



PERSONAL INFORMATION PROTECTION ACT
Breach Notification Decision

Organization providing notice under section 34.1 of PIPA	Goldec Hamm's Manufacturing Ltd. (Organization)
Decision number (file number)	P2018-ND-31 (File #006613)
Date notice received by OIPC	September 19, 2017
Date Organization last provided information	September 19, 2017
Date of decision	February 28, 2018
Summary of decision	There is a real risk of significant harm to the individuals affected by this incident. The Organization is required to notify those individuals pursuant to section 37.1 of the <i>Personal Information Protection Act</i> (PIPA).
JURISDICTION	
Section 1(1)(i) of PIPA "organization"	The Organization is an "organization" as defined in section 1(1)(i) of PIPA.
Section 1(1)(k) of PIPA "personal information"	The incident involved all or some of the following information: <ul style="list-style-type: none">• employee name,• address,• social insurance numbers, and• payroll/bank account information. <p>This information is about identifiable individuals and is "personal information" as defined in section 1(1)(k) of PIPA.</p>
DESCRIPTION OF INCIDENT	
<input checked="" type="checkbox"/> loss <input type="checkbox"/> unauthorized access <input type="checkbox"/> unauthorized disclosure	
Description of incident	<ul style="list-style-type: none">• During the weekend of August 19-20, 2017, a building at the back of the Organization's property was broken into and paperwork was stolen.• The RCMP contacted the Organization on August 21, 2017 and reported they had found paperwork with the Organization's name on it.

	<ul style="list-style-type: none"> • The lot was secured and fenced and a third party security company does checks at night and over the weekend. • There is a separate room inside the building for archived paperwork kept in cabinets. This room is separately locked. • The person(s) broke in and stole files containing 2006 T4s and the Organization’s May 2014 bank reconciliation file containing payroll information. The Organization could not locate the 2007 T4s but thinks these were shredded; however, it cannot be certain.
Affected individuals	The incident affected 146 Alberta residents.
Steps taken to reduce risk of harm to individuals	<ul style="list-style-type: none"> • Recovered and secured the documents. • Replaced the broken locks on the building and the file room. • Storing sensitive documents in main building which has an alarm system. • Notified potentially impacted employees.
Steps taken to notify individuals of the incident	Affected individuals (existing staff) were notified verbally on August 23, 2017 and all potentially impacted employees were sent notification letters on September 18, 2017.
REAL RISK OF SIGNIFICANT HARM ANALYSIS	
<p>Harm Some damage or detriment or injury that could be caused to affected individuals as a result of the incident. The harm must also be “significant.” It must be important, meaningful, and with non-trivial consequences or effects.</p>	<p>The Organization reported that “the loss of employee names and social insurance numbers could result in fraud and/or identity theft. The loss of employee names and banking information could result in a financial loss to the employee...We have recovered the documents which helps to mitigate the risk.”</p> <p>I agree with the Organization. The contact and identity information could be used to cause the significant harms of identity theft and fraud. The banking information could be used for the significant harm of financial loss.</p>
<p>Real Risk The likelihood that the significant harm will result must be more than mere speculation or conjecture. There must be a cause and effect relationship between the incident and the possible harm.</p>	<p>The Organization reported that “we are not sure who stole the documents...The information was exposed 2-3 days before it was recovered by the police and returned to us... The information could be used for identity theft...No vulnerable individuals were involved.”</p> <p>In my view, the likelihood of harm resulting from this incident is increased because the personal information was compromised due to the malicious actions of an unknown third party (theft). Although the documents have been recovered, they were exposed for 2-3 days.</p>

DECISION UNDER SECTION 37.1(1) OF PIPA

Based on the information provided by the Organization and given the circumstances of the incident, I have decided that there is a real risk of significant harm to the affected individuals.

The contact and identity information could be used to cause the significant harms of identity theft and fraud. The banking information could be used for the significant harm of financial loss. In my view, the likelihood of harm resulting from this incident is increased because the personal information was compromised due to the malicious actions of an unknown third party (theft). Although the documents have been recovered, they were exposed for 2-3 days.

I require the Organization to notify the affected individuals in Alberta in accordance with section 19.1 of the *Personal Information Protection Act Regulation* (Regulation).

I understand the Organization notified affected individuals verbally on August 23, 2017 and all potentially impacted employees were sent notification letters on September 18, 2017 in accordance with the Regulation. The Organization is not required to notify the affected individuals again.

Jill Clayton
Information and Privacy Commissioner