

## Notice of Collection of Personal Information and Consent to Indirect Collection, Use and Disclosure Modular Programs

### Instructions

You are employed in an industry regulated under the *Occupational Health and Safety Act*, R.S.O. 1990, c. O.1 as amended (OHSA). Your employment in this industry requires the completion of a modular training program provided by your employer (s). Once this training is successfully completed, the Ministry of Labour, Immigration, Training and Skills Development (MLITSD) will issue a certificate to you confirming completion.

To obtain this certificate, your employer(s) must register you with the local Service Delivery Office of MLITSD and certify when you have successfully completed the required training. Your employer(s) will provide your name, social insurance number, date of birth, gender, language spoken, program name, contact information, and successful completion of the required modules to MLITSD. MLITSD will store your personal information in the Employment Ontario Information System - Apprenticeship and will use it to award your Certificate and issue your transcript. MLITSD may also use your personal information to conduct audit and quality assessment activities and to conduct policy analysis, evaluation and research related to the administration and financing of Employment Ontario programs and services, including modular training. You may be contacted to participate in surveys related to Employment Ontario programs and services. MLITSD will disclose this information to the Ministry's Fair, Safe and Healthy Workplaces Division if necessary to enforce workplace health and safety and may be required to disclose it to Statistics Canada under s. 13 of the *Statistics Act*, R.S.C 1985, C. S-19, as amended.

You will be provided with one copy of this signed Notice of Collection and Consent and your employer(s) will retain the other copy for a minimum period of one year after you have completed the training and obtained a Certificate or, if you did not successfully complete all modules of the training, after the last date you received training. More information about modular training and the Employment Ontario programs and services can be found at the [Ministry of Labour, Immigration, Training and Skills Development](#).

Your personal information is collected under the authority of the *Occupational Health and Safety Act*, R.S.O. 1990, O.1 as amended; sections 105 to 106.2 of R.R.O. 1990, Regulation 851; sections 11 to 11.2.2 of R.R.O. 1990, Regulation 854; and section 20 of O. Reg. 278/05.

Questions about the collection, use and disclosure of your personal information may be addressed to the Manager of Apprenticeship, Program Delivery Support Branch, Ministry of Labour, Immigration, Training and Skills Development, 33 Bloor Street East, Suite 200, Toronto ON M7A 2S3 or by telephone at 416-326-5656 or 1-800-387-5656.

**I have read and understood this Notice of Collection and Consent and by signing below I give consent for MLITSD to collect my personal information about me from my employer(s) and use and disclose it for the purposes described above. I acknowledge that I have been given a copy of this Notice of Collection and Consent.**

### Trainee Information

Last Name	First Name	Middle Initial
Date of birth (yyyy/mm/dd)		

### Signature

Signature	Date (yyyy/mm/dd)
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