

To ensure receipt of our emails, please add capa@casource.cica.ca to your Address Book.
For instructions on how to add, please go [here](#).

CA Practice Advantage
CAPA CA Chartered Accountants of Canada
Focus on *Privacy*
November 2009
Subscribe/Unsubscribe • Français

Sponsored by



In This Issue

- [Privacy Toolkit a Key Resource for Organizations](#)
- [Free Webinar - Privacy Breach Reporting and Breach Avoidance](#)
- [Revision to Generally Accepted Privacy Principles](#)
- [Privacy to Boost Business Success: Practical Tools and Advice](#)
- [Self-Assessment Tool for Privacy Governance](#)
- [Your Customers' Driver's Licence Card - Do you need it? A Guide for Retailers](#)

If you are experiencing difficulty with the links, please [click here](#) to access the online version of *CA Practice Advantage*.

To view our privacy policy, go to www.cica.ca.

Privacy Toolkit a Key Resource for Organizations

The Canadian Privacy & Data Security Toolkit for Small and Medium Enterprises provides straightforward guidance on the privacy and security risks every organization faces. This Toolkit features a foreword by the Privacy Commissioner of Canada and includes self assessments to identify data security and privacy risks, templates to help educate employees about privacy and guidance for dealing with privacy breaches.

Limited time offer: quote WEB453131 to purchase the Toolkit for the discounted price of \$25. Valid only until December 10, 2009

For more information about this resource and other privacy tools, visit the CICA's Privacy Resource Centre at

www.cica.ca/privacy

Read the [introductory chapter](#) by Dr. Ann Cavoukian, Information and Privacy Commissioner of Ontario.

Privacy Breach Reporting and Breach Avoidance

Free webinar and one hour CPD credit – 12:30 pm Eastern, November 26, 2009

This session will address the reporting of breaches by organizations, when reporting is required under current privacy laws and the resources available to guide organizations as to whether or not they should report. Learn about the challenges, concerns and issues related to managing privacy breaches. This session will also review the top five investments organizations are making to avoid a breach.

www.snwebcastcenter.com/event/?event_id=629

This free webinar is sponsored by [PTC Accounting and Finance](#).

Revision to Generally Accepted Privacy Principles (GAPP)

The internationally recognized privacy framework developed by the CICA and the American Institute of Certified Public Accountants has just been updated with new criteria such as risk assessments, breach management, privacy awareness and training and securing portable media. GAPP can be used to assess and improve your privacy policies and procedures and can be used as a basis for providing privacy audits to your clients.

www.cica.ca/privacy

Privacy to Boost Business Success: Practical Tools and Advice

Implementing steps to protect privacy isn't just a legal obligation it is also great for business. That's why the BusinessCast, Canada's #1 entrepreneur podcast, interviewed the authors of *The Canadian Privacy and Data Security Toolkit* and the Information and Privacy Commissioner of Ontario, Dr. Ann Cavoukian.

[Listen to the BusinessCast episode "Privacy Tips for Entrepreneurs and Managers"](#) with your clients. They will gain a better appreciation for why they should take privacy seriously *now* and they will be more inclined to turn to you for insights on how to unlock privacy's vast business potential.

Self-Assessment Tool for Privacy Governance

The Office of the Privacy Commissioner of Canada has developed a self-assessment tool to help medium and large organizations develop and implement good privacy governance and management. This tool is a guide to evaluate and improve personal information management systems and practices. It is designed to align with Canada's *Personal Information Protection and Electronic Documents Act* (PIPEDA) but may be adapted and used by others wishing to apply PIPEDA principles.

www.priv.gc.ca/information/pub/ar-vr/pipeda_sa_tool_200807_e.cfm

Your Customers' Driver's Licence Card – Do you need it? A Guide for Retailers

Canadians have expressed concerns about retailers asking for and recording information from drivers' licences and other government-issued identification cards. Let your retailing clients know about *The Guide for Retailers*, released by the offices of the Privacy Commissioners of Canada, Alberta and British Columbia, which offers insights into the proper management of this information.

www.priv.gc.ca/information/guide/2009/gl_dl_090426_e.cfm

CA Practice Advantage Online Archives

Need to refer to a source cited in a previous issue of CA Practice Advantage (CAPA) that could help you today? Bookmark this link to the CAPA archive site to access PDFs of our past issues.

www.cica.ca/capa

We value your feedback. Please send your comments or suggestions for future issues to capa@cica.ca

CA Practice Advantage: Focus is an e-newsletter published on specific topics of interest by the Canadian Institute of Chartered Accountants (CICA) for CAs in public practice. The information contained in this e-newsletter is for information purposes only and is not necessarily endorsed by the CICA.

If you no longer wish to receive this newsletter, or have received it in error, please [click here](#).



**The Canadian Institute
of Chartered Accountants**

277 Wellington Street West
Toronto, Ontario M5V 3H2, Canada
Tel. 416-977-3222
Fax: 416-204-3414

Publishers

Cairine Wilson
Vice President — Member Services

Nicholas Cheung, CA
Principal, Assurance Services Development

Editor

Diane Marshall

Designer & Production

Mark Hinkley

© 2009 CICA