

Information Security Training on Terranova

Privacy Impact Assessment

Summary

This document summarizes the project and the Privacy Impact Assessment (PIA)'s recommendations as they pertain to the use of a new information security training tool through the *Terranova* platform.

All Telefilm Canada employees will use the *Terranova* platform to participate in training and evaluation activities. More specifically, each Telefilm Canada employee will need to access the *Terranova* platform by creating a user account, in order to complete training and an assessment of information security knowledge. Personal information shall be provided by each employee for knowledge assessment purposes, among others.

The risk identification and classification carried-out in accordance with the PIA's standard evaluation grid enabled Telefilm Canada to address the risks potentially tied to the *Terranova* platform, including as regards the partner of the activity, the implementation of new technological systems and the transmission of personal information using wireless technology, among others. This PIA has also established the adequacy of the service provider's risk mitigation measures, including data hosting in Canada, a program ensuring the platform's security management based on recognized certification standards, as well as the secured environment provided by the Azure Cloud hosting provider. In addition, this PIA enabled Telefilm Canada to determine that the planned measures in relation to the implementation of *Terranova*, including, among other things, limiting collection to personal information that is directly related to training and knowledge assessment, as well as the absence of sharing and/or disclosure of personal information outside our institution, are in accordance with the *Privacy Act*.