



October 19, 2021

To: REGIONAL VICE PRESIDENTS
BRANCHES & FACILITIES

Update – Personal Medical Information

After further consultation with NAV Canada regarding privacy concerns over the submission of personal medical information, the company has provided sufficient responses about the necessity of the information they are requesting [\[See Attached Q&A Document\]](#). CATCA is now of the opinion that the requirements of the Personal Information Protection and Electronic Documents Act (PIPEDA) are being adhered to.

Members are reminded that October 31st is the absolute deadline to submit your information. Failure to provide the information required, as described in the Q&A, will result in a member being placed on leave without pay. That said, NAV Canada has informed us today that they will be contacting those who have not submitted their information by October 22nd. While October 31 remains the hard deadline, the Company has indicated that earlier submission of information is preferable for planning and scheduling purposes. Any further questions on that preference should be directed to your manager.

Important Notes:

1. CATCA is advising that the following information is acceptable, and the documentation you provide must include:
 - a. Your name;
 - b. The name of the vaccine received, and the date received - for both shots;
 - c. **All other personal information on the document you submit may be redacted if you so choose.**
2. We remind all members on a form of approved leave with or without pay such as, extended sick leave, MOS, LTD, Maternity Leave, Self Funded Leave, or Care and Nurturing etc., that proof of vaccination will not be required until a return-to-work date is determined. NAV Canada will expect proof of vaccination no later than 2 days prior to your return to work.

In Solidarity,

CATCA Executive Board