



Privacy Impact Assessment Summary – Human Resources Information System and Payroll Solution (HRIS)

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This is a summary of the Privacy Impact Assessment (PIA) completed by Valencia IIP Advisors Limited for the Canadian Air Transport Security Authority (CATSA) for the Human Resources Information System and Payroll Solution (HRIS) project. The PIA was conducted using the Treasury Board of Canada Secretariat guidelines for conducting PIAs, which incorporates the ten principles of the Canadian Standards Association (CSA) Model Code for assessing fair information handling practices.

The CATSA HRIS is a cloud-based software-as-a-service solution to facilitate talent management and facilitate CATSA Human Resources functions. CATSA has subscribed to the vendor's Canadian services so that data is stored within a Canadian data centre. The PIA did not reveal any major concerns in terms of compliance with the Privacy Act.

Type of Program	
Administration of Programs / Activity and Services	<input checked="" type="checkbox"/>
Compliance / Regulatory investigations and enforcement	<input checked="" type="checkbox"/>
Aviation Security	<input type="checkbox"/>

Type of Personal Information Involved and Context	
Social Insurance Number, medical, financial or other sensitive Personal Information and/or the context surrounding the Personal Information is sensitive.	<input checked="" type="checkbox"/>
Sensitive Personal Information, including detailed profiles, allegations or suspicions, bodily samples and/or the context surrounding the Personal Information is particularly sensitive	<input checked="" type="checkbox"/>



Program Partners and Private Sector Involvement	
Within CATSA (amongst one or more programs within CATSA)	<input checked="" type="checkbox"/>
With other Government of Canada institutions	<input checked="" type="checkbox"/>
With other or a combination of federal/ provincial and/or municipal government(s)	<input checked="" type="checkbox"/>
Private sector organizations or international organizations or foreign governments	<input checked="" type="checkbox"/>

Duration of the Program	
Long-term program	<input checked="" type="checkbox"/>

Program Population	
The program affects all individuals for internal administrative purposes.	<input checked="" type="checkbox"/>
The program affects all individuals for external administrative purposes.	<input checked="" type="checkbox"/>

Conclusion

In February 2021, a copy of this PIA was submitted to the Office of the Privacy Commissioner (OPC) for review.