





## Annex 4

### Operational Status of ATIP Offices – week of April 20, 2020

- TBS is collecting data on a weekly basis from the ATIP community about the operational status of ATIP Offices during the COVID-19 crisis.
- The following data was collected for the week of April 20, 2020. Responses were received from 81 institutions.

#### Business Continuity Plan:

- **56** institutions **are** operating under a BCP
- **24** institutions **are not** operating under a BCP

#### Is ATIP a Critical Service:

- For **55** institutions, ATIP request processing is **NOT** a critical service
- For **15** institutions, ATIP request processing **IS** a critical service
- For **10** institutions, ATIP request processing is **in part** a critical service

#### Current Request Processing Capacity:

- **5** institutions have **ceased** request processing
- **50** institutions are teleworking, **limited capacity to process requests**
- **25** institutions are at **full capacity**
  - **23** teleworking at full capacity
  - **2** working on site

#### Explanation for Limited Capacity: (institutions could select all that applied):

- **32** – ATIP Staff have no/limited network access
- **27** – Cannot task OPIs who are delivering critical services
- **26** – OPIs have no/limited network access
- **32** – Other

Current scope to process requests:

- **5** – Unclassified records only
- **52** – Up to Protected B records
- **11** – Up to Secret records
- **1** – Up to Top Secret records

Provision of Privacy Advice:

- For **48** institutions, privacy advice **is NOT** a critical service
- For **32** institutions, privacy advice **IS** a critical service

Current Privacy Advice Capacity:

- **57** institutions are at **full capacity**
- **22** institutions have **limited capacity**