

ACCESS TO INFORMATION AND PROTECTION OF PRIVACY ACT

Exercising a person's rights on behalf of the Individual

A person, under specific circumstances, could be allowed to exercise any right or power on behalf of another individual under the Act. This person may have written authorization from the individual, to request information on their behalf. For example, they could submit an access request or request a correction of personal information. This person could also exercise the rights of another individual under the Act, if the following applies:

- they are an attorney acting under the power of attorney granted by the individual.
- they are a guardian appointed for the individual, or, if applicable, a substitute decision-maker under the Care Consent Act, if the exercise of the right or power relates to the powers or duties of the guardian or substitute decision-maker.
- If the individual is deceased, the individual's personal representative, if the exercise of the right or power relates to the administration of the individual's estate.
- If the individual is a minor (less than 19 years of age), a person who has lawful custody of the minor (unless the head of the public body determines that exercising the right of power by the individual on behalf of the minor would be an unreasonable invasion of the minor's privacy)

Tips and Resources

Providing the correct forms

An individual exercising the rights of another individual will have to prove that they have the authority to do so. Depending on how an individual is acting on behalf of another individual, they will need to provide the ATIPP office/APO with the proper documents that can prove they have the authority to do so. Depending on the person providing representation, they may need to provide a statutory declaration form.

The following are the different type of Statutory Declaration forms:

Guardian

- Parent of a minor
- Parent with joint custody of a minor
- Power of Attorney

For more information, please contact the ATIPP office.

Contact us:

Call us at: (867) 393-7048, toll free (in Yukon)
1-800-661-0408 (ext. 7048)

E-mail us at: atipp.office@yukon.ca

Reach us by mail at:

ATIPP Office
Box 2703 (W-10 ATIPP)
Whitehorse, YT, Y1A 2C6

Visit us by appointment in the Main
Administration Building,
2071-2 Avenue, Whitehorse, YT
Room 150 (located in the basement).

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