing that the Scholar's university-appointed supervisor has full responsibility for the direction of the student's dissertation, the Mentor offers the Scholar the benefit of his or her wisdom, opens a new world of practical experience, and provides access to coveted connections. Mentors also engage actively in the evolving Trudeau Foundation community.

Mentors are drawn from an impressive array of professional backgrounds, including the creative arts, journalism, business, public service, the legal profession, research and advocacy. Most have an international background.

Public Interaction Program

The Public Interaction Program (PIP) brings together all Trudeau award winners — Fellows, Scholars and Mentors — to generate informed and lively debates on major issues of public policy affecting Canadians and global society. The Foundation is building a community of creative and critical thinkers while providing ways for them and the public to work together to generate and communicate ideas that matter.

PIP comes to life through four major annual events — the Trudeau Annual Conference on Public Policy, the Mentors-Scholars Retreat, the Summer Institute, and the Trudeau Lectures). In addition, members of the Trudeau Community are encouraged to organize public policy workshops and seminars linked to one or several of the Foundation themes with a view to generating a richer debate on important societal issues.

Access to Information and Privacy at the Foundation

The Foundation has been listed as a federal institution and subject to the *Access to Information Act* and the *Privacy Act* since April 1, 2007. Although the Foundation's management, staff and directors firmly believe in a transparent and accountable management necessary to its charity status, the implementation of the Acts has been a departure from our tradition of management as an independent corporation. This first year under the act has been one of learning, structuring and trying to adapt the best practices in place in federal institutions to our small and lean organization.

The *Access to Information Act* and the *Privacy Act* (R.S., 1985, c. A-1 and c. P-21) were proclaimed on July 1, 1983.

The purpose of the *Access to information Act* is to provide all individuals and corporate entities present in Canada a right of access to information in records under the control of a government institution in accordance with the principles that government information should be available to the public, that necessary exceptions to the right of access should be limited and specific and that decisions on the disclosure of government information should be reviewed independently of government.

The purpose of the *Privacy Act* is to protect the privacy of individuals with respect to personal information about themselves held by a government institution and that provide individuals with a right of access to that information.

Section 72 of the *Access to Information Act* and Section 72 of the *Privacy Act* require that the head of every government institution prepare, for submission to Parliament, an annual report on the administration of the Acts within the institution during each financial year.

This annual report is intended to describe how The Pierre Elliott Trudeau Foundation administered its responsibilities in the operation of the *Access to Information Act* and the *Privacy Act* from September 1, 2007 through to August 31, 2008.

B. ADMINISTRATION OF THE ACCESS TO INFORMATION ACT AND THE PRIVACY ACT

Delegation of Authority

The President and CEO of the Foundation is designated as the head of the institution for the purpose of both the *Access to Information Act* and the *Privacy Act*.

The Director of Corporate Services and Public Affairs has been delegated the authority to oversee the administration of the Acts and to ensure compliance with the legislation (see Appendix D). The Director of Corporate Services and Public Affairs directly reports to the President and CEO of the Foundation.

Policies and procedures

In 2007, the Foundation developed its *Access to Information Policy* and *Privacy Policy* on the administration of the legislation. All employees were notified of its posting on the Foundation's web site. Employees are advised to contact the Director of Corporate Services and Public Affairs with questions or concerns.

It is Foundation policy to routinely release, in an informal manner, any information that does not qualify for an exemption or that is not excluded under the *Access to Information Act* or the *Privacy Act*.

The Foundation also provides access to its annual reports, external audits and evaluations from the public library on its web site at:

<http://www.trudeaufoundation.ca/trudeaufoundation/.browse/resource/public?l=en>.

Despite its being a small and lean organisation with limited resources dedicated to programs as required by the charity status and funding agreement, the Pierre Elliott Trudeau Foundation was already a highly transparent organization, and has had a comprehensive corporate governance structure in place to ensure effectiveness and accountability at all times prior to the coming. In terms of procedures in handling the requests, we are keeping the same lean approach as the one adopted to operate our core programs. Upon reception of a request addressed to either the Privacy Officer or the Access to Information Officer of the Foundation, the Director of Corporate Services and Public Affairs opens a file and makes sure that any required resources is called upon to ensure a swift and satisfactory treatment of the request. She relies mainly on external resources to support her in the processing of the requests and related requirements, which has significantly increased the operation costs of the Foundation (see Section C).

The Foundation has retained the services of a consulting firm specialized in access to information and privacy to inform and guide its processing of the request during this first year of application of the Acts. The Foundation has also contracted a retainer with a law firm to receive legal advice on any aspects of the legislation. On-contract assistantship has also been secured to ensure proper administrative support during and in between the handling of requests.

Information Holdings

A description of the classes of institutional records held by the Foundation can be found in the Treasury Board Secretariat of Canada publications entitled *InfoSource – Sources of Federal Government Information 2007-2008* (Chapter 139) and *Sources of Federal Employee Information 2007-2008* (Chapter 139). The Foundation does not have exempt banks.

The above-mentioned publications can be found in public and academic libraries, constituency offices of federal members of Parliament, and on the Internet.

Reading Room

The boardroom at the Foundation's office in Montreal has been designated as the public reading room for the purpose of reviewing publications and other public materials.

Education and Training Activities

During this reporting period, the Director of Corporate Services and Public Affairs attended the 3.5-day training session held by the Treasury Board Secretariat on both the *Access to Information Act* and the *Privacy Act*. The session was intended for the participants to become better acquainted with the legislation requirements and to learn how to process such requests. It was deemed essential as the Foundation did not have any experience in the field and that the administration of the legislation is only one of the many files included in the Director's portfolio.

The Director of Corporate Services and Public Affairs continually provides advice and guidance to staff and requesters on compliance requirements of both pieces of legislation, by means of continuous dialogue.

Complaints

No complaints were filed against the Foundation with either the Office of the Information Commissioner or the Office of the Privacy Commissioner during this reporting period.

C. INTERPRETATION OF THE REPORT ON THE *ACCESS TO INFORMATION ACT*

The following is provided to assist the reader in the interpretation of the information reported in Annex A.

Part I: Requests processed

A total of six requests were processed by the Foundation between September 1, 2007 and August 31, 2008. During this current reporting period, six new requests were received and no requests were carried forward from the previous reporting period. Responses to these requests involved the page-by-page review of a considerable amount of records.

Of these requests received, five were completed during the reporting period and only one was carried forward to the next reporting period as it came in just before the end of the reporting period.

Organizations were the predominant access client group. During the reporting period, four (67 %) of the requests were received from this group. The other two requests were from news media (33 %). The Academic sector, the Business community or the Public at large filed no request.

Part II: Disposition of requests completed

Of the 5 requests completed during 2007-2008, the Foundation granted access, in whole, to the records on 4 occasions: those four records were all disclosed, and one request was treated informally as the information requested was already publicly available on the Foundation's web site.

Part III: Exemptions invoked

No exemptions were invoked during the reporting period.

Part IV: Exclusions cited

No exclusions were cited during the reporting period.

Part V: Completion time

During 2007-2008, all the five requests (100%) were completed within 30 days or less.

Part VI: Extensions

No extensions beyond the prescribed time limit of 30 days were required during the reporting period.

Part VII: Translations

Translation services related to Access to Information requests were not required during this fiscal year.

Part VIII: Method of access

In all cases where access was granted during the year, the Foundation provided copies of records to the requester. The Foundation responded to a few requests via e-mail, and provided responses in electronic format when requested.

Part IX: Fees

The Access to Information Act authorizes fees for certain activities related to the processing of formal requests under the Act. In addition to a \$5 application fee, search, preparation and reproduction charges may also apply. The current fee structure is specified in the Access to Information Regulations. No fees are imposed for reviewing records, overhead or shipping costs. Moreover, in accordance with Section 11 of the Act, no fees are charged for the first five hours required to search for records, or to prepare any part of these for disclosure.

The Access to Information Act permits the waiving of fees when deemed to be in the public interest.

Of the six requests received, the Foundation returned the application fee in two cases as the cheques were made to the Receiver General of Canada. The Foundation, which has no Receiver General account, returned the cheque to the requesters asking that the cheque be made payable to the Foundation instead. The Foundation decided to move forward and start processing the requests even though the application fees were not paid. In one case, the requester has not returned a new cheque and therefore, the records have been disclosed without collecting any fees. The amount of \$20.00 was collected in the reporting period as application fees and no other fees were collected this year under the *Access to Information Act*.

Part X: Costs

In 2007-2008, the direct cost of administering the Access to Information Act, including information and training sessions and consulting fees, totalled \$35,014, consisting of approximately \$7,000 in salary costs for 0.14 person-years, and \$28,014 for administration costs.

The high proportion of administration costs in comparison to salary costs is explained by the small size of the Foundation that forces it to rely on external resources to alleviate the burden on its limited human resources and to tap into adequate expertise that cannot be developed internally given the low volume of requests processed.

Supplemental Reporting Requirements for 2007-2008

Annex C was attached to the Statistical Reports on the Access to Information and Privacy Acts Call Letter (Implementation Report No. 111). The following is provided to assist the reader in the interpretation of the information reported in Annex C with regards to the *Access to Information Act*.

No exemptions were invoked pursuant to Subsections 13(e), 14(e), or 14(b).

No exclusions were cited pursuant to Subsections 69.1.

D. INTERPRETATION OF THE REPORT ON THE *PRIVACY ACT*

The following is provided to assist the reader in the interpretation of the information reported in Annex B.

Part I: Requests processed

The Foundation received 1 request under the *Privacy Act* from September 1, 2007 through to August 31, 2008. The request was completed during the reporting period.

Part II: Disposition of requests completed

The Applicant for the Privacy request received was provided with access to all information requested.

Part III: Exemptions invoked

The exemption applied related to personal information about an individual other than the individual who made the request (Section 26).

Part IV: Exclusions cited

There were no cases in which exclusions were cited.

Part V: Completion time

The request under the *Privacy Act* was completed in 30 days or less.

Part VI: Extensions

No extensions were requested.

Part VII: Translations

No translations were requested.

Part VIII: Method of access

The method of access preferred was to receive copies of the requested information.

Part IX: Corrections and notation

There were no requests made for corrections during this reporting period.

Part X: Costs

In 2007-2008, the direct cost of administering the *Privacy Act*, including information and training sessions and consulting fees, totalled \$30,386, consisting of approximately \$684 in salary costs for 0.02 person-years, and \$29,752 for administration costs.

The high proportion of administration costs in comparison to salary costs is explained by the small size of the Foundation that forces it to rely on external resources to alleviate the burden on its limited human resources and to tap into adequate expertise that cannot be developed internally given the low volume of requests processed.

Supplemental Reporting Requirements for 2007-2008

Annex C was attached to the Statistical Reports on the Access to Information and Privacy Acts Call Letter (Implementation Report No. 111). The following is provided to assist the reader in the interpretation of the information reported in Annex C with regards to the *Privacy Act*.

No Preliminary Privacy Impact Assessments and no Privacy Impact Assessments were either initiated or completed during the reporting period.

No Privacy Impact Assessments were forwarded to the Office of the Privacy Commissioner during the reporting period.



APPENDIX A

REPORT ON THE ACCESS TO INFORMATION ACT RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATION

| | | | | | |
|--|---------------------|---------------------------------------|------------------------------------|--|-------------|
| Institution La Fondation Pierre Elliott Trudeau / The Pierre Elliott Trudeau Foundation | | | | Reporting period / Période visée par le rapport 2007-09-01 – 2008-08-31 | |
| Source | Media / Médias 2 | Academia / Secteur universitaire 0 | Business / Secteur commercial 0 | Organization / Organisme 4 | Public 0 |

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

| | |
|--|----------|
| Received during reporting period / Reçues pendant la période visée par le rapport | 6 |
| Outstanding from previous period / En suspens depuis la période antérieure | 0 |
| TOTAL | 6 |
| Completed during reporting period / Traitées pendant la période visées par le rapport | 5 |
| Carried forward / Reportées | 1 |

II Disposition of requests completed / Disposition à l'égard des demandes traitées

| | | | |
|---|---|--|----------|
| 1. All disclosed / Communication totale | 4 | 6. Unable to process / Traitement impossible | 0 |
| 2. Disclosed in part / Communication partielle | 0 | 7. Abandoned by applicant / Abandon de la demande | 0 |
| 3. Nothing disclosed (excluded) / Aucune communication (exclusion) | 0 | 8. Treated informally / Traitement non officiel | 1 |
| 4. Nothing disclosed (exempt) / Aucune communication (exemption) | 0 | TOTAL | 5 |
| 5. Transferred / Transmission | 0 | | |

II Exemptions invoked / I Exemptions invoquées

| | | | | | | | |
|---|---|------------------|---|------------------|---|------------------|---|
| S. Art. 13(1)(a) | 0 | S. Art. 16(1)(a) | 0 | S. Art. 18(b) | 0 | S. Art. 21(1)(a) | 0 |
| (b) | 0 | (b) | 0 | (c) | 0 | (b) | 0 |
| (c) | 0 | (c) | 0 | (d) | 0 | (c) | 0 |
| (d) | 0 | (d) | 0 | S. Art. 19(1) | 0 | (d) | 0 |
| S. Art. 14 | 0 | S. Art. 16(2) | 0 | S. Art. 20(1)(a) | 0 | S. Art. 22 | 0 |
| S. Art. 15(1) International rel. / Relations intern. | 0 | S. Art. 16(3) | 0 | (b) | 0 | S. Art. 23 | 0 |
| Defence / Défense | 0 | S. Art. 17 | 0 | (c) | 0 | S. Art. 24 | 0 |
| Subversive activities / Activités subversives | 0 | S. Art. 18(a) | 0 | (d) | 0 | S. Art. 26 | 0 |

I Exclusions cited / V Exclusions citées

| | | | |
|------------------|---|------------------|---|
| S. Art. 68(a) | 0 | S. Art. 69(1)(c) | 0 |
| (b) | 0 | (d) | 0 |
| (c) | 0 | (e) | 0 |
| S. Art. 69(1)(a) | 0 | (f) | 0 |
| (b) | 0 | (g) | 0 |

V Completion time / Délai de traitement

| | |
|---|---|
| 30 days or under / 30 jours ou moins | 5 |
| 31 to 60 days / De 31 à 60 jours | 0 |
| 61 to 120 days / De 61 à 120 jours | 0 |
| 121 days or over / 121 jours ou plus | 0 |

V Extensions / I Prorogations des délais

| | | |
|--------------------------|---|---------------------------------------|
| | 30 days or under / 30 jours ou moins | 31 days or over / 31 jours ou plus |
| Searching / Recherche | 0 | 0 |
| Consultation | 0 | 0 |
| Third party / Tiers | 0 | 0 |
| TOTAL | 0 | 0 |

VI Translations / I Traduction

| | |
|---|---|
| Translations requested / Traductions demandées | 0 |
| Translations prepared / Traductions préparées | 0 |
| English to French / De l'anglais au français | 0 |
| French to English / Du français à l'anglais | 0 |

VIII Method of access / Méthode de consultation

| | |
|--|---|
| Copies given / Copies de l'original | 5 |
| Examination / Examen de l'original | 0 |
| Copies and examination / Copies et examen | 0 |

I Fees / X Frais

| | | | |
|---|----|--|-----------|
| Net fees collected / Frais net perçus | | | |
| Application fees / Frais de la demande | 20 | Preparation / Préparation | 0 |
| Reproduction | 0 | Computer processing / Traitement informatique | 0 |
| Searching / Recherche | 0 | TOTAL | 20 |
| Fees waived / Dispense de frais | | No. of times / Nombre de fois | \$ |
| \$25.00 or under / 25 \$ ou moins | | 0 | \$ 0 |
| Over \$25.00 / De plus de 25 \$ | | 0 | \$ 0 |

X Costs / Coûts

| | |
|--|------------------|
| Financial (all reasons) / Financiers (raisons) | |
| Salary / Traitement | \$ 7,000 |
| Administration (O and M) / Administration (fonctionnement et maintien) | \$ 28,014 |
| TOTAL | \$ 35,014 |
| Person year utilization (all reasons) / Années-personnes utilisées (raison) | |
| Person year (decimal format) / Années-personnes (nombre décimal) | 0.14 |





a

APPENDIX B**REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION
DES RENSEIGNEMENTS PERSONNELS**

| | |
|--|--|
| Institution La Fondation Pierre Elliott Trudeau / The Pierre Elliott Trudeau Foundation | Reporting period / Période visée par le rapport 2007-09-01 – 2008-08-31 |
|--|--|

| 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 | 1 |
| Outstanding from previous period / En suspens depuis la période antérieure | 0 |
| TOTAL | 1 |
| Completed during reporting period / Traitées pendant la période visées par le rapport | 1 |
| Carried forward / Reportées | 0 |

| II Disposition of request completed / Disposition à l'égard des demandes traitées | |
|--|----------|
| 1. All disclosed / Communication totale | 1 |
| 2. Disclosed in part / Communication partielle | 0 |
| 3. Nothing disclosed (excluded) / Aucune communication (exclusion) | 0 |
| 4. Nothing disclosed (exempt) / Aucune communication (exemption) | 0 |
| 5. Unable to process / Traitement impossible | 0 |
| 6. Abandoned by applicant / Abandon de la demande | 0 |
| 7. Transferred / Transmission | 0 |
| TOTAL | 1 |

| III Exemptions invoked / Exceptions invoquées | |
|--|---|
| S. Art. 18(2) | 0 |
| S. Art. 19(1)(a) | 0 |
| (b) | 0 |
| (c) | 0 |
| (d) | 0 |
| S. Art. 20 | 0 |
| S. Art. 21 | 0 |
| S. Art. 22(1)(a) | 0 |
| (b) | 0 |
| (c) | 0 |
| S. Art. 22(2) | 0 |
| S. Art. 23 (a) | 0 |
| (b) | 0 |
| S. Art. 24 | 0 |
| S. Art. 25 | 0 |
| S. Art. 26 | 1 |
| S. Art. 27 | 0 |
| S. Art. 28 | 0 |

| IV Exclusions cited / Exclusions citées | |
|--|---|
| S. Art. 69(1)(a) | 0 |
| (b) | 0 |
| S. Art. 70(1)(a) | 0 |
| (b) | 0 |
| (c) | 0 |
| (d) | 0 |
| (e) | 0 |
| (f) | 0 |

| V Completion time / Délai de traitement | |
|--|---|
| 30 days or under / 30 jours ou moins | 1 |
| 31 to 60 days / De 31 à 60 jours | 0 |
| 61 to 120 days / De 61 à 120 jours | 0 |
| 121 days or over / 121 jours ou plus | 0 |

| 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 | 0 | 0 |
| Consultation | 0 | 0 |
| Translation / Traduction | 0 | 0 |
| TOTAL | 0 | 0 |

| VII Translations / Traductions | | |
|--|---|---|
| Translations requested / Traductions demandées | | 0 |
| Translations prepared / Traductions préparées | English to French / De l'anglais au français | 0 |
| | French to English / Du français à l'anglais | 0 |

| VIII Method of access / Méthode de consultation | |
|--|---|
| Copies given / Copies de l'original | 1 |
| Examination / Examen de l'original | 0 |
| Copies and examination / Copies et examen | 0 |

| IX Corrections and notation / Corrections et mention | |
|---|---|
| Corrections requested / Corrections demandées | 0 |
| Corrections made / Corrections effectuées | 0 |
| Notation attached / Mention annexée | 0 |

| X Costs / Coûts | |
|---|------------------|
| Financial (all reasons) / Financiers (raisons) | |
| Salary / Traitement | \$ 634 |
| Administration (O and M) / Administration (fonctionnement et maintien) | \$ 29,752 |
| TOTAL | \$ 30,386 |
| Person year utilization (all reasons) / Années-personnes utilisées (raisons) | |
| Person year (decimal format) / Années-personnes (nombre décimal) | 0.02 |



APPENDIX C
SUPPLEMENTAL REPORTING ON
THE ACCESS TO INFORMATION ACT AND
THE PRIVACY ACT

**Supplemental Reporting
Requirements for 2007-
2008**

**Exigences en matière de
rapports pour 2007-2008**
Loi sur l'accès à l'information

Access to Information Act

In addition to the reporting requirements addressed in form TBS/SCT 350-62 "Report on the Access to Information Act", institutions are required to report on the following using this form:

En plus des exigences relatives à l'établissement de rapports dont on traite dans le formulaire TBS/SCT 350-62, « Rapport concernant la Loi sur l'accès à l'information », les institutions sont tenues de déclarer ce qui suit en utilisant le présent formulaire :

Part III – Exemptions invoked

Partie III – Exceptions invoquées

Section 13

Article 13

Subsection 13(e)
0

Paragraphe 13(e) 0

Section 14

Article 14

Subsections 14(a)
0

Paragraphes 14(a)
0

14(b)
0

14(b)
0

Part IV – Exclusions cited:

Partie IV – Exclusions citées

Subsection 69.1
0

Paragraphe 69.1 0

Supplemental Reporting Requirements for 2007-2008 Privacy Act

Treasury Board Secretariat is monitoring compliance with the Privacy Impact Assessment (PIA) Policy (which came into effect on May 2, 2002) through a variety of means. Institutions are therefore required to report the following information for the 2007-2008 reporting period.

Indicate the number of:

Preliminary Privacy Impact Assessments initiated: 0

Preliminary Privacy Impact Assessments completed: 0

Privacy Impact Assessments initiated: 0

Privacy Impact Assessments completed: 0

Privacy Impact Assessments forwarded to the Office of the Privacy Commissioner (OPC): 0

If your institution did not undertake any of the activities noted above during the reporting period, this must be stated explicitly.

Exigences en matière d'établissement de rapports pour 2007-2008 Loi sur la protection des renseignements personnels

Le Secrétariat du Conseil du Trésor surveille la conformité à la Politique sur l'Évaluation des facteurs relatifs à la vie privée (EFVP) (qui est entrée en vigueur le 2 mai 2002) par divers moyens. Les institutions sont donc tenues de déclarer les renseignements suivants pour la période de déclaration 2007-2008.

Prière d'indiquer le nombre :

d'évaluations préliminaires des facteurs relatifs à la vie privée amorcées : 0

d'évaluations préliminaires des facteurs relatifs à la vie privée achevées : 0

d'évaluations des facteurs relatifs à la vie privée amorcées : 0

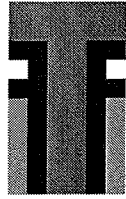
d'évaluations des facteurs relatifs à la vie privée achevées : 0

d'évaluations des facteurs relatifs à la vie privée acheminées au Commissariat à la protection de la vie privée (CPVP) : 0

Si votre institution n'a pas entrepris l'une ou l'autre des activités susmentionnées durant la période de rapport, cela doit être mentionné de façon explicite.

| Discrepancies | Divergences |
|----------------------|--------------------|
| N/A | S/O |

APPENDIX D
DELEGATION OF AUTHORITY



FONDATION
TRUDEAU
FOUNDATION

MEMO

DESTINATAIRE / TO : Élise Comtois

EXPEDITEUR / FROM : Pierre-Gerlier Forest

DATE : Le 9 octobre 2007

OBJET / REGARDING : Délégation de pouvoirs – LAIPRP

Madame,

À titre de président et chef de la direction de la Fondation et en conformité avec l'article 73 de la Loi sur l'accès à l'information et de la Loi sur la protection des renseignements personnels, je désigne le titulaire du poste de Directeur des services de gestion et des affaires publiques, que vous êtes, pour exercer le pouvoir, les responsabilités et les devoirs du président comme chef de l'institution fédérale pour toutes les sections des deux Lois à laquelle la Fondation est assujettie.

Cette délégation prendra effet à compter d'aujourd'hui.

Meilleures salutations,



Pierre-Gerlier Forest, Ph.D.