

From: [Boucher, Carmen](#)
 To: [OCCE](#)
 Cc: [OCCE](#), [Lafrance, Sébastien](#)
 Subject: FW: Elections Canada/OCCE request for AO status
 Date: August 22, 2024 11:38:31 AM
 Attachments: [image001.png](#)

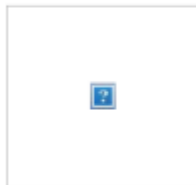
This may be the second email but can you check the date of the email with the commission please.

From: Boucher, Carmen
 Sent: Tuesday, July 23, 2024 4:22 PM
 To: [OCCE](#)
 Cc: [OCCE](#), [CSE](#)
 Subject: RE: Elections Canada/OCCE request for AO status

Thank you, [CSE](#)

[OCCE](#) was very pleased to have this approval notice in my inbox.

My gratitude to your team for all the support, and the incredible turnaround time on this request.



Carmen Boucher (she / her / elle)
 Directrice exécutive – Contrôle d'application de la loi
 Bureau de la commissaire aux élections fédérales
[OCCE](#)
 Executive Director – Enforcement
 Office of the Commissioner of Canada Elections
[OCCE](#)

Please feel free to respond in your language of choice.
 N'hésitez pas à répondre dans votre langue de préférence.

From: SSMO [CSE](#) >
 Sent: Tuesday, July 23, 2024 10:24 AM
 To: [EC](#)
 Cc: [EC](#), [Boucher, Carmen](#), [OCCE](#); [Achtoutal, Brahim](#) <[OCCE](#)>; SSMO [CSE](#) >
 Subject: RE: Elections Canada/OCCE request for AO status

Good morning [EC](#),

We managed to sort out our access issues, so we just sent you the AO Approval letter on GCSI!

If you have any questions or need help with next steps (re: standing up the administrative structure for both EC & OCCE), please let us know.

Thanks,

[CSE](#)
 SIGINT Security Management Office (SSMO)
[CSE](#)
[CSE](#)

From: SSMO CSE >
Sent: Wednesday, July 10, 2024 11:48 AM
To: [REDACTED]
Cc: EC [REDACTED] OCCE [REDACTED]
SSMO CSE [REDACTED]
Subject: RE: Elections Canada/OCCE request for AO status

Hi EC [REDACTED]

Thank you for the contact details.

SSMO has just recently set up our GCSI group email account, so I am just sorting through my access credentials for the system/printer before I can scan and send you the signed letter.

I will let you know (on this side) as soon as I am able to access the system to send you the email!

Regards,

CSE [REDACTED]
SIGINT Security Management Office (SSMO)
📞 CSE [REDACTED]
✉️ CSE [REDACTED]

From: EC [REDACTED]
Sent: Friday, July 5, 2024 11:56 AM
To: SSMO CSE [REDACTED]
Cc: EC [REDACTED] Boucher, Carmen
OCCE [REDACTED] Ahtoutal, Brahim <OCCE [REDACTED]>
Subject: RE: Elections Canada/OCCE request for AO status

Good morning,

Please email a copy of the letter to both EC [REDACTED] and
EC [REDACTED]

If there are any issues reaching us via email, then please let me know. EC [REDACTED] are both on-site today and I am on-site Monday as well. So, we will monitor for the email in the coming days.

Thank you again and have a great weekend.

EC [REDACTED]

[REDACTED]
[REDACTED]
Elections Canada

EC [REDACTED]
Cellular / Cellulaire: EC [REDACTED]
30 Victoria, Gatineau, QC K1A 0M6

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From: EC
Sent: Wednesday, July 3, 2024 4:25 PM
To: CSE
Cc: EC; Boucher, Carmen
 OCCE; Achtoutal, Brahim OCCE >
Subject: RE: Elections Canada/OCCE request for AO status

Good afternoon CSE

That's great news and thank you for the update. Please note that the letter can be emailed over GCSI to myself. Unfortunately, I am not onsite until Friday this week but will confirm my email address to you shortly.

Thank you again and have a great rest of your afternoon.

EC

Elections Canada

EC

Elections Canada

EC

Cellular / Cellulaire: EC

30 Victoria, Gatineau, QC K1A 0M6

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From: SSMO CSE
Sent: Tuesday, July 2, 2024 4:38 PM
To: EC
Cc: EC; Boucher, Carmen
 OCCE; SSMO CSE
Subject: FW: Elections Canada/OCCE request for AO status

Good afternoon **EC**

Good news – CSE’s A/National SIGINT Risk Authority (A/NSRA) has provided approval for both Elections Canada (EC) and the Office of the Commissioner of Canada Elections (OCCE) to be granted Authorized Organization (AO) status. The signed approval letter is classified though (at the Secret level), so please advise on the best way for us to get a copy of the letter to you:

1. SSMO can email a copy to you over GCSI – please advise if there is an email on GCSI that we can send it to?
2. We can arrange a hand-off of the letter – please let me know if there is a date/time that works and who would be picking up the letter, and we can make the arrangements to meet;
3. SSMO can see if a CSE courier can drop off the letter – we would need to know a location and a POC for hand-off/drop-off.

Regards,

CSE
SIGINT Security Management Office (SSMO)

CSE
[Redacted]

From: **EC**
Sent: Friday, June 14, 2024 3:47 PM
To: SSMO **CSE**
Cc: **EC** Boucher, Carmen
OCCE
Subject: Elections Canada/OCCE request for AO status

UNCLASSIFIED / NON CLASSIFIÉ

EXTERNAL EMAIL – USE CAUTION / COURRIEL EXTERNE – FAITES PREUVE DE PRUDENCE

H **CSE**

Attached for your action is Elections Canada’s/OCCE’s request for AO status signed by Elections Canada’s Deputy Head and the Commissioner of the OCCE.

Please let me know if you need any additional information or actions from me to process this request.

Have a great weekend.

EC

[Redacted]
EC
 Elections Canada
EC
 Cellular / Cellulaire: **EC**
 30 Victoria, Gatineau, QC K1A 0M6

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From: SSMO <CSE [REDACTED]>
Sent: Monday, February 19, 2024 2:35 PM
To: EC [REDACTED]
Cc: EC [REDACTED]; SSMO <CSE [REDACTED]>
Subject: RE: SCIF & AO Questions from Elections Canada

Ce message a été envoyé par un expéditeur externe. Veuillez faire preuve de prudence et ne pas cliquer sur les liens ou ouvrir les pièces jointes à moins de reconnaître l'expéditeur et de savoir que le contenu est sûr.

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UNCLASSIFIED / NON CLASSIFIÉ

Good afternoon EC [REDACTED]

Thank you for providing additional context/information on both Elections Canada and the Office of the Commissioner of Canada Elections (OCCE)'s mandates and intelligence requirements. In order to move forward with requesting Authorized Organization (AO) status, Elections Canada/OCCE's Deputy Head may request AO status by sending a signed request letter to SSMO (addressed to CSE's National SIGINT Risk Authority, CSE [REDACTED]).

The request letter must include:

- a rationale for the request, including the mandate of the organization(s) and the proposed use of Special Intelligence (SI);
- a point of contact (POC) who can facilitate discussions regarding the organization's need for AO status;
- the type of SI consumption expected (i.e. CTSN, e-mail, intelligence access); and
- the steps for the establishment of a SCIF (if required).

Please note that the information already provided in your below email can be included in the letter, to help support the request for AO status. Once we receive the letter (signed by Elections Canada/OCCE's Deputy Head), SSMO will then seek approval from CSE's NSRA for Elections Canada/OCCE to become an Authorized Organization.

Once you have AO status and have also stood up the required administrative structure (see below excerpts), then Elections Canada/OCCE can reach out to [REDACTED] to seek a SCIF Co-Use Agreement (if this option is still desired by your organizations). The other option would be to pursue the construction & accreditation of a SCIF, which would then be fully managed/maintained by Elections Canada/OCCE.

For reference, I have included the relevant excerpts on Authorized Organizations/requesting AO status/AO Administrative Structure, taken from our Canadian SIGINT Security Standards, CSSS-100 (Jan 2024) policy document –

2.2 (U) Authorized Organizations

2.2.1 (U) Privileges and Responsibilities

(U) An AO is a federal institution with written authorization from CSE's NSRA to directly access SIGINT, and has acknowledged that it is accountable to CSE for protection and control of SIGINT to which it has access. To be an AO, a federal institution must have a CSE-recognized senior indoctrinated official (see s.4.2.1) and Compartmented Information Control Officer (see s.4.2.2).

(U) AO status allows federal institutions to indoctrinate their staff and affiliated contractors. Subject to authorization from NSRA, an AO may also:

- construct facilities for storing and processing SI (otherwise known as sensitive compartmented information facilities (SCIFs));
- set up networks and information systems (such as CTSN) for electronically accessing and processing SI; and
- establish SIGINT dissemination officers (SDOs) to disseminate serialized records from CSE's dissemination database of record to designated staff from the SDO's AO.

2.3 (U) Requesting Authorized Organization Status

2.3.1 (U) Initiating the Request

(U) The Deputy Head (or a delegated official) must request AO status by sending a letter addressed to CSE's NSRA via email to SSMO. The request must include:

- a rationale for the request, including the mandate of the organization and the proposed use of SI;
- a point of contact (POC) who can explain the organization's need for AO status;
- the type of SI consumption expected; and
- the steps for the establishment of a SCIF (if required).

2.3.2 (U) Approval of a Request for Authorized Organization Status

(U) Upon receipt of a GC organization's request to receive SIGINT, CSE's NSRA will:

- determine if the client's business case is consistent with CSE's mandate and priorities;
- review the request to determine if CSE has the appropriate resources;
- approve or deny the request; and
- inform the organization of required follow-up action.

2.3.3 (U) Formal Agreement

(U) A successful request to become an AO is documented via a letter of approval from CSE's NSRA, which describes the privileges and responsibilities related to AO status. AO status is contingent on maintaining the security requirements documented in the CSSS suite to the satisfaction of NSRA. In the absence of mitigating circumstances, failure to meet these security requirements will result in corrective measures prescribed by NSRA or loss of AO status.

3.2.3 (U) Pillar 1: Administrative Framework Assessment

(U) AOs must have an administrative structure in place to ensure accountability for, and effectiveness of, its SIGINT protection and control regime. To this end, the security assessment process requires AOs to establish an administrative structure based on the deputy head's (or delegated official) appointment of the following officers:

- a Senior Indoctrinated Official (SIO);
 - the executive officer responsible and accountable for SIGINT protection and control;
- a Compartmented Information Control Officer (COMCO);
 - responsible for a range of duties related to SI protection and control;
- a Deputy COMCO (D/COMCO);
 - shares duties with the COMCO; and
- an Information Systems Security Officer (ISSO);
 - ensures that SI-bearing IT systems and networks are compliant with prescribed IT security standards.

If you have any questions or concerns, please let us know.

Regards,

CSE

SIGINT Security Management Office (SSMO)

☎ **CSE**

✉ **CSE**

From: **EC**

Sent: Friday, February 9, 2024 3:29 PM

To: SSMO **CSE**

Cc: **EC**

Subject: SCIF & AO Questions from Elections Canada

EXTERNAL EMAIL – USE CAUTION / COURRIEL EXTERNE – FAITES PREUVE DE PRUDENCE

Good afternoon,

As discussed today, Elections Canada is requesting support from the Communications Security Establishment (CSE) with:

1. Gaining access to a TS SCIF [REDACTED] for both Elections Canada and the Office of the Commissioner of Canada Elections (OCCE).
2. Confirming if and how Elections Canada and/or the OCCE can become authorized organizations (AOs) to enable the OCCE offices at [REDACTED] to be set-up with a SCIF to house a CTSN system.

Background

Elections Canada: Mandate

The Office of the Chief Electoral Officer, commonly known as Elections Canada, is an independent, non-partisan agency that reports directly to Parliament. Our mandate is to:

- **be prepared to conduct a federal general election, by-election or referendum**
- administer the political financing provisions of the *Canada Elections Act*
- monitor compliance with electoral legislation
- conduct public information campaigns on voter registration, voting and becoming a candidate
- conduct education programs for students on the electoral process
- provide support to the independent commissions in charge of adjusting the boundaries of federal electoral districts following each decennial census
- carry out studies on alternative voting methods and, with the approval of parliamentarians, test alternative voting processes for future use during electoral events
- provide assistance and co-operation in electoral matters to electoral agencies in other countries or to international organizations

([Our mission, mandate, values – Elections Canada](#))

*In summary, Elections Canada is responsible for the conduct of general elections, by-elections and referendums – making sure they are delivered as set-out in the *Canada Elections Act*.

OCCE: Mandate

The OCCE is responsible for ensuring compliance with and enforcing the *Canada Elections Act* and the *Referendum Act*.

[About Us | Commissioner of Canada Elections \(cef-cce.ca\)](#)

Elections Canada and the OCCE

The OCCE has been administratively integrated with Elections Canada since 2019: [PPSC - Transition Book - Office of the Commissioner of Canada Elections \(OCCE\) \(ppsc-sppc.gc.ca\)](#). While independent of Elections Canada, we are responsible for supporting the OCCE with all of their administrative needs such as security, IT, human resources, etc.

For more about this relationship see: [Relationship between the Chief Electoral Officer and the Commissioner of Canada Elections: Key Guiding Principles – Elections Canada](#)

Support for Access to TS SCIF with [REDACTED]

Right now neither Elections Canada or the OCCE have a SCIF or access to one. Elections Canada is working on gaining access to one while we update our infrastructure (planning to have a Secret level Secure Space Area in the next 1-2 years). [REDACTED] has offered to allow us access to their TS SCIF and to access their CTSN terminals within the SCIF if we sign a SCIF Co-Use Agreement. However, this agreement must be signed by both the COMCO & ISSO, two positions that neither Elections Canada or the OCCE have.

Please note that we would be looking to set-up two different SCIF Co-Use Agreements because at this time:

- the OCCE requires access to the SCIF for TS level conversations, VTC equipment and CTSN terminals; and
- Elections Canada only requires access to the SCIFF to have TS level conversations and communications (via VTC equipment).

How do we (Elections Canada and the OCCE) become indoctrinated, so that we can have COMCO & ISSO or similar positions and be able to sign these SCIF Co-Use Agreements? Specifically, what steps do we need to take to become indoctrinated **and** set-up/sign these SCIF Co-Use Agreements?

Confirming if and How Elections Canada and/or the OCCE Can Become AOs

The OCCE is looking to confirm if [REDACTED] could accommodate a SCIF for a CTSN terminal. You advised me that in order to have a CTSN terminal that the OCCE would need to become an AO and that to become an AO, you need to have a mandate to consume SIGINT/COMINT. Given that the OCCE must investigate foreign interference complaints, we believe that they meet this requirement. Because the OCCE is administratively integrated with Elections Canada does that mean that we are required to become an AO too?

You also mentioned that to become an AO, a Deputy Head or authorized official need to send a letter explaining their mandate and a rationale for becoming an AO.

Given the above information, please confirm what are the next steps for the OCCE to request becoming an AO and what if any involvement you think Elections Canada should have in this process.

Happy to discuss if you have any questions or need any additional information.

Thank you

EC

EC

Elections Canada

EC

Cellular / Cellulaire: EC
30 Victoria, Gatineau, QC K1A 0M6

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