



Privacy Impact Assessment Summary - Learning Management System Renewal

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This is a summary of the Privacy Impact Assessment (PIA) completed by the Canadian Air Transport Security Authority (CATSA) for the Learning Management System (LMS) renewal 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.

Section 6 of the *CATSA Act* sets out CATSA’s mandate and provides that CATSA is to “take actions, either directly or through a Screening Contractor, for the effective and efficient screening of persons who access aircraft or restricted areas through screening points, the property in their possession or control and the belongings or baggage that they give to an air carrier for transport”. CATSA is responsible for ensuring consistency in the delivery of screening across Canada. The LMS is a web-based system for delivering and managing a limited number of training courses to CATSA employees.

The LMS also manages the training and certification of Screening Officers through the National Training and Certification Program curriculum, course calendar, test results, and course evaluations. The LMS is designed to track individual Screening Officer progress, recording testing scores and course completions.

This proposal relates to the CATSA institution-specific Personal Information Bank: Learning Management CATSA PPU 950. The PIB will require minor updates in response to the privacy analysis.

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 checked="" type="checkbox"/>

Type of Personal Information Involved and Context	
Personal Information, with contextual sensitivities after the time of collection, provided by the individual with consent to also use Personal Information held by another source.	<input checked="" type="checkbox"/>



Program Partners and Private Sector Involvement	
Within CATSA (amongst one or more programs within CATSA)	<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. (All Screening Officers)	<input checked="" type="checkbox"/>

Conclusion

In January 2019, a copy of this PIA was submitted to the Office of the Privacy Commissioner (OPC) for review.