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**As of March 18, 2024**

## **Institutional Report for PCO**

### ***(1) Departmental mandate***

The Privy Council Office (PCO) reports directly to the Prime Minister. PCO:

- Supports the development and implementation of the Government of Canada's policy and legislative agendas;
- Supports, among others, the Minister of Democratic Institutions;
- Coordinates responses to issues facing the Government and the country; and
- Supports the effective operation of Cabinet.

PCO is headed by the Clerk of the Privy Council, who also serves as Deputy Minister to the Prime Minister, Secretary to the Cabinet, and Head of the Public Service.

- As Deputy Minister to the Prime Minister, the Clerk is the most senior public service advisor to the Prime Minister and is responsible for the administration of the PCO. The Clerk's job is to advise the Prime Minister and Cabinet ministers in fulfilling the executive functions of government. The Clerk does so from an objective, non-partisan, public policy perspective.
- As Secretary to the Cabinet, the Clerk is responsible for supporting the effective decision-making processes of government. This includes working with departments and agencies to develop policy options and choices for the government, advising and supporting ministers in making policy decisions, and exercising a coordinating and convening role to ensure effective and efficient government responses to situations. The Clerk ensures that Cabinet meetings are well structured and supported, with briefings on information and documentation necessary for ministers to make informed decisions. The Clerk informs departments and agencies about Cabinet decisions, works with the public service to carry out decisions in a timely and effective manner, and supports the proper implementation of Cabinet decisions across the federal government.
- As Head of the Public Service, the Clerk has overall responsibility for the public service as an institution. The Clerk also advises the Prime Minister about the workings and activities of the public service, including those undertaken by other Deputy Ministers within government.

Within PCO, the National Security and Intelligence Advisor to the Prime Minister (NSIA) provides policy and operational advice, as well as intelligence, to the Prime Minister and Cabinet on issues related to national security, including foreign interference. The NSIA, Deputy NSIA, and supporting secretariats convene the security and intelligence community to ensure the coordination of government responses to all types of foreign interference threats. For domestic issues, the NSIA is supported by two secretariats: the Security and Intelligence Secretariat and the Intelligence Assessment Secretariat (IAS). With respect to issues that have foreign policy dimensions, the

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NSIA is also supported by the Foreign and Defence Policy Advisor and their Secretariat. In addition to this, the NSIA relies on information provided by the security and intelligence community, including status updates regarding ongoing security incidents and intelligence on threats to national security.

***(2) Programs, policies, and procedures implemented in response to the foreign interference threat, and actual incidents, associated with the 43<sup>rd</sup> and 44<sup>th</sup> elections***

*Critical Election Incident Public Protocol (CEIPP)*

A Cabinet Directive, the CEIPP, first established in 2019, sets out the government's expectations with respect to the general directions and the principles to guide the process for informing the public of an incident or series of incidents that would threaten Canada's ability to have a free and fair federal election during the period that the caretaker convention is in effect. (Note that this mandate is broader than possible incidents of foreign interference, but would apply to them as well.) The threshold for informing the public is set out in the Cabinet Directive but is generally described as the occurrence of an incident or an accumulation of incidents that threatens Canada's ability to have a free and fair election.

The CEIPP only applies during the caretaker period of a federal election. Incidents that occur outside of the caretaker period are addressed through regular Government of Canada operations, that is, by the responsible Minister, in coordination with Cabinet if necessary. Of note, the CEIPP functions in parallel to the overall administration of federal elections, which is the responsibility of Elections Canada (EC), an independent, non-partisan agency that reports directly to Parliament.

The CEIPP establishes a group of five senior civil servants (known as the Panel of Five) who, working with national security agencies within these agencies' existing mandates, are responsible for determining whether the threshold for informing Canadians has been met, either through a single incident or an accumulation of separate incidents. The Panel of Five is chaired by the Clerk of the Privy Council; and includes the NSIA; the Deputy Minister of Justice and Deputy Attorney General; the Deputy Minister of Public Safety; and the Deputy Minister of Foreign Affairs.

Canada's national security agencies provide regular briefings to the Panel of Five on emerging national security developments and potential threats to the integrity of the federal election. The Panel may also receive information and advice from sources other than these agencies.

Subject to any applicable legal privileges or immunities, including information the disclosure of which would be injurious to Canada's national security, international relations, or national defence, the agencies will also inform the affected party (e.g., a candidate, a political party, EC) of the incident directly. If advised of an incident, on a consensus basis and with consultation as required, the Panel of Five will determine whether the threshold to inform the public has been met.

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The CEIPP also requires an independent report after each federal election period in order to assess the implementation of the CEIPP and its effectiveness in addressing threats to the election. Following the 2019 election, Jim Judd reviewed the CEIPP and noted that while the Protocol was a success, there were still opportunities for improvement, e.g., extending the operational time period of the Panel of Five to include both the writ and pre-writ periods. After the 2021 election, Morris Rosenberg similarly determined that the CEIPP was effective and ought to remain in place.

#### *Security and Intelligence Threats to Elections (SITE) Task Force*

In order to ensure the regular briefings of the Panel of Five required by the CEIPP, the government established the SITE Task Force. The SITE Task Force is made up of representatives from the Communications Security Establishment (CSE), the Canadian Security Intelligence Service (CSIS), Global Affairs Canada (GAC), and the Royal Canadian Mounted Police (RCMP). Each member contributes intelligence and other information that falls within its particular mandate within in the security and intelligence community.

The SITE Task Force was established to enable coordinated information sharing, alignment, and awareness on matters related to threats to the security of Canada and its federal elections. It began operations more than a year before the 2019 election, producing amalgamated reports that incorporated both classified and unclassified inputs from the four member organizations of the Task Force.

Unlike the Panel of Five, the SITE Task Force is not restricted to the caretaker period. It continues to meet regularly to coordinate and share information on threats to elections arising from domestic and foreign actors. For example, the SITE Task Force assumed an enhanced operational posture to monitor for any foreign interference directed at four by-elections in June 2023 and one by-election in July 2023. The SITE Task Force produced a report consisting of its assessment of any attempts at foreign interference identified during the June 2023 by-elections, and a report on the July by-election is forthcoming. During non-election periods, it reports information through regular Government of Canada operations, that is, to responsible departments and ministers, who can coordinate with Cabinet, as required.

#### *Elections Security Architecture*

To address potential threats of foreign interference during elections, an Elections Security Architecture is established during election periods. This brings together multiple departments and agencies to ensure that intelligence and information indicating possible foreign interference are gathered, assessed and shared as rapidly as possible.

A primary component of this architecture is the Elections Security Coordinating Committee (ESCC), which can meet at the Deputy Minister (DM), Assistant Deputy Minister (ADM), or Director General levels. The ESCC is co-chaired by PCO and EC, and ensures a coordinated approach and common understanding among the security and intelligence community, EC, and the

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Commissioner of Canada Elections. Operational coordination between ESCC and the SITE Task Force allows key players to quickly coordinate, assess and verify threat-related information regarding possible interference activities. Other national security governance committees may also be leveraged as appropriate to share information and coordinate decision-making during elections. The ESCC can also meet outside of election periods to maintain connections and momentum and to review preparedness for emerging threats.

*PCO role during the 43<sup>rd</sup> and 44<sup>th</sup> general elections*

Prior to the 43<sup>rd</sup> general election, in 2018 the government established the Protecting Democracy Unit within PCO to coordinate, develop, and implement government-wide measures designed to combat disinformation and to protect Canada's democratic institutions. This PCO unit leads and coordinates work across the government with regard to strengthening and protecting Canada's democratic institutions from emerging threats.

The Clerk of the Privy Council chaired the CEIPP, or Panel of Five (discussed above), during the 43<sup>rd</sup> and 44<sup>th</sup> general elections; the meeting chronology for the Panel can be found at **TAB A**. In addition, the NSIA co-chaired the DM level ESCC (also discussed above).

Generally, PCO played a coordinating role between the agencies of the security and intelligence community and provided briefings to senior government officials, including the Prime Minister, and security cleared representatives from political parties represented in the House of Commons. PCO supported meetings of the Panel of Five and the ESCC (with EC). During and after the elections, PCO conveyed information from political party representatives to appropriate security agencies concerning possible security threats.

Following both elections, PCO arranged for the independent assessments of the CEIPP (by Jim Judd in 2019 and Morris Rosenberg in 2021), and coordinated the review and response to the recommendations of both reports.

**(3) List of key executive positions and a description of their duties**

<b>Position</b>	<b>Name</b>	<b>Dates</b>
<b>Office of the Clerk of the Privy Council and Secretary to the Cabinet</b>		
<i>The Clerk is the head of PCO, and serves as Deputy Minister to the Prime Minister, Secretary to the Cabinet, and Head of the Public Service (see above).</i>		
Clerk	John Hannaford	June 2023 - ongoing
	Janice Charette	2021 - 2023
	Ian Shugart	2019 - 2021
<b>Office of the Deputy Clerk of the Privy Council and Associate Secretary to the Cabinet</b>		
Deputy Clerk	Christiane (Chris) Fox	January 2024 - ongoing
	Nathalie Drouin	2021 - ongoing

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<b>Position</b>	<b>Name</b>	<b>Dates</b>
	Christyne Tremblay	2020 - 2021
	Catherine Blewett	2019 - 2020
<b>Office of the National Security and Intelligence Advisor to the Prime Minister</b>		
<i>The NSIA provides policy and operational advice, as well as intelligence, to the Prime Minister and Cabinet on issues related to national security (see above).</i>		
Deputy Clerk and National Security and Intelligence Advisor <i>*This position was created in January 2024</i>	Nathalie Drouin	January 2024 - ongoing
National Security and Intelligence Advisor	Jody Thomas	January 2022 - January 2024
	A/ David Morrison	July 2021 - January 2022
	Vincent Rigby	2020 - 2021
	Greta Bossenmaier	2018 - 2019
<b>Office of the Deputy National Security and Intelligence Advisor to the Prime Minister and Deputy Secretary to the Cabinet (Emergency Preparedness)</b>		
Deputy National Security and Intelligence Advisor	Daniel Rogers	May 2023 - ongoing
	<i>*This position was created in May 2023</i>	
<b>Office of the Deputy Secretary to the Cabinet (Public Inquiry into Foreign Interference)</b>		
<i>The Deputy Secretary (Public Inquiry into Foreign Interference) is responsible for coordinating with the Department of Justice litigation team and implicated departments to support all aspects of federal participation in the foreign interference inquiry process.</i>		
Deputy Secretary	Jeffery Hutchinson	October 2023 - ongoing
Executive Director	Simon Melanson	October 2023 - ongoing
	<i>*Both positions were created in October 2023</i>	
<b>Office of the Assistant Secretary to the Cabinet, Security and Intelligence</b>		
<i>The Assistant Secretary, Security and Intelligence, provides policy advice and support to the NSIA on national security and intelligence matters, including coordinating operational and policy development initiatives for senior-level interdepartmental committees.</i>		
Assistant Secretary	Nabih Eldebs	December 2023 - ongoing
	A/ Bridget Walshe	October - December 2023
	A/ Marie-Hélène Chayer	June - September 2023
	Michael MacDonald	2020 - 2023
	Caroline Xavier	2017 - 2020
Director of Operations, Security and Intelligence	Bridget Walshe	2022 - ongoing
	PCO Analyst (Acting)	June - December 2023
	David MacGillivray	2020 - 2022

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<b>Position</b>	<b>Name</b>	<b>Dates</b>
	Alia Tayyeb	2018 - 2020
Director of Strategic Policy and Planning	Adelle Ferguson	2022 - ongoing
	Philippe Lafortune	2020 - 2022
	Nada Vransy	2015 - 2020
Director of Operations - Review Coordination	CSIS Official	September 2023 - ongoing
	CSIS Official	2022 - 2023
	Bruce Grant	2021 - 2022
	<i>*This position was created in 2021</i>	
<b>Office of the Assistant Secretary to the Cabinet, Intelligence Assessment Secretariat</b>		
<i>The Assistant Secretary, Intelligence Assessment, provides strategic foreign intelligence analysis and assessments to the Prime Minister, Cabinet, Clerk, and senior government officials.</i>		
Assistant Secretary	Martin Green	2015 - ongoing
Director of Operations	Lisa Ducharme	2023 - ongoing
	Laura Holland	2020 - 2023
	A/ Jennifer Irish	February 2021 - January 2022
	Martin Tabi	2016 - 2020
<b>Office of the Assistant Secretary to Cabinet, Machinery of Government and Democratic Institutions</b>		
<i>Regarding the Democratic Institutions part of their portfolio, the Assistant Secretary to Cabinet provides advice on the enhancement of democratic institutions, including protecting them from mis-information and dis-information.</i>		
Assistant Secretary	Allen Sutherland	2016 - ongoing
Director of Operations, Democratic Institutions	Sarah Stinson	2019 - ongoing
	Riri Shen	2017 - 2019

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***(4) Means/channels for providing information related to possible foreign interference to the Deputy Minister, Minister's Office, and Minister***

Canadian intelligence agency products or information related to possible foreign interference may be shared within the same unit, or across units or secretariats either electronically, in hard copy, or verbally. By definition, foreign interference is clandestine, and is frequently detected using covert sources and techniques. Because of this, the resulting products or information are typically classified and shared either via Canada's Top Secret Network (CTSN) or within SIGINT Secure Areas (SSAs). The products or information received may then be incorporated into briefing notes, emails, or verbal briefing packages for the Clerk of the Privy Council, the Deputy Clerk, the NSIA, the Deputy NSIA, and other Deputy Ministers in PCO. The NSIA also receives a daily package of curated intelligence, including on possible foreign interference, from intelligence agencies.

When PCO needs to share classified information with the Prime Minister's Office (PMO), it does so in multiple ways: 1) CSE Client Relations Officers (CROs) may provide classified information packages for PMO staff to read; 2) PMO staff in Ottawa may visit a PCO Sensitive Compartmented Information Facility (SCIF) to view or receive briefings; 3) PMO staff who are not based in Ottawa may visit CSIS regional offices to read the material; and 4) less frequently, when an intelligence product is classified SECRET or lower, PCO may send the material to PMO via email, using SECRET or PROTECTED B systems as appropriate. PCO representatives also meet regularly with PMO staff, and may arrange briefings on specific topics as required.

The Clerk of the Privy Council and the NSIA share information received from Canadian intelligence agencies with the Prime Minister, both in writing (briefing notes or intelligence products, as appropriate) and verbally (not only during scheduled meetings, but also informally). Given the constantly evolving intelligence picture, intelligence updates are frequently provided to ministers and senior officials on the margins of other briefings, during travel, and in response to emerging threats to national security rather than in formal scheduled oral briefings. The NSIA may also arrange to have representatives from a department or agency brief the Prime Minister or his staff; the NSIA is typically in attendance when the Prime Minister is briefed in order to provide advice on matters discussed.

As well, given that the timing for these informal briefings are fluid, secretariats may also prepare information for oral briefings that ultimately do not occur, or talking points can be prepared and not delivered verbatim. Furthermore, there are written briefings that are not delivered, but which senior PCO officials, including the Clerk of the Privy Council and the NSIA, may use at a later date to inform the Prime Minister and his office.

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***(5) Departments' means/channels for providing information related to possible foreign interference to PCO***

Canadian intelligence agencies provide PCO with information related to possible foreign interference in a number of different ways and at various levels across the organization. For example, deputy heads and senior executives may provide intelligence briefings and updates to the Clerk of the Privy Council, the Deputy Clerk, the NSIA, the Deputy NSIA, and DM or ADM level committees. In particular, as of May 2023, a new DM Committee on Intelligence Response (DMCIR), chaired by the NSIA, convenes weekly. It is a forum for discussing particularly sensitive and/or intelligence reporting, which may be identified by either the NSIA, the Deputy NSIA, or deputy heads of intelligence agencies who are members of the committee.

Generally, Canadian intelligence agencies use CTSN to disseminate intelligence products to cleared PCO officials who are on distribution lists on a “need to know” basis.

In addition to this routine dissemination, Canadian intelligence agencies may “push” intelligence products when they deem it necessary to brief PCO officials on particular issues, including possible foreign interference; this may include instructions to distribute the products to named recipients only. In addition, PCO officials may “pull” or request intelligence on specific topics or issues from these same agencies.

Finally, PCO’s IAS, which develops all-source intelligence assessments, hosts intelligence expert group meetings as required for community coordination and collaboration purposes on identified intelligence issues. Canadian intelligence agencies regularly participate in these meetings, during which they may share intelligence.

***(6) Oral or written briefings on interference by China, Russia, or other actors to the SITE task force, the CEIPP Panel, a Deputy Minister, the NSIA, the Clerk, the PMO, or the Prime Minister since September 2018 (date, briefing entity and person, and where possible content of the briefing)***

*Oral briefings (date range: January 1, 2019 – September 8, 2023)*

Ms. Jody Thomas, the former NSIA, appeared before the Standing Committee on Procedure and House Affairs (PROC) on March 1, 2023 in relation to foreign election interference; and Mr. David Vigneault, the Director of CSIS, appeared on March 2. Following their appearance, the former NSIA submitted to PROC the known dates of PCO and CSIS oral briefings to elected officials, including the Prime Minister and his office, on foreign election interference. Her submission (on April 14) is attached at TAB B; the information that follows in the body of this report pertains to PCO (i.e., NSIA) briefings specifically.

Also of note, the following list of briefings does not include the many informal and *ad hoc* briefings that occur on a regular basis; it also does not include briefings related to Cabinet business. For



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example, PCO IAS has a weekly update briefing to the Prime Minister and his staff. The list also may not be exhaustive as records are not complete in all cases, e.g., because of changes in personnel over time.

<b>Date</b>	<b>Briefing Entity</b>	<b>Other Participants</b>
<b>To the Prime Minister</b>		
February 9, 2021* <sup>1</sup>	David Vigneault, Director, CSIS; David Morrison, Foreign and Defence Policy Advisor to the Prime Minister, PCO; Vincent Rigby, NSIA, PCO; Ian Shugart; Clerk of the Privy Council	Katie Telford, Chief of Staff, PMO; Patrick Travers, Policy Advisor, PMO; other PMO staff
June 14, 2022*	Jody Thomas, NSIA, PCO; other PCO staff	Patrick Travers, Policy Advisor, PMO; other PMO staff
October 27, 2022*	Jody Thomas, NSIA, PCO; Janice Charette, Clerk of the Privy Council; Dan Costello, Foreign and Defence Policy Advisor to the Prime Minister, PCO; David Vigneault, Director, CSIS	Katie Telford, Chief of Staff PMO; Brian Clow, Deputy chief of Staff PMO; Jeremy Broadhurst, Senior Advisor, PMO; Patrick Travers, Policy Advisor, PMO
November 30, 2022*	Jody Thomas, NSIA, PCO	Katie Telford, Chief of Staff, PMO and other PMO staff
March 20, 2023*	Jody Thomas, NSIA, PCO; David Vigneault, Director, CSIS; and unnamed analyst	Katie Telford, Chief of Staff, PMO; Brian Clow, Deputy Chief of Staff, PMO; Jeremy Broadhurst, Senior Advisor, PMO
May 2, 2023 (2 meetings on this day)	David Vigneault, CSIS Director; Jody Thomas, NSIA, PCO; Janice Charette, Clerk of the Privy Council	Katie Telford, Chief of Staff, PMO; Brian Clow, Deputy Chief of Staff, PMO; Jeremy Broadhurst, Senior Advisor, PMO; other PMO staff
May 7, 2023	David Vigneault, CSIS Director; Jody Thomas, NSIA, PCO; Janice Charette, Clerk of the Privy Council	Katie Telford, Chief of Staff, PMO; Brian Clow, Deputy Chief of Staff, PMO; Jeremy Broadhurst, Senior Advisor, PMO; other PMO staff
August 3, 2023	Jody Thomas, NSIA, PCO; John Hannaford, Clerk, PCO; David Vigneault, Director, CSIS	Brian Clow, Deputy Chief of Staff PMO; other PMO officials

<sup>1</sup> An “\*” indicates this briefing was included in the former NSIA’s April 14, 2023 written submission to PROC.

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<b>Date</b>	<b>Briefing Entity</b>	<b>Other Participants</b>
<b>To the Prime Minister's Office</b>		
September 28, 2022*	Jody Thomas, NSIA, PCO; David Vigneault, Director, CSIS; Rob Stewart, Deputy Minister, CSIS	Brian Clow, Deputy chief of Staff PMO; Patrick Travers, Policy Advisor, PMO
February 23, 2023*	Marie-Hélène Chayer, Coordinator, Task Force Foreign Interference (TFFI), PCO; Jody Thomas, NSIA, PCO; Mike MacDonald, Assistant Secretary, S&I, PCO; David Vigneault, Director, CSIS	Brian Clow, Deputy chief of Staff PMO; Jeremy Broadhurst, Senior Advisor, PMO
May 6, 2023	Jody Thomas, NSIA, PCO; David Morrison, Deputy Minister, GAC; CSIS Official; David Vigneault, CSIS Director	Brian Clow, Deputy chief of Staff, PMO; Patrick Travers, Policy Advisor, PMO; Ben Chin, Senior Advisor, PMO
May 18, 2023	Janice Charette, Clerk, PCO; Dan Rogers, Deputy NSIA, PCO; David Vigneault, CSIS Director; and other PCO officials	Ministers Blair, LeBlanc, Joly, and Mendicino; Brian Clow, Deputy chief of Staff, PMO; Alana Kiteley, Director of Issues management and Parliamentary Affairs, PMO; other PMO officials
May 30, 2023	Janice Charette, Clerk, PCO; Jody Thomas, NSIA, PCO; other PCO officials	Ministers Mendicino, LeBlanc, Blair, Joly and their respective Chiefs of Staff; Katie Telford, Chief of Staff, PMO; Brian Clow, Deputy Chief of Staff, PMO; Alana Kiteley, Director of Issues Management and Parliamentary Affairs, PMO
June 6, 2023	Marie-Hélène Chayer, Coordinator, TFFI; Dan Rogers, Deputy NSIA, PCO; other PCO Officials	Brian Clow, Deputy Chief of Staff PMO; Patrick Travers, Policy Advisor, PMO; Jim Kapches, Senior Policy Advisor, PMO; Sarah Hussaini, Director of Policy PMO; Alana Kiteley, Director of Issues Management and Parliamentary Affairs, PMO
June 29, 2023	Dan Rogers, Deputy NSIA; Nathalie Drouin, Deputy Clerk; John Hannaford, Clerk, PCO	Katie Telford, Chief of Staff, PMO; Brian Clow, Deputy Chief of Staff PMO; Jeremy Broadhurst, Senior Advisor, PMO; other PMO officials

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<b>To Liberal Party of Canada</b>		
September 28, 2019*	Alia Tayyeb, S&I Director, PCO and CSIS official	Azam Ishmael
September 12, 2021*	Mike MacDonald, Assistant Secretary, S&I, PCO and CSIS officials	Azam Ishmael
<b>To the Clerk of the Privy Council</b>		
January 24, 2019	Analyst, IAS, PCO	
September 23, 2020	Senior Analyst and Team Lead, IAS, PCO	
May 10, 2023	Analyst, IAS, PCO	
<b>To the NSIA</b>		
September 23, 2020	Senior Analyst and Team Lead, IAS, PCO	
December 16, 2021	Martin Green, Assistant Secretary to the Cabinet (Intelligence Assessment Secretariat); Anthony Romanelli, Director, IAS, PCO	

<b>Date</b>	<b>Briefing Organizer</b>	<b>Briefing Recipients</b>
<b>To Deputy Ministers (and other senior officials)</b>		
February 4, 2022	Jody Thomas, NSIA, PCO	Shelly Bruce, Chief, Communications Security Establishment (CSE); Rajiv Gupta, Associate Head, Cyber Centre, CSE; Marta Morgan, Deputy Minister, GAC; Dan Rogers, Associate Chief, CSE; Rob Stewart, Deputy Minister, CSIS; David Vigneault, Director, CSIS

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<b>Date</b>	<b>Briefing Organizer</b>	<b>Briefing Recipients</b>
October 20, 2022	Jody Thomas, NSIA, PCO	Jacqueline Bogden, Deputy Secretary to the Cabinet, (Emergency Preparedness and Covid Recovery) PCO; Tricia Geddes, Associate Deputy Minister, Public Safety (PS); Jeff Hutchinson, Senior Advisor, Emergency Preparedness Secretariat, PCO; Michelle Tessier, Deputy Director of Operations, CSIS; Shawn Tupper, Deputy Minister, PS; David Vigneault, Director, CSIS; Caroline Xavier; Chief, CSE
October 24, 2022	Jody Thomas, NSIA, PCO	David Vigneault, Director, CSIS
November 10, 2022	Jody Thomas, NSIA, PCO	Tricia Geddes, Associate Deputy Minister, PS; Michelle Tessier, Deputy Director of Operations, CSIS; David Vigneault, Director, CSIS
December 14, 2022	Jody Thomas, NSIA, PCO	Martin Green, Assistant Secretary, IAS, PCO; Shawn Tupper, Deputy Minister, PS; David Vigneault, Director, CSIS
December 22, 2022	Jody Thomas, NSIA, PCO	Shawn Tupper, Deputy Minister, PS; David Vigneault, Director, CSIS
March 10, 2023	Jody Thomas, NSIA, PCO	Marie-Hélène Chayer, Coordinator, TFFI, PCO; Adelle Ferguson, Director, S&I, PCO; Jeff Hutchinson, Senior Advisor, Emergency Preparedness Secretariat, PCO; Dan Rogers, Deputy NSIA, PCO

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<b>Date</b>	<b>Briefing Organizer</b>	<b>Briefing Recipients</b>
March 30, 2023	Jody Thomas, NSIA, PCO	Marie-Hélène Chayer, Coordinator, TFFI, PCO; Lisa Ducharme, Director, IAS, PCO; Adelle Ferguson, Director, S&I, PCO; Martin Green, Assistant Secretary, IAS, PCO; Jeff Hutchinson, Senior Advisor, Emergency Preparedness Secretariat, PCO; Mike MacDonald, Assistant Secretary, S&I, PCO; Dan Rogers, Deputy NSIA, PCO
April 18, 2023	Janice Charette, Clerk, PCO	Jody Thomas, NSIA, PCO; Michael Vandergrift, Deputy Minister of Intergovernmental Affairs and Deputy Secretary to the Cabinet (Plans and Consultations); David Vigneault, Director, CSIS; Caroline Xavier, Chief, CSE; provincial and territorial representatives
April 19, 2023	Janice Charette, Clerk, PCO	Nathalie Drouin, Deputy Clerk, PCO; Jody Thomas, NSIA, PCO; Shawn Tupper, Deputy Minister, PS
April 28, 2023	Jody Thomas, NSIA, PCO	Janice Charette, Clerk of the Privy Council; Marie-Hélène Chayer, Coordinator, TFFI, PCO; Nathalie Drouin, Deputy Clerk, PCO; Jeff Hutchinson, Senior Advisor, Emergency Preparedness Secretariat, PCO; Laurie-Anne Kempton, Assistant Secretary to the Cabinet (Communications); Paul MacKinnon, Deputy Secretary (Governance), PCO; Dan Rogers, Deputy NSIA, PCO
May 3, 2023	Jody Thomas, NSIA, PCO	David Morrison, Deputy Minister, GAC; Cindy Termorshuizen, Associate Deputy Minister, GAC; Shawn Tupper, Deputy Minister, PS; David Vigneault, Director, CSIS

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<b>Date</b>	<b>Briefing Organizer</b>	<b>Briefing Recipients</b>
May 9, 2023	Janice Charette, Clerk, PCO	Nathalie Drouin, Deputy Clerk, PCO; Jody Thomas, NSIA, PCO; Dan Rogers, Deputy NSIA, PCO
May 10, 2023	Jody Thomas, NSIA, PCO	Marie-Hélène Chayer, Coordinator, TFFI, PCO; Dan Rogers, Deputy NSIA, PCO; Shawn Tupper, Deputy Minister, PS; David Vigneault, Director, CSIS
May 10, 2023	Nathalie Drouin, Deputy Clerk	Mark Flynn, Deputy Commissioner (Federal Policing), RCMP; Jody Thomas, NSIA, PCO; David Vigneault, Director, CSIS
May 11, 2023	Janice Charette, Clerk, PCO	Nathalie Drouin, Deputy Clerk, PCO; Dan Rogers, Deputy NSIA, PCO
May 17, 2023	Dan Rogers, Deputy NSIA	Deputy Ministers
May 23, 2023	Jody Thomas, NSIA, PCO	Tricia Geddes, Associate Deputy Minister, PS; David Morrison, Deputy Minister, GAC; Dan Rogers, Deputy NSIA, PCO; Shawn Tupper, Deputy Minister, PS; David Vigneault, Director, CSIS
June 6, 2023	Janice Charette, Clerk, PCO	Nathalie Drouin, Deputy Clerk, PCO; Jody Thomas, NSIA, PCO; Dan Rogers, Deputy NSIA, PCO
June 6, 2023	Nathalie Drouin, Deputy Clerk	Jody Thomas, NSIA, PCO; Shawn Tupper, Deputy Minister, PS

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<b>Date</b>	<b>Briefing Organizer</b>	<b>Briefing Recipients</b>
July 5, 2023	Jody Thomas, NSIA, PCO	Marie-Hélène Chayer, A/Assistant Secretary, S&I, PCO; Michael Duheme, Commissioner, RCMP; Martin Green, Assistant Secretary, IAS, PCO; Paul MacKinnon, Deputy Secretary (Governance), PCO; David Morrison, Deputy Minister, GAC; Dan Rogers, Deputy NSIA; PCO; Shawn Tupper, Deputy Minister, PS; David Vigneault, Director, CSIS; Caroline Xavier, Chief, CSE
August-September 2023 (weekly)	Dan Rogers, Deputy NSIA	Nathalie Drouin, Deputy Clerk, PCO; Jody Thomas, NSIA, PCO; Deputy Ministers

***(7) Dates and subjects covered for each occasion where advice/recommendations were provided to a Minister or their office on foreign interference in democratic processes and institutions***

<b>Date</b>	<b>Briefing Entity</b>	<b>Briefer</b>
<b>To Minister of Democratic Institutions</b>		
February 24, 2023	PCO	NSIA, Mike MacDonald, Marie-Hélène Chayer, David Vigneault, Al Sutherland, Jeff Hutchinson
June 15, 2023	PCO	NSIA, Janice Charette, Nathalie Drouin, John Hannaford, Paul MacKinnon, Al Sutherland, Ben Chin, Senior Advisor PMO; Jeremy Broadhurst, Senior Advisor, PMO; Alana Kiteley, Director of Issues Management and Parliamentary Affairs, PMO

***(8) National security and intelligence governance interdepartmental architecture***

With respect to possible foreign interference, the Clerk of the Privy Council chairs the Panel of Five (discussed above). This committee manages the Critical Election Incident Public Protocol (CEIPP), which as discussed above is a mechanism to communicate clearly, transparently, and impartially with Canadians during an election in the event of an incident or incidents that threaten Canada's ability to have a free and fair election.

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With respect to the national security and intelligence governance architecture, generally, there are three Cabinet level committees, the National Security Council, the Incident Response Group, and the Cabinet Committee on Global Affairs and Public Security. The NSIA chairs or co-chairs seven interdepartmental committees that support the executive level:

- *DM Electoral Security Coordination Committee (DMESCC)*: The NSIA and the deputy head of EC co-chair DMESCC. The committee ensures a coordinated approach and common understanding among the security and intelligence community, EC and the Commissioner of Canada Elections. Operational coordination between DMESCC and the SITE Task Force allows key players to quickly coordinate, assess, and verify threat-related information regarding potential interference activities. DMESCC can also meet outside of election periods to maintain connections and momentum and to review preparedness for emerging threats. It is supported by an ADM and DG level committees on election security coordination;
- *DM Committee on Intelligence Response (DMCIR)*: The NSIA chairs DMCIR. The committee is a forum for discussing particularly sensitive and/or intelligence reporting, which may be identified by either the NSIA, the Deputy NSIA, or deputy heads of intelligence agencies who are members of the committee. It reviews operational and tactical intelligence reporting that requires a timely response;
- *DM Intelligence Committee (DMIC)*. The NSIA chairs DMIC. The committee's role is to flag important strategic intelligence assessments to deputy heads and ensure a coordinated response. In contrast with DMCIR, it is intended to review more strategic, longer term, forward-looking intelligence assessments. DMIC is supported by an ADM level Intelligence Analysis Committee;
- *DM Operational Coordination (DMOC)*: The NSIA chairs DMOC. The committee ensures a coordinated, collective response to national security incidents. It is supported by an ADM level National Security Operations Committee;
- *DM National Security (DMNS)*: The NSIA and the Deputy Minister of PS co-chair DMNS. The committee considers security, defence, and foreign policy issues and priorities, as well as their linkages with one another, in order to provide advice to the Prime Minister and various Cabinet committees, as required. It also coordinates the government's response to current and emerging issues related to Canada's national security. DMNS is supported by two ADM level committees, ADM Intelligence and ADM National Security Policy;
- *DM Protection Committee (DMPC)*: The NSIA and the Deputy Minister of PS co-chair DMPC. The focus of the committee is the protection and security of individual ministers, officials, and visiting foreign dignitaries, while the overall security of events remains the responsibility of the lead department or agency. It assists the Minister of Public Safety by making recommendations on the prioritization and use of protective resources to ensure the physical safety of Canadian public figures; and
- *DM National Security Review Coordination (DMRC)*: The NSIA chairs DMRC. The committee's mandate is to provide strategic guidance and direction of the interaction



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between the security and intelligence community and NSICOP, NSIRA, and, as required, the Intelligence Commissioner (IC). DMRC is supported by an ADM level committee.

In addition to these Committees, CSE and PS co-chair the DM Cyber committee, PS and Innovation, Sciences, and Economic Development Canada co-chair the DM Investment Review Committee, GAC chairs the DM China and DM Indo-Pacific committees, and PS chairs the DM Foreign Interference Committee.

While there are numerous Director General (DG) level committees that may support security and intelligence governance, they are informal in nature. This is to say, they do not have Terms of Reference, and can change quite frequently in response to events and issues.

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***TAB A: Panel of Five Meeting Chronology***

*43<sup>rd</sup> Election:*

<b>Date</b>	<b>Participants</b>	<b>Agenda</b>
May 31, 2019	Panel and Invitees	<ul style="list-style-type: none"> <li>- Introduction (Clerk)</li> <li>- Briefing on the Critical Incident Election Public Protocol</li> <li>- Overall governance (NSIA)</li> <li>- Discussion and finalization of proposed workplan (All)</li> </ul>
June 20, 2019	Panel and Invitees	<ul style="list-style-type: none"> <li>- Introduction and Update (PCO)</li> <li>- Table Top Exercise</li> <li>- Discussion and Reflection on Exercise:</li> <li>- Threat Briefing (CSE, CSIS, GAC)</li> </ul>
June 27, 2019	Panel and Invitees PCO Comms, S&I	<ul style="list-style-type: none"> <li>- Introduction and Update (PCO)</li> <li>- Communications Plan Discussion</li> </ul>
August 7, 2019 <sup>2</sup>	Panel and Invitees PCO Comms	<ul style="list-style-type: none"> <li>- Discussion with Elections Canada               <ul style="list-style-type: none"> <li>o Roles and Responsibilities</li> <li>o Update on recent initiatives</li> <li>o Communications coordination</li> </ul> </li> <li>- Community Update (NSIA)</li> <li>- Strategic Communications</li> </ul>
August 15, 2019	Panel and Invitees	<ul style="list-style-type: none"> <li>- Threat Update (CSE, CSIS, GAC, RCMP)</li> <li>- Table Top Exercise</li> <li>- Discussion on Protocol Thresholds (PCO Democratic Institutions (DI))</li> </ul>
September 9, 2019	Panel and Invitees	<p>No official agenda</p> <ul style="list-style-type: none"> <li>- DI Threshold Document</li> <li>- Results of Panel Table Top Exercises (TTXs)</li> <li>- Exercise Information on 2016 US Presidential Election</li> <li>- Examples of Elections Reporting: SITE, GOC</li> </ul>
September 16, 2019	Panel and Invitees	<p>No official agenda</p> <ul style="list-style-type: none"> <li>- Additional Scenarios</li> </ul>

<sup>2</sup> This meeting was initially scheduled for July 25, 2019. Accordingly, materials related to the meeting may bear that initial date, rather than the date that the meeting actually took place.

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Date	Participants	Agenda
		<ul style="list-style-type: none"> <li>- Update on Panel Assessment</li> <li>- Draft Potential Panel Statements</li> <li>- Update Message to Missions</li> </ul>
September 24, 2019	Panel and Invitees Absent: Marta Morgan	No official agenda <ul style="list-style-type: none"> <li>- Record of Discussion, Meeting Seven (September 16)</li> <li>- Scenario: US Presidential Election</li> <li>- Scenario: Russian Internet Research Agency (IRA) 2018 Midterm-focused operation</li> <li>- Scenarios based on actual events</li> </ul>
September 30, 2019	Panel and Invitees PCO Comms	<ul style="list-style-type: none"> <li>- Threat Update (CSE, CSIS, RCMP, GAC)               <ul style="list-style-type: none"> <li>o Discussion on Disinformation (GAC/DI)</li> <li>o Update on Communications Inquiries (PCO Comms)</li> </ul> </li> <li>- Scenario Discussion</li> </ul>
October 7, 2019	Panel and Invitees	<ul style="list-style-type: none"> <li>- Run-up to the Election Scenarios</li> <li>- Discussion on recent media reporting</li> <li>- Follow-up to recent Panel questions</li> <li>- Meeting Adjournment</li> </ul>
October 15, 2019	Panel and Invitees	<ul style="list-style-type: none"> <li>- Update on the Critical Election Incident Public Protocol Assessment</li> <li>- Update</li> <li>- Meeting Adjournment</li> </ul>
October 21, 2019	Panel and Invitees  PCO S&I, Comms	<ul style="list-style-type: none"> <li>- Introduction</li> <li>- Threat Update (NSIA)</li> <li>- Community Post-Election Wrap Up, Planning and Feedback (SI Assistant Secretary)               <ul style="list-style-type: none"> <li>o SITE next steps</li> <li>o Political party threat briefings</li> <li>o Community Reports (EC, SITE, CEIPP, etc.)</li> </ul> </li> <li>- Post-Election communications (PCO Comms)</li> <li>- Meeting Adjournment</li> </ul>

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*44<sup>th</sup> Election:*

<b>Date</b>	<b>Participants</b>	<b>Summary</b>
January 27, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Recent Developments (Post 2019, US Election, COVID, ESCC meetings)</li> <li>- Threat Environment and SITE Readiness</li> <li>- Upcoming NSIOP Recommendations and CEIPP Independent Review</li> <li>- Supporting Panel business going forward</li> </ul>
June 25, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Discussion of Panel Operations: GE2019 vs. Next Election</li> <li>- Panel Operations</li> <li>- Intelligence Requirements</li> <li>- Public Communications</li> <li>- 2021 Election Protocol</li> <li>- Implications of a COVID Election</li> </ul>
July 12, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Threat Landscape Update (CSE &amp; CSIS)</li> <li>- Communications planning</li> <li>- Threshold discussion</li> <li>- Scenario exercise</li> </ul>
July 26, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- CSIS and CSE Public Reports</li> <li>- Political party meeting debrief</li> <li>- Scenario Exercise</li> </ul>
August 23, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Threat Update (SITE &amp; CSIS)</li> <li>- Retreat Scenario Exercise: Lessons Learned</li> <li>- Scenario Exercise</li> <li>- Panel Announcement Process</li> </ul>
August 30, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Threat Update (SITE)</li> <li>- Scenario Exercise</li> <li>- Panel Discussion on Announcement Process</li> </ul>
September 7, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Threat Update (SITE)</li> <li>- Scenario Exercise</li> <li>- Panel Discussion on Announcement Process</li> </ul>
September 15, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Threat Update (SITE)</li> <li>- Panel Discussion</li> </ul>
September 23, 2021	Panel and Invitees	<ul style="list-style-type: none"> <li>- Threat Update (SITE)</li> <li>- Panel Discussion</li> </ul>

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<b>Date</b>	<b>Participants</b>	<b>Summary</b>
December 10, 2021 <sup>3</sup>	Panel and Invitees	<ul style="list-style-type: none"><li>- SITE After Action Report</li><li>- Discussion – Key Takeaways, Panel Operations, Grey Areas, Upcoming External Review</li></ul>

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<sup>3</sup> This meeting was initially scheduled for November 5, 2021. Accordingly, materials related to the meeting may bear that initial date, rather than the date that the meeting actually took place.

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***TAB B: NSIA April 14, 2023 Written Submission to PROC***

[see attached]



Government of Canada  
Privy Council Office

Gouvernement du Canada  
Bureau du Conseil privé

National Security and Intelligence  
Advisor to the Prime Minister

Conseillère à la sécurité nationale et au renseignement  
auprès du Premier ministre

Ottawa, Canada  
K1A 0A3

Miriam Burke  
Clerk  
Standing Committee on Procedure and House Affairs  
Sixth Floor, 131 Queen Street  
House of Commons  
Ottawa ON K1A 0A6  
Canada

Dear Ms Burke:

During my appearance before the Standing Committee on Procedure and House Affairs on March 1, 2023, and the appearance of David Vigneault, Director of the Canadian Security Intelligence Service (CSIS), on March 2, 2023, we undertook to provide the committee, to the extent possible, unclassified administrative details about briefings on foreign election interference.

The attached response provides the dates of formal briefings to the Prime Minister and Ministers on the subject of foreign interference in elections since 2021. The response also provides information about briefings and meetings with the security-cleared representatives of political parties, as part of broader plans to protect Canadian democracy.

The Privy Council Office and CSIS have been diligent in actioning the committee's requests and have undertaken an exhaustive search of records. Both organizations are providing information that is as complete as possible within a reasonable timeframe, respecting limitations in sharing classified details.

Sincerely yours,

Jody Thomas  
National Security and Intelligence Advisor to the  
Prime Minister

Attachment

Canada

## Briefings on Foreign Election Interference

### **Briefings to the Prime Minister**

As the principal advisor on national security and intelligence matters, the National Security and Intelligence Advisor (NSIA) routinely briefs the Prime Minister on matters of national security. Given the nature of national security issues, many of these briefings are conversations which are not formally scheduled. They can occur on the margins of other briefings, during foreign and domestic travel, and on an urgent basis to meet the Prime Minister's needs for information and advice to enable responses to address threats to national security. The Prime Minister has received many of such briefings since 2015. The Prime Minister and his team also receive written intelligence briefings on national security issues in Canada, including the baseline threat of foreign interference at all levels of government.

Other briefings are formally scheduled and often include briefers from within the broader national security community, such as the Director of the Canadian Security Intelligence Service (CSIS). When the Prime Minister is briefed on national security and intelligence issues, typically the NSIA is in attendance to provide advice on the matters discussed. The Clerk of the Privy Council or other Privy Council Office officials may attend to provide additional context, and the Prime Minister may also be accompanied by members of his office. Complete participants lists are not logged and are therefore not included below.

The table below provides the dates of formal briefings, where records are available, to the Prime Minister and Ministers on the subject of foreign interference in elections. Following the publication of media articles beginning in early November 2022 about alleged foreign election interference, there have been numerous interactions with the Prime Minister and members of the Prime Minister's office on the topic.

Specific topics are not included in the list below to protect their classification, though briefings may address specific threats or adverse activity, as well as broader policy proposals and approaches related to foreign interference in elections. The list below may not be exhaustive as records are not complete in all cases. The briefings noted below to Ministers include briefings specifically organized by the Privy Council Office for formal briefings by CSIS and the Communications Security Establishment (CSE) to specifically address the subject of foreign interference in elections. Ministers meet regularly with officials in their departmental portfolios to discuss departmental matters, which may include intelligence and foreign interference in elections. Briefings organized by departments on this subject are not included in this list.

Date	Briefer
<b>Briefings to the Prime Minister</b>	
October 22, 2018	NSIA
February 9, 2021	Director CSIS
June 14, 2022	NSIA
October 27, 2022	Director CSIS



November 30, 2022	NSIA
March 20, 2023	NSIA, Director CSIS
<b>Briefings to Cabinet or Cabinet Committee</b>	
2018 onward: 8 Briefings	Senior Public Servants
<b>Briefings to Ministers</b>	
August 15, 2018 Minister of Democratic Institutions	Director CSIS, Chief CSE
October 5, 2018 Minister of Democratic Institutions	Director CSIS, Chief CSE
November 26, 2018 Minister of Democratic Institutions	Director CSIS, Chief CSE
January 22, 2019 Minister of Democratic Institutions	Director CSIS
April 4, 2019 Minister of Democratic Institutions	Director CSIS
May 17, 2019 Minister of Democratic Institutions	Director CSIS
June 20, 2019 Minister of Democratic Institutions	Director CSIS
July 15, 2019 Minister of Democratic Institutions	Chief CSE
August 22, 2019 Minister of Democratic Institutions	Director CSIS
August 23, 2019 Minister of Democratic Institutions	Chief CSE
March 5, 2020 Minister of Public Safety and Emergency Preparedness	Director CSIS
October 18, 2021 Minister of Public Safety and Emergency Preparedness	Director CSIS
December 13, 2021 Minister of Public Safety	Director CSIS
December 16, 2022 Minister of International Trade, Export Promotion, Small Business, and Economic Development	Director CSIS
February 24, 2023	Director CSIS

Minister of Intergovernmental Affairs, Infrastructure and Communities	
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### Briefings to the Prime Minister's Office

As is the case with the Prime Minister, information on national security is shared regularly with his staff. The quickly evolving nature of national security necessitates the regular and timely sharing of intelligence with the Prime Minister's Office. Briefings occur on an ad-hoc basis and during regularly scheduled meetings. The table below provides the dates of formal briefings, where records are available, to the Prime Minister's Office on the subject of foreign interference in elections. Members of the Prime Minister's Office may have also attended briefings with the Prime Minister. Specific topics are not included to protect their classification. The list below may not be exhaustive as records are not complete in all cases.

Briefings to the Prime Minister's Office	
Date	Briefer
September 28, 2022	NSIA / Director CSIS
February 23, 2023	NSIA / Director CSIS

### Briefings to and Meetings with Political Party Representatives

As part of efforts to safeguard the 2019 and 2021 elections, PCO invited parties represented in the House of Commons to identify representatives to be cleared to receive classified information. These representatives were offered classified threat briefings as a part of broader plans to protect Canadian democracy. The briefings were designed to promote situational awareness, help strengthen party security practices and, where appropriate, share information on potential threats. A list of these briefings is provided below.

Briefings to and Meetings with Political Party Representatives	
Date	Participants
June 17, 2019	Cleared Political party representatives
August 21, 2019	Cleared Political party representatives
September 4, 2019	Cleared Political party representatives
September 28, 2019	Cleared Liberal Party of Canada representatives
July 22, 2021	Cleared Political party representatives
August 20, 2021	Cleared Political party representatives
August 26, 2021	Cleared Political party representatives
September 2, 2021	Cleared Political party representatives

September 12, 2021	Cleared Liberal Party of Canada representatives
September 15, 2021	Cleared Political party representatives
September 24, 2021	Cleared Conservative Party of Canada representatives
September 30, 2021	Cleared Conservative Party of Canada representatives
October 22, 2021	Cleared Conservative Party of Canada representatives