



Stó:Lō Aboriginal Skills & Employment Training (SASET)

#5A – 7201 Vedder Road Chilliwack, BC V2R 4G5
Tel: 604-858-3691 Fax: 604-858-3528

SASET Office Use Only

Sponsor:

File #:

ARMS Office #:

CLIENT CONSENT AND RELEASE FORM

NAME:

S.I.N.

Preamble

For clients participating in any SASET and /or Indigenous Skills and Employment Training Program (ISETP) activities, personal information will be collected and shared by the above mentioned ISETP agreement holder, or sub-agreement holder, with Canada to verify clients' eligibility to ISET or other program activities and determining the most appropriate source of financial support for clients and, for subsequent evaluation and accountability purposes.

As a condition of participating in a SASET funded program activity, you are required to give your written consent to the collection, use and release of your personal information by the above noted ISETP agreement holder, or its outreach employment services agreement. You are also required to give written consent to the Government of Canada for the collection, use and release of your personal information.

Privacy Notice

What you need to know about your personal information being collected by the SASET/ ISETP Agreement holder (or its employment services agreement holder):

The personal information you provide is collected and administered under the authority of the *Department of Employment and Social Development Act* and will serve to administer and enforce ISET or other program activities. The Social Insurance Number (SIN) is also collected under the authority of the *Department of Employment and Social Development Act* and in accordance with the Treasury Board Secretariat Directive on the SIN which lists *Indigenous Programs (Employment and Social Development Canada)* as an authorized user of the SIN in Appendix A.

What you need to know about your personal information being shared with Canada or other third parties:

The personal information provided by the above noted ISET agreement holder for any ISET program activities to Canada, is administered in accordance with the *Part 4 of the Department of Employment and Social Development Act* and the *Privacy Act*.

The information provided may be used and/or released by Canada for policy analysis, research and/or evaluation purposes such as to obtain views and opinions on the ISETP through participants surveys as well as to conduct accountability activities such as monitoring and evaluation and, ensure data quality. In order to conduct these activities, various sources of information under the custody and control of Employment and Social Development Canada (ESDC) may be linked. However, these additional uses and/or releases of personal information will never result in an administrative decision being made about clients.

The SIN will be used for monitoring, assessing, and evaluating the effectiveness of assistance funded by Canada. The SIN will also be used to ensure an individual's exact identification so that contributory earnings can be correctly posted allowing for benefits and entitlement to be accurately calculated.

For EI Clients:

For EI clients receiving assistance under ISETP, the above noted ISETP agreement holder, or its outreach employment services agreement holder, will provide to Canada personal information under its control about each EI client receiving assistance to assist Canada in:

- Verifying clients' eligibility for, or entitlement to, insurance benefits under Part I of the *Employment Insurance Act*.
- Ensuring that EI clients who are active EI claimants continue to receive the insurance benefits to which they are entitled while participating in the program, as per section 25 of the *Employment Insurance Act*.

The above noted ISETP agreement holder has been designated as a referral authority, as per Section H of the ISETP contribution agreement, to better coordinate the provision of assistance by the Recipient to participants in its programs who are active EI claimants with the payment of insurance benefits.



How to access your personal information from ESDC:

You have the right to the protection of, and access to, your personal information. It will be retained in Personal Information Bank HRSDC PPU 101. Instructions for obtaining this information are outlined in the government publication entitled Info Source, which is available at the following web site address: <http://www.infosource.gc.ca>. For more information, please consult the Info Source website or contact ESDC's Access to Information and Privacy Coordinator at: 819-654-6972.

To access your personal information from the SASET, contact:

Sto: lo Aboriginal Skills & Employment Training (SASET)
#8A – 7201 Vedder Road Chilliwack, BC V2R 4G5
Tel: 604-858-3691
Email: info@saset.ca

Authorization to Release and Exchange Information:

I, hereby authorize Sto: lo Aboriginal Skills & Employment Training (SASET), SASET Chilliwack Outreach Employment Services, Seabird Island Band Employment Services, Sts'ailes Employment Services, University of the Fraser Valley, Ministry of Advanced Education or a Sponsor under the authority of SASET and Service Canada (SC) to exchange information about:

- my current and past Employment Insurance claim(s) to determine my eligibility for a program provided by SASET, Sponsor, SASET Chilliwack Outreach Employment Services, Seabird Island Band Employment Services, Sts'ailes Employment Services.
- my training and employment history and needs.
- to include quotes and photos of program activities in SASET quarterly report and other publications for promotional purposes.
- Other agencies that client consents to share employment information

This authorization will remain in effect UNLESS I give written instruction to cancel the authorization. _____ **Initial**

The information that is exchanged will be used:

- By SASET through the Sponsor, SASET Chilliwack Outreach Employment Services, Seabird Island Band Employment Services, Sts'ailes Employment Services to administer labour market programs and services that are as a result of an Indigenous Skills & Employment Training Agreement or sub-agreement.
- By Service Canada to evaluate the results of the Indigenous Skills & Employment Training Agreement.

I, undersigned, confirm that I have read and understood the above privacy notice, or that it has been explained to me, and agree to the collection, exchange and release of my personal information, collected from or about me, for the purposes mentioned above.

I understand why I've been asked to disclose my personal information and am aware of the risks or benefits of consenting, or refusing to consent, to the disclosure of my information. I understand that I may revoke this consent in writing at any time.

Client's Signature:

Date

