

Protecting the Integrity of Your Business: PIPEDA

The Ontario Chamber of Commerce is currently working on a comprehensive communications plan on the PIPEDA legislation, which will be posted on the OCC website (www.occ.on.ca) shortly.

Q. What is PIPEDA

A. The Personal Information Protection and Electronic Documents Act (PIPEDA) is federal privacy legislation regulating the collection, use and disclosure of personal information, by private sector organizations in the course of a commercial activity.

Q. Who does this legislation apply to?

A. As of January 2001, the Act came into effect for federally regulated commercial organizations. At the beginning of this year, PIPEDA's application expanded to all commercial activity in Canada, except in provinces that have enacted their own privacy legislation which is deemed "substantially similar" to PIPEDA; currently this only applies to the province of Quebec.

Q. Does it apply to my business?

A. If you are an association or non-profit

organization, privacy legislation still applies when you are engaging in commercial activity

Q. What is a "commercial activity"?

A. Examples of commercial activities include fundraising, gathering information for conferences or annual meetings, list management, or providing any other services that may require personal information.

Q. What is "personal information"?

A. Examples include name, address, telephone number, SIN number, ethnic origin, gender, identification numbers, income, blood type, employee files, medical records, credit records, loan records, etc.

Q. What are the steps to becoming privacy compliant?

- A. 1) Read the legislation
- 2) Designate a "Privacy Official"
- 3) Conduct a "Privacy Audit"
- 4) Develop your privacy policy

Look for more details soon on our website.

OCC Looking for Feedback Through Pre-Budget Survey

The OCC is currently preparing its annual 2004 Provincial Pre-Budget Submission Survey. The survey is expected to be launched mid-January and the purpose is to identify finance and tax issues that are important to chamber members.

The OCC will use the results to develop its 2004 provincial Pre-Budget Submission which will provide recommendations to the Ontario Government for their upcoming budget. It will also be used to prioritize areas of focus for the development of policy positions.

The 2004 Pre-Budget Submission will include an overall economic outlook for the province and will incorporate previously adopted resolutions and other committee activities over the past year.

The survey will be posted on the OCC's website and will be directly emailed to you as soon as it is completed. We encourage all members to forward the survey to their members in order to capture members' input from across the province and from a cross-section of industries.

If your chamber of board has any areas of particular interest for the upcoming provincial budget, please forward your ideas or survey questions to rachelkagan@occ.on.ca as soon as possible. Your feedback and comments are encouraged.

Your contribution is greatly appreciated and will help us enhance our position as the *Advocate of Choice in Ontario*.

Pre-Budget QPLF

The next meeting of the Queen's Park Liaison Forum (QPLF) is scheduled for **January 30, 2004**.

Our expert panel includes Phil Howell, Assistant Deputy Minister of the Office of Economic Policy and Chief Economist who will offer a presentation on the state of the Ontario Economy. There will be a speaker from the private sector in addition to Stuart Johnston, OCC Vice President of Policy and Government Relations who will present an overview of the OCC pre-budget activities.

Member Chambers of Commerce and Boards of Trade are encouraged to attend this timely session on the state of the provincial economy.

If you require further information or would like to confirm your participation in the upcoming session, please contact Erin Ashton via email at erinashton@occ.on.ca or by calling her at (416) 482-5222, extension 222.

2003 Skilled Trades Survey Update

The final survey of the Survey Program in 2003 focused on skilled trades and apprenticeship reform. Conducted from December 10 – 24, the survey received 495 responses from across the province. The survey report will be released next week. Thank you to all the chamber and board members that participated and provided their feedback.

Upcoming Events

Listed below are some upcoming events that may be of interest to local Chambers and Boards:

- **Transportation Committee Meeting**, January 14, 2004
- **Finance & Tax Committee Meeting**, January 15, 2004

For more information on all committees, please contact [Stuart Johnston](mailto:StuartJohnston@occ.on.ca) at (416) 482-5222 ext. 232.