CSIS Policies and Procedures

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PROVISIONS OF PROCESSEDBY OPS-509 RECORDING - TRACKING OF EXCHANGES OF INFORMATION

1. INTRODUCTION

Objective

A PROTECTION DES RENSEIL RLE SCRS EN VERTUE DE L ERSONNELS ETTOU DE LA 1.1 To provide direction on the recording and tracking of information exchanged between CSIS and external organizations.

Scope

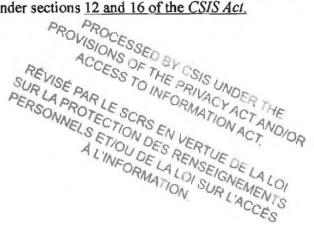
- 1.2 This policy applies to sections 12 and 16 of the CSIS Act, information exchanged pursuant to an arrangement entered into under s. 17 of the CSIS Act, with any department of the Government of Canada, government of a province or any department or institution thereof, police force in a province, government of a foreign state or an institution thereof or an international organization of states or an institution thereof.
- 1.2.1 In instances where there is no arrangement under s. 17 of the CSIS Act, the Service may receive unsolicited information from external organizations,
- 1.3 Notwithstanding the requirement to record s. 12 and s. 16 of the CSIS Act information exchanges, it is not the intent of this policy to diminish or restrict ongoing liaison and operational discussions. Classified information exchanged during liaison and operational discussions should be documented and coded for tracking SURLACCES purposes.

Authorities and References

- 1.4 CSIS Act
- 1.5 Ministerial Direction CSIS Operations(2001 03 01)
- 1.6 OPS-402, "Section 17 Arrangements with Foreign Governments and Institutions"
- 1.7 OPS-501, "Operational Reporting"
- 1.8 OPS-601, "Authorized Disclosure of Operational Information or Intelligence General"
- 1.9 OPS-602, "Disclosure of Security Information or Intelligence"
- 1.10 OPS-603, "Disclosure of Operational Information and Intelligence Caveats"

Definitions

1.13 Exchange of Information: The receipt or disclosure of information obtained or released in the performance of the Service's duties and functions under sections 12 and 16 of the CSIS Act.



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