



## Internet Summary Form

### Section 1 – PIA Overview

#### 1) Name of program or activity:

Annual Compliance Reporting (ACR) Online

#### 2) Institution(s) responsible for delivering program or activity:

Canadian Nuclear Safety Commission

#### 3) CNSC official responsible for the Privacy Impact Assessment:

André Régimbald, Director General, Directorate of Nuclear Substance Regulation

#### 4) CNSC delegate for section 10 of the *Privacy Act*:

Hugh Robertson, Director General, Information Management and Technology Directorate

#### 5) The new or modified program or activity complies with the following legislation:

Legal and policy authority for program or activity:

- *Nuclear Safety and Control Act* (NSCA) (section 27)
- licence conditions contained in the licences issued to operators of Type II nuclear facilities and nuclear substances and radiation devices (NSRDs) pursuant to the NSCA and its Regulations

#### 6) Description of the program or activity

The mission of the Canadian Nuclear Safety Commission (CNSC) is to regulate the use of nuclear energy and materials to protect health, safety, security and the environment, and to respect Canada's international commitments on the peaceful use of nuclear energy.

The CNSC's Harmonized Plan for Improvement Initiatives (HP) is a corporate, client-driven improvement plan that is intended to integrate and align all cross-functional improvement initiatives into a single prioritized plan. The HP helps to identify the commonalities between the different improvement initiatives and streamline, prioritize and distribute resources to achieve maximum efficiency.

The Licensing and Compliance project is part of the HP. This project establishes processes, business requirements, policies, definitions, procedures, work instructions and forms that describe and support licensing and certification activities conducted by the Regulatory Operations Branch (ROB). Managing compliance is a core process of



monitoring and enforcing conformity with the regulatory requirements of the NSCA, and the regulations, licences, certificates and approvals issues under the Act.

The Annual Compliance Report (ACR) is an integral component of verifying compliance. The ACR process starts when the CNSC sends a reminder letter to the licensee. Once the licensee writes the report and submits it, the CNSC reviews it. The process concludes when the information contained in the ACR is saved to the appropriate CNSC data repositories.

Although different business areas within ROB receive and manage compliance reports, the Directorate of Nuclear Substance Regulation (DNSR) has been identified as the business lead for the ACR Online project. As such, the technology solution was developed based on the DNSR business requirements.

Because implementing the project will involve the collection, use, disclosure and retention of personal information from Class 2 and NSRD licensees, the CNSC has initiated a privacy impact assessment (PIA).

## **Section 2 - Privacy Impact Assessment Findings**

This PIA report, produced according to Treasury Board Secretariat guidelines, examines the privacy-related impacts of the ACR Online initiative and proposes appropriate mitigation strategies for the identified privacy risks associated with that system.

In particular, the assessment process identifies low risks relating to performance measurement, indirect collection, notice, breach and the requirement for personal information banks. Recommendations are provided to mitigate all of these issues.

As the CNSC moves forward with the ACR Online project, privacy principles and fair information practices, as outlined in both the Standards Council of Canada's *Model Code for the Protection of Personal Information* and the *Privacy Act*, will continue to be core program objectives.