



## NOTICE OF SECURITY ASSESSMENT DENIAL

Name of individual security assessed

Name of registered person (company name)

This is to inform you that you have been security assessed under section 15 of the [Controlled Goods Regulations](#) by the designated official named below. Based on the information you provided, it has been determined that you will not be authorized to examine, possess or transfer controlled goods while employed by the registered person named above.

If you disagree with this notice, you may request a review with the designated official named below and provide any additional information that can assist such review.

### Designated official

Print name

Signature

Date (year/month/day)

### Individual security assessed

Print name

Signature

Date (year/month/day)

### Requirement to maintain records

In accordance with paragraph 10(b) of the *Controlled Goods Regulations*, the registered person must maintain a current list of all individuals who have been security assessed.

In accordance with paragraph 10(j) of the *Controlled Goods Regulations*, the registered person must submit to the Controlled Goods Program, every six months, the name of each individual in respect of whom the designated official conducted a security assessment during the previous six months, as well as the individual's date of birth and an indication of the extent to which they were authorized to access controlled goods.

Original – Security assessment records  
Copy – Individual security assessed



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### Personal information

Under the [Privacy Act](#):

"Personal information under the control of a government institution shall not, without the consent of the individual to whom it relates, be used by the institution except

1. for the purpose for which the information was obtained or compiled by the institution or for a use consistent with that purpose; or
2. for a purpose for which the information may be disclosed to the institution under subsection 8(2)."

Under [Personal Information Protection and Electronic Documents Act](#):

"An organization is responsible for personal information in its possession or custody, including information that has been transferred to a third party for processing. The organization shall use contractual or other means to provide a comparable level of protection while the information is being processed by a third party." [Schedule 1, Section 5, Clause 4.1.3].

"Personal information shall be protected by security safeguards appropriate to the sensitivity of the information." [Schedule 1, Section 5, Clause 4.7]."

### Non-disclosure of information

Under the [Defence Production Act](#) (section 30):

"No information with respect to an individual business that has been obtained under or by virtue of this Act shall be disclosed without the consent of the person carrying on that business, except:

1. to a government department, or any person authorized by a government department, requiring the information for the purpose of the discharge of the functions of that department; or;
2. for the purposes of any prosecution for an offence under this Act or, with the consent of the Minister, for the purposes of any civil suit or other proceeding at law."