

**Confidentiality Incidents Log**

Information required by the Act													
Identification	Description							Assessment		Notice* (if applicable)			Governance
File No CAI (if the identification number confidentiality of the confidentiality incident is subject to a notice*)	Short description of the circumstances of the incident	Description of personal information affected by the incident or reason for inability to describe	Date or period of the incident, or approximation if unknown	Date or period when the organization became aware of the incident	Number of people affected by the incident or approximation if unknown	Short description of the measures taken following the incident to reduce the risk of harm	Whether there is a risk of serious harm for the persons concerned	Ground for the conclusions on the risk of serious harm	Date of transmission of the notice to the persons concerned	Date of transmission of the written notice to the Commission d'accès à l'information	Date of the public notice to inform the persons concerned and reason for using this method	Name of the person who filled the log	Minimum retention period
				2022-09-01									2027-09-01
				2023-01-01									2028-01-01
				2024-06-02									2029-06-02

\*The Notice of an incident to the *Commission d'accès à l'information* is available (In French only) here : [https://www.cai.gouv.qc.ca/documents/CAI\\_FO\\_avis\\_incident\\_confidentialite.pdf](https://www.cai.gouv.qc.ca/documents/CAI_FO_avis_incident_confidentialite.pdf)