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COMING SOON
MANITOBA ENHANCED IDENTIFICATION CARD

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APPLICANT'S GUIDE



Manitoba
Public Insurance

Manitoba 

Manitoba's Enhanced Identification Card

Thank you for your interest in being one of the first Manitobans to undergo the application and interview process for Manitoba's new Enhanced Identification Card (EIC). This is an exciting new initiative for our province, and by applying early, you will be among the first people in Manitoba to receive your EIC once cards start being issued.

The new EIC card is expected to:

- be more **affordable** than a passport — about a third of the cost;
- fit **conveniently** in your wallet, so you never leave home without it; and
- be **secure**, with advanced technology features.

But before you decide whether to apply for an EIC, it is important that you read and understand the information in this Applicant's Guide to decide whether or not the EIC is the right travel document for you. The EIC is a voluntary card, and is one of a number of options available to you if you want to travel to the United States (U.S.) by land or water once new document requirements for travel into the U.S. come into effect on June 1, 2009. A Canadian passport or other approved document will still be needed for air travel to the U.S. (and to other countries) under the new requirements. For more information about acceptable travel documents, visit the Canada Border Services Agency website at: www.cbsa-asfc.gc.ca/whti-ivho/menu-eng.html.

To help explain Manitoba's EIC program, answer questions you might have about the new card, and help you decide if the EIC is the right travel document for you, this Guide has been organized as follows:

Table of Contents	Page
What is the Manitoba Enhanced Identification Card (EIC)?	2
Why is the EIC being introduced?	2
Are you eligible for a Manitoba EIC?	4
How to apply	6
How long is an EIC valid?	12
What does a Manitoba EIC cost?	12
Features of the Manitoba EIC	13
Radio Frequency Identification (RFID) technology	14
Facial Recognition technology	15
Using your EIC to enter the U.S.	16
Information sharing	17
Protecting your privacy	18
Changes to your Manitoba EIC	20
Optional consent to future contact for client surveys	20
Appendices — Tables and forms	21–37

If you have any questions about this Guide, Manitoba's EIC Program, the EIC application process, or the sharing of your personal information with Canadian and U.S. authorities as part of the Program, you can:

- Check the Manitoba Public Insurance website at: www.mpi.mb.ca;
- Call or visit an Autopac agent or Manitoba Public Insurance service location; or
- Call Manitoba Public Insurance's Access and Privacy Officer at (204) 985-7525

What is the Manitoba Enhanced Identification Card (EIC)?

The new Manitoba EIC is a voluntary provincial photo identification card that, once available, can be used instead of a passport under new U.S. requirements for land and water travel into the United States. As noted above, it is one of a number of options available to you if you wish to travel to the U.S. by land or water.

Why is the EIC being introduced?

The Western Hemisphere Travel Initiative (WHTI) is a new U.S. law that requires travellers within the western hemisphere—including Canadian and U.S. citizens 16 years of age and older—to present a valid passport or other secure document denoting both identity and citizenship when travelling to, or through, the United States.¹

These new document requirements came into effect for air travel into the U.S. in January 2007. **They are now set to come into effect for land and water travel into the U.S. on June 1, 2009.**

For details on the WHTI and a list of acceptable travel documents for entering the U.S., see the Canada Border Services Agency website at: www.cbsa-asfc.gc.ca/whti-ivho/menu-eng.html.

*It is important to note that entry requirements to the U.S. have not changed for non-Canadian citizens residing in Canada. For more information on these requirements, visit the U.S. Department of Homeland Security's website at: www.dhs.gov/xtrvlsec/crossingborders/

Making travel easier for Manitobans

Manitobans are often travelling to the U.S. for short or spontaneous trips. As a result, when the new WHTI law was passed by the U.S. federal government, the Government of Manitoba recognized the need to develop a convenient, affordable alternative to the passport that could be used specifically for entry into the U.S. at land or water crossings.

Since then, the Government of Manitoba and Manitoba Public Insurance have worked with the governments of Canada and the U.S. to develop alternative travel documents that meet the WHTI requirements.

The Enhanced Identification Card (EIC) will be less expensive than a passport and more convenient to obtain through designated Manitoba Public Insurance locations across the province.

It is important to note that the Manitoba EIC will be acceptable for land and water travel to the U.S. only. A passport or other secure, approved document is still needed for air travel to the U.S.

¹ As an exception, Canadian citizens 16–18 years of age who are travelling with a school or other organized group (such as a sports team or a religious, social or cultural group), under adult supervision and with parental/guardian consent, need only present proof of citizenship — such as an original or a copy of a birth certificate, or a Canadian citizenship card. All Canadian citizens 15 years of age and under need only present proof of citizenship.

The EIC is also the first step in the introduction of a number of new documents for Manitobans:

- In spring 2009, Manitoba Public Insurance will begin accepting applications for **basic Identification Cards**. The voluntary basic Identification Card will be available to non-drivers in Manitoba, and will provide credible, government-issued identification for Manitobans who choose not to obtain, or who are not eligible for, a driver's licence or an EIC. It will be of particular interest to seniors, children and persons living with a disability. It will replace the card currently offered by the Manitoba Liquor Control Commission (MLCC). The basic Identification Card is **not** acceptable as a travel document for entering the United States.
- In fall 2009, Manitoba Public Insurance will begin replacing Manitoba's current two-piece driver's licence with a new, **one-piece driver's licence** — in order to comply with standards being implemented in provinces and territories across Canada. As with the basic Identification Card, the basic, one-piece driver's licence will **not** be acceptable as a travel document for entering the U.S.
- Also in fall 2009, Manitoba Public Insurance will be introducing a new **Enhanced Driver's Licence (EDL)**. EDLs will be voluntary cards for those Manitobans who want to use their *driver's licence* for land or water travel to the U.S. under the WHTI requirements.

Launch of the voluntary EDL has been set to coincide with Manitoba Public Insurance's switch to the one-piece basic driver's licence. Once EDLs become available, any Manitoba driver who holds an EIC may choose to trade it in for an EDL, at no cost.

To better protect privacy and the integrity of the Manitoba identification card and driver's licensing systems, once all four of the documents above are available, there will be restrictions on the number of cards a person may hold. Non-drivers could choose to hold either a basic Identification Card or EIC, but not both. Drivers could choose to hold a basic driver's licence or an EDL (but not both), or a basic driver's licence and an EIC.

Are you eligible for a Manitoba EIC?

To be eligible for a Manitoba EIC, you must meet **all** the following criteria. Please review the list carefully.

- You must be a resident of Manitoba.
- You must be a Canadian citizen.
- You must be 18 years of age or older. Children 16 and 17 years of age are also eligible for an EIC—as long as their application form and consent form(s) required to obtain the card are signed by their parent or legal guardian. That parent or legal guardian must also attend all interviews associated with the child's EIC application.
- You must be able to present a combination of valid documents that prove your date of birth, identity, Manitoba residency and citizenship as required. **Appendix A** to this Guide provides a list of the various documents that can be combined to provide the necessary proof. All documents that you present must be originals, not copies.
- You must have a digital photograph taken, which will be included on the face of your EIC card. To verify your identity, Manitoba Public Insurance will run a Facial Recognition System (FRS) security check on your photograph. A detailed explanation of FRS, its use, and the purpose for using it in the Manitoba EIC program is provided on page 15 and in Manitoba Public Insurance's "Facial Recognition Technology" brochure, which is available at www.mpi.mb.ca or at Autopac agents and Manitoba Public Insurance service locations.
- You must complete a questionnaire confirming that your Canadian citizenship has not been renounced or cancelled. You will be assisted in completing the Citizenship Questionnaire during the interview for your EIC application. For your information, a copy of the questionnaire is included as **Appendix B** to this Guide.

You are not eligible for a Manitoba EIC if:

- you do not meet all of the eligibility criteria listed above;
- you are in arrears with respect to family maintenance payments;
- there are outstanding criminal charges against you for an indictable offence in Canada;
- you are forbidden to leave Canada based on conditions imposed by a Canadian court or a parole board in Canada or by law; or
- you are currently subject to a sentence of imprisonment in Canada.

During the interview for your EIC application, you will be required to complete and sign an Entitlement-to-Travel Questionnaire, confirming that you are eligible for a Manitoba EIC. A copy of the questionnaire is included, for your information, as **Appendix C** to this guide.

If at any point after your interview or after you have received your card, you are no longer eligible for an EIC, you are required to notify Manitoba Public Insurance immediately of the change.

Consents to information sharing required

To be eligible to receive an EIC, you must consent to MPI sharing your personal information with Canadian authorities, and to the Canada Border Services Agency sharing your personal information with U.S. authorities for border crossing and related purposes. You will be required to sign a Consent to Information Sharing Form during the interview for your EIC application. A detailed explanation of information collection, use and sharing under the Manitoba EIC Program is provided on page 15, and a copy of the Consent to Information Sharing Form is included, for your information, as **Appendix D** to this Guide. Please read this form carefully and ensure you are comfortable with the level of information sharing that is required.

Also if you present a Manitoba birth certificate as proof of your date of birth, legal name or Canadian citizenship (see **Appendix A**), you will be asked to provide your written consent to Manitoba Public Insurance verifying your birth certificate information with the Manitoba Vital Statistics Agency as part of your application for an EIC. For your information, copies of the EIC Application Form and the Consent for Electronic Verification of Manitoba Birth Certificate Information are included as **Appendix G** (form not finalized yet). If you present a Manitoba birth certificate as part of your application, but do not provide this consent, you will not be eligible to receive an EIC.

Grounds to refuse, suspend or cancel a Manitoba EIC

If the personal information or documents you presented when you applied and at your interview are found to be inaccurate or invalid, Manitoba Public Insurance can refuse to issue you an EIC. Similarly, if you cease to be eligible for an EIC after you receive your card, your EIC may be suspended or cancelled.

The application fee for a Manitoba EIC is non-refundable—even for cases when issuance is refused or the card is suspended or cancelled.

Situations that could lead to refusal, suspension or cancellation of a Manitoba EIC include the following:

- Manitoba Public Insurance has reason to believe that the person does not meet all the eligibility criteria for the EIC (e.g., the person is not, in fact, a Canadian citizen or Manitoba resident or the documents presented by the applicant were fraudulent).
- The person is, or becomes, subject to a travel restriction that prevents him or her from leaving Canada.
- Manitoba Public Insurance receives notice that the person is in arrears with respect to family maintenance payments.
- The person did not list his or her full legal name, correct date of birth or correct address in the application for an EIC.
- The person changes his or her name or address and does not notify Manitoba Public Insurance of the change.
- The person does not activate his or her EIC within the 40-day activation period.
- Manitoba Public Insurance has reason to believe that the person has used his or her EIC inappropriately, or that the person is likely to use his or her EIC inappropriately if one is issued.

How to apply

Step 1

Read this Guide and the forms you will be asked to sign and ask questions

The EIC is a voluntary card, and is one of a number of options available to you if you want to travel to the U.S. by land or by water. You need to be satisfied that it is the right option for you. So, before you decide to apply for an EIC, it is important that you read the information in this Guide and the forms that you will be required to sign. This will help you understand the questions you will be asked as part of your application, what information about you will be shared with Canadian and U.S. authorities and what consents you will be required to give.

The required forms are found at the back of this Guide:

- EIC Application Form and Consent for Electronic Verification of Manitoba Birth Certificate Information (**Appendix G** - form not finalized yet)
- Citizenship Questionnaire (**Appendix B**)
- Entitlement-to-Travel Questionnaire (**Appendix C**)
- Consent to Information Sharing Form (**Appendix D**)
- Parental Consent Form (**Appendix E**) **only for applicants 16 & 17 years of age*

** Also attached is an **optional** Consent for Future Contact for Client Surveys Form, (**Appendix F**), which you may choose to sign, or not to sign, at your interview. This consent is not a requirement of the EIC Program, and your eligibility for the card will not be affected if you choose not to provide consent for client surveys.*

If you have questions about the application process or these forms, or about the EIC Program, you can:

- check the Manitoba Public Insurance website at: www.mpi.mb.ca;
- call or visit an Autopac Broker or Manitoba Public Insurance service location; or
- call Manitoba Public Insurance's Access and Privacy Officer at (204) 985-7525.

Step 2

Gather together the documents proving your date of birth, identity, Manitoba residency and Canadian citizenship

If you have a Manitoba driver's licence

(i.e. you have an existing record with Manitoba Public Insurance):

If you have a Manitoba driver's licence, you have already established your identity, and Manitoba residency with Manitoba Public Insurance. That means that when you apply for an EIC, you only have to establish your Canadian citizenship. As listed in **Appendix A**, you can do that by presenting one of the following documents:

- a birth certificate issued by a vital statistic agency of a Canadian province or territory
- a certificate of Canadian citizenship
- a certificate of retention of citizenship (issued before February 15, 1977)
- a certificate of naturalization (issued before 1947); or
- a certificate of registration of birth abroad (issued before February 15, 1977 by Canadian citizenship authorities)

The document you present must be the original, not a copy.

If you do not have a Manitoba driver's licence

(i.e. you do not have an existing record with Manitoba Public Insurance):

If you do not have a Manitoba driver's licence, you will need to present a combination of valid documents which prove your date of birth, identity, Manitoba residency, and Canadian citizenship.

Appendix A to this Guide provides a list of the various documents that can be combined to provide the necessary proof.

It is important to note that you will need to produce two (2) documents from the list in Appendix A that prove Manitoba residency—not just one. This is a requirement under secure document standards that provinces and territories across Canada are working to implement.

All documents you present must be originals, not copies.

Full legal name requirements:

All EIC applicants must present documents that support their current legal name. If your current legal name is different than the name on your proof of citizenship document or if your driver's licence does not show your current legal name (in full), you will also need to present one or more documents to show the link between those two names. These "linking" documents could include:

- a marriage certificate issued by a vital statistics agency (as applicable), a certificate of common-law relationship or a certificate of election of surname;
- a divorce certificate or decree absolute (with both your married and previous names listed on the document) or a certificate of resumption of surname; or
- a change of name certificate.

Once you have the proper document or combination of documents — including any necessary "linking" documents — you will need to bring it/them with you when you visit an Autopac agent or Manitoba Public Insurance service location to book your interview (Step 3) **and** when you attend your interview with one of Manitoba Public Insurance's specialized EIC interviewers (Step 4).

Step 3

Visit an Autopac agent or Manitoba Public Insurance service location to apply and book your interview:

Once you have decided to apply for a Manitoba EIC, you can visit any of the over 300 Autopac agents or Manitoba Public Insurance service locations throughout the province to begin the application process and book your interview. A complete listing of Autopac agents and Manitoba Public Insurance service locations is available at www.mpi.mb.ca.

Remember to bring all the documents you gathered (in Step 2 above) with you.

If you have a Manitoba driver's licence

(i.e. you have an existing record with Manitoba Public Insurance):

The Autopac agent or Manitoba Public Insurance representative will ask you for your customer number in order to retrieve your customer record. He or she will then ask if any updates need to be made to your personal information on file, which consists of:

- Title (e.g. Mr. or Mrs.) (optional — only included at the customer's request)
- Full legal name (i.e. last name and given name(s))
- Permanent address
- Mailing address (if different from above)
- Home phone (optional)
- Business phone (optional)
- E-mail address (optional)
- Date of birth
- Language (preference for service in either official language)
- Gender
- Eye colour
- Height

If you do not know your customer number, the Autopac agent can contact Manitoba Public Insurance's Broker Enquiries Department to find out what it is.

It is also important to check that the name Manitoba Public Insurance has listed in your customer record is your current legal name (as shown on the documents you will be presenting). If the two are different, have your customer record updated so that it reflects your current legal name.

If you do not have a Manitoba driver's licence

(i.e. you do not have an existing record with Manitoba Public Insurance):

The Autopac agent or Manitoba Public Insurance representative will need to collect the following personal information to create your Manitoba Public Insurance customer record. This consists of:

- Title (e.g. Mr. or Mrs.) (optional — only included at the customer's request)
- Full legal name (i.e. last name and given name(s))
- Permanent address
- Mailing address (if different from above)
- Home phone (optional)
- Business phone (optional)
- E-mail address (optional)
- Date of birth
- Language (preference for service in either official language)
- Gender
- Eye colour
- Height

- After your customer record has been created or updated, present your documents (including any “linking” documents, if required) to the Autopac agent or Manitoba Public Insurance representative—who will do a preliminary manual inspection of them and let you know if they are an acceptable combination from the list in **Appendix A**.
- If you have presented a Manitoba birth certificate as proof of your birth date, legal name or Canadian citizenship, the Autopac agent or Manitoba Public Insurance representative will enter the following additional information into your customer record:

This additional information is needed so that Manitoba Public Insurance can electronically verify the birth certificate information you present against Manitoba's Vital Statistics Agency (MVSA) records, and is an added security measure against fraudulent EIC applications. As noted on page 4, you will be asked to provide written consent to Manitoba Public Insurance verifying your birth certificate information with MVSA as part of your application for an EIC (see **Appendix G** - form not finalized yet). If you do not provide this consent, you will not be eligible to receive an EIC. The Autopac agent or Manitoba Public Insurance representative will explain this consent and can answer questions you have about it.

- If Manitoba Public Insurance has not taken a digital photograph of you in the past six months, your photo will be taken and your signature will be digitally captured. Both your photo and signature will be visible on the face of your EIC card.
- The Autopac agent or Manitoba Public Insurance representative will then book the date and time of your interview, and collect your application fee. A detailed explanation of the fee for a Manitoba EIC is provided on page 12.
- Once your interview has been booked and the application fee has been paid, an EIC Application Form will be printed out for you to sign. If you presented a Manitoba birth certificate, this form will include the consent for MPI to verify your birth certificate information with Manitoba Vital Statistics Agency.
- Once you have signed the Application Form, including the Consent for Electronic Verification of Manitoba Birth Certificate Information (if applicable), the Autopac agent or Manitoba Public Insurance representative will digitally scan the form, as well as the original identity and citizenship documents (and any “linking” documents) you presented, into the Manitoba Public Insurance customer database.

The paper copy of the Application Form, including the consent form (if applicable), as well as the identity and citizenship documents (and any “linking” documents) you presented, will then be returned to you. Autopac agents and Manitoba Public Insurance service locations **are not** permitted to retain copies of any information or documents you provide as part of your EIC application (see page 10).

All elements of personal information you provide to the Autopac agent or Manitoba Public Insurance representative as part of your EIC application — namely:

- your customer record (including Manitoba birth certificate information, for Manitoba-born applicants);
- the scanned copy of your EIC Application Form and Consent for Electronic Verification of Manitoba Birth Certificate Information (if applicable);
- the scanned copies of the identity and citizenship documents — as well as any “linking” documents — you presented; and
- your digital photograph and signature

are entered or scanned by the Autopac agent or Manitoba Public Insurance representative directly into Manitoba Public Insurance’s customer database via a secure, encrypted network connection.

Autopac agents and Manitoba Public Insurance representatives do not have direct access to the customer database or any of the information entered into it—and can only access your customer record when you provide your customer number for a product or service. Autopac agents and Manitoba Public Insurance representatives must not retain any copies of the forms you signed or the documents you presented as part of your application for the Manitoba EIC and EDL Program. Brokers and staff at the MPI service locations do not decide if you are eligible to receive an EIC.

More information about how your personal information is protected throughout the EIC application process and once you receive your card is provided in the “Protecting your Privacy” section of this Guide, on page 18.

Note: If you visit an Autopac agent, you may also be asked if you consent to the agent maintaining some specific personal information about you on file for marketing purposes (e.g., for notifications, information on new products or services, etc.):

- Your customer number (assigned by Manitoba Public Insurance)
- Your name
- The date of your last visit to the agent’s office
- The renewal date for your Enhanced Identification Card
- Your mailing address

This marketing consent is optional — and is separate from the EIC application process and any consents required to obtain an EIC. You are not required to consent to the Autopac agent keeping any of your information on file; and if you refuse this consent, it will not affect your eligibility for an EIC.

Step 4

Your interview with one of Manitoba Public Insurance's specialized EIC interviewers

Note: Should you need to reschedule your interview date or time, you may simply call an Autopac agent or Manitoba Public Insurance representative to do so. To ensure that you do not have to repay the application fee, please provide notice at least one full business day prior to your interview when calling to cancel or re-schedule.

The last step in your application is to meet with a member of Manitoba Public Insurance's EIC interview staff who has been trained and screened for special security clearances as part of the Manitoba EIC program. Remember to bring all the documents you gathered (in Step 2) with you.

The interviewer will walk you through the questionnaires and the Consent to Information Sharing Form that you are required to sign in order to determine your eligibility for a Manitoba EIC. The interviewer will make sure that you fully understand each of the documents before you sign them, and can answer any questions you may have.

As an added security measure to prevent fraudulent applications, the EIC interviewer will also re-inspect the document(s) proving birth date, identity, Manitoba residency and citizenship that were scanned during your initial visit to an Autopac agent or Manitoba Public Insurance service location — so be sure to bring the **same** documents that were scanned at that initial visit with you to your interview.

The interview should last less than 30 minutes, and you are asked to arrive 15 minutes ahead of your scheduled appointment time. You must give notice at least one business day in advance if you need to cancel or reschedule your interview, otherwise you will have to repay the application fee. If you are late for your interview, you may lose your appointment and have to repay the fee and reschedule another interview.

Interviews are held at a select number of secure Manitoba Public Insurance locations across the province, as listed below:

- In **Winnipeg:**
1745 Ellice Avenue
- In **Brandon:**
731-1st Street
- In **Steinbach:**
Clearspring Centre II, Unit 2-165 Park Road
- In **Winkler:**
Southland Mall, 777 Norquay Drive
- In **Thompson:**
53 Commercial Place

Step 5

Activate your card

Once you have completed your interview, and if your application was successful, your EIC will be mailed to you. Early applicants will not receive their cards until the Manitoba EIC starts being issued in May 2009. But, as an early applicant, you will be among the first Manitobans to get the card—and will have your EIC well in advance of the date the new travel document requirements come into effect at the U.S. border (June 1, 2009).

Once you receive your EIC in the mail, instructions will be included on how to activate the card **before you use it** — by calling 1-866-303-7437 and entering your personal activation code (similar to the process for activating a credit card). The unique, confidential activation code will have been printed on your original EIC Application Form and you will have been reminded of it by your EIC interviewer during the interview. For security reasons, the card will have a 40-day activation period, and the instructions mailed out with your card will include the date on which your activation period expires — after which, it will be invalidated. If your EIC is invalidated, you will need to go through the application process again and pay the fee to replace your new card.

How long is an EIC valid?

Once you have been approved for an EIC, you will be entitled to your card for at least five years. In order to bring EIC renewals in line with Manitoba Public Insurance's 365-day renewal system, the exact length of validity for the first EIC cards that will be issued will vary based on the cardholder's date of birth. In the future, however, all EICs will be valid for a period of five years.

What does a Manitoba EIC cost?

Fees for the Manitoba EIC are as follows:

- For drivers: \$30 (in addition to regular driver's licence fees)
- For non-drivers: \$50

** once Manitoba Enhanced Driver's Licences (EDLs) are launched in fall 2009, drivers who wish to trade in their EIC for an EDL can do so free of charge.*

These fees are non-refundable, even for cases when Manitoba Public Insurance refuses to issue a card or when the card is suspended or cancelled.

Renewals: The cost to renew your EIC will be the same as the original fee - \$30 for drivers (in addition to regular driver's licence fees) and \$50 for non-drivers.

Replacement of Lost or Stolen Cards: A \$15 replacement fee will apply to lost or stolen EICs.

Replacement for Address or Name Change: A \$15 replacement fee will also apply for name or address changes that have to be made to a person's EIC.

If you compare these costs to the price of a passport:

Fees for a Canadian passport vary from \$87 to \$92 — plus the cost of photos (usually about \$17).

For both renewals and replacements of a Canadian passport, a person is required to pay the same fees (\$87-\$92) and photo fees (about \$17) as they did to originally apply.

Features of the Manitoba EIC

The **front** of the Manitoba EIC will show the cardholder's:

- full name
- address
- birth date²
- gender
- height
- eye colour
- photograph
- signature

The word “Enhanced” and the letters “CAN” will identify the card as an EIC for a Canadian citizen. The Manitoba logo will be included to show that Manitoba is the issuing jurisdiction; and the EIC card number, its issue date and expiry date will also be displayed.

Embedded in the Manitoba EIC, there will be a Radio Frequency Identification (RFID) chip — which is required technology for all Enhanced Identification Cards (EICs) and Enhanced Driver's Licences (EDLs) being developed for entry into the U.S. by land or water. A separate section on RFID technology for Manitoba EICs is included below.

The **back** of the Manitoba EIC will contain a 2D barcode, a unique card serial number (assigned by the card producer), and a Machine Readable Zone (MRZ) — comprised of letters and numbers and similar to what is found on a Canadian passport.

Machine-readable technology, such as a barcode or MRZ, is a requirement under secure document standards provinces and territories across Canada are working to implement. An MRZ is also required for all Enhanced Identification Cards (EICs) and Enhanced Driver's Licences (EDLs) being developed for entry into the U.S. by land or water.

Both the barcode and MRZ contain **only** personal information that is visible on the front of the EIC. The MRZ also contains a unique Encoded Document Number, so that your information can still be accessed if an RFID reader is not in use at the border crossing where you are entering the U.S. More information on the Encoded Document Number is provided in the section on RFID technology below.

A number of additional security features will also be built into the Manitoba EICs, to prevent document tampering and counterfeiting.

² The cardholder's birth date also includes an “18 on ...” identifier if the cardholder is a minor.

Radio Frequency Identification (RFID) Chip

Each Manitoba EIC will have a Radio Frequency Identification (RFID) chip embedded in it to help speed up processing when you arrive at the U.S. border.

The RFID chip does not transmit any information, but can be read by a scanning device at a maximum range of 10 metres. As you approach the border at a land or water port of entry into the U.S., an RFID reader will read the unique identifier number in your card's RFID chip (called the RFID Tag Value), so that the border agent can quickly access the personal information about you that he or she needs in order to verify your identity, citizenship and to help determine whether or not you will be allowed to enter the U.S. **It is important to note that the RFID chip does not contain any of this personal information** — it only contains the RFID Tag Value that points to your EIC record. EIC (and EDL) records for all provinces issuing the cards are kept in a secure database located in Canada and maintained by the Canada Border Services Agency (CBSA). To ensure that no one can duplicate your RFID chip (and the unique RFID Tag Value it contains), a Tag Identifier (TID) is also engraved on the chip by the manufacturer to uniquely identify each RFID chip and prevent cloning.

If there are no RFID readers at the border crossing where you are entering the U.S., the border agent can swipe the MRZ on the back of your EIC to access the unique Encoded Document Number it contains. The Encoded Document Number performs the same function as the RFID Tag Value — allowing the border agent to quickly access personal information about you from your EIC record in the CBSA's secure, Canadian database — but the actual numbers of the RFID Tag Value and Encoded Document Number are different, for added security. Again, no personal information is contained in the Encoded Document Number of your EIC.

For added security, your EIC will come with a protective sleeve. You can keep the card in this sleeve to block the ability that any RFID reader would have to read the chip on your card without your knowledge. However, even if your RFID chip is read, your personal information is safe. The reader would only be able to retrieve the RFID Tag Value from your chip. That number could not be used to access your personal information from the secure, CBSA database, as the database and the information in it can only be accessed by the U.S. border crossing information system through a secure, encrypted network connection.

Manitoba EICs are also mailed in a protective envelope to prevent any possibility of the RFID chip being read during delivery to the cardholder.

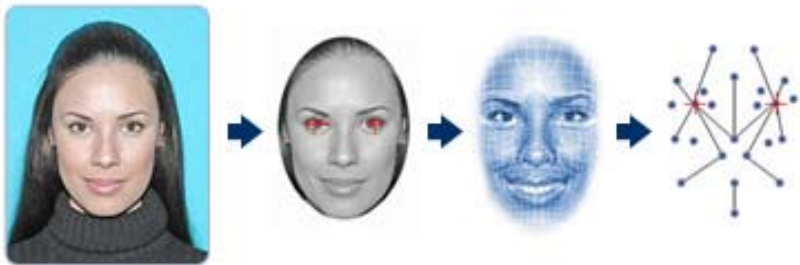
A number of secure, widely accepted border crossing documents already contain and use RFID chips:

- NEXUS and FAST cards are targeted to frequent travelers who want to speed up cross-border travel into the U.S. Dedicated lanes are provided for NEXUS and FAST cardholders at airports and land border crossings, and readers in these lanes scan RFID chips embedded in NEXUS and FAST cards to accelerate the border crossing process. For more information on the NEXUS and FAST cards, visit: www.cbsa-asfc.gc.ca/prog/nexus/menu-eng.html and www.cbsa-asfc.gc.ca/prog/fast-expres/menu-eng.html
- As noted above, RFID technology is a requirement for all Enhanced Identification Cards (EICs) and Enhanced Driver's Licences (EDLs) being developed for entry into the U.S. by land or water. Since January 2008, Washington State has been issuing EDLs and EICs that contain RFID chips. B.C. also launched an EDL pilot project in January 2008, and RFID chips are used in those cards as well. All other Canadian provinces and U.S. states that are pursuing EICs or EDLs at this time will use RFID chips in their cards.

Facial Recognition System (FRS)

As an added security feature in the card issuing process, Facial Recognition System (FRS) will be implemented for Manitoba EICs — as well as for basic Identification Cards, basic driver's licences and EDLs as they are launched throughout 2009. Use of FRS is considered a best practice for identity verification under secure document standards that provinces and territories across Canada are working to implement.

FRS helps to prevent the production of fraudulent cards and protect cardholders' identities by using a person's digital photo to measure his or her unchanging facial characteristics. Using a complex mathematical formula, the FRS converts these measurements into a unique "face print" (similar to a fingerprint) that can then be used to verify the identity of that person throughout his or her lifetime. It is important to note that, once FRS is used, the face print it creates cannot be used to re-construct that person's photo (meaning the FRS process only works one way).



When your photo is taken for your EIC application, Manitoba Public Insurance will run an FRS check on the photo to create your unique "face print" template. The template is then checked against all the FRS templates in Manitoba Public Insurance's database to ensure that your "face print" is not already on file under another name, and that it matches any previous versions of your "face print" that may already be in the database (for example, if you've had your photo taken by Manitoba Public Insurance and it has been checked using FRS before).

Additional information on FRS and its use for the Manitoba EIC program is available in Manitoba Public Insurance's "Facial Recognition Technology" brochure, which is available at www.mpi.mb.ca or at Autopac agents and Manitoba Public Insurance service locations.

Using your EIC to enter the U.S.

Your EIC will be accepted at all land and water border crossings from Canada into the U.S. — even those outside Manitoba. When you arrive at a border crossing, an RFID reader will be located at the stop sign as you approach the Customs booth. Remove your EIC from its protective sleeve and hold it up to the RFID reader. You will then need to present your card to the U.S. border officer.

When the RFID chip in your EIC is scanned, the U.S. border software system will send the unique RFID TagValue on the chip to the CBSA's secure, Canadian database where EIC and EDL cardholder information is stored. This is done via a secure, encrypted network connection. If the RFID TagValue from the chip matches your EIC record in the CBSA database, the personal information about you that the border officer needs to verify your identity, citizenship and to help determine whether or not you will be allowed to enter the U.S. will be sent back to the U.S. border information system. For a list of all the personal information that is shared with CBP, please refer to **Appendix D** of this Guide.

As noted above, if there are no RFID readers at the border crossing where you are entering the U.S., the border agent will swipe the MRZ on the back of your card and use the Encoded Document Number it contains to access your EIC record in the CBSA database — in the same way as if the RFID TagValue would have been used.

For the foreseeable future, U.S. Customs and Border Protection (CBP) will store all the information about you that is shared with them — other than your photo and your EIC card status at the time you enter the U.S. (e.g. active, suspended, cancelled, surrendered) — in the existing, secure U.S. Border Crossing Information (BCI) system; along with the time and location of your entry into the United States. **It is important to note that CBP already collects and stores this type of information in the BCI system when you cross the U.S. border, from the documents that you currently present to prove your identity and citizenship.**

The Canadian and U.S. governments have signed an agreement to ensure that the transmission of EIC and EDL information, as well as its storage, use, access, disclosure, protection and disposal are all undertaken according to strict security and privacy requirements. A more detailed explanation of how the information being shared with U.S. authorities is being protected is included on page 18.

Returning to Canada

Your Manitoba EIC is acceptable for re-entry into Canada from the U.S. by land or water. Currently, there are no RFID readers installed at the Canadian border, but your EIC will be visually inspected by a Canadian border officer.

Information sharing

With your consent, and as part of the application process, issuance or use of your Manitoba EIC, it will be necessary to share specific personal information about you with the following organizations and agencies:

- **Manitoba Vital Statistics Agency (MVSA)**, to electronically verify the accuracy of birth certificate information — if you present a Manitoba birth certificate as proof of your birth date, legal name or Canadian citizenship — and to assist Manitoba Public Insurance in determining your eligibility for an EIC.
- **Citizenship and Immigration Canada (CIC)**, to conduct quality assurance reviews on Manitoba Public Insurance's examination of the proof of Canadian citizenship status you provided (i.e. your proof of citizenship document and the Citizenship Questionnaire you completed).
- **Canada Border Services Agency (CBSA)**, so that the CBSA:
 - can send your personal information to U.S. Customs and Border Protection (CBP) when you arrive at a U.S. border crossing and present your EIC for entry into the United States;
 - can use your personal information for border crossing purposes, including storing some of your information, if needed, in its secure Lost Stolen Fraudulent Document (LSFD) database. This database is located in Canada and contains information about travel documents that are reported lost or stolen; are cancelled, fraudulently issued, or fraudulently obtained; or where the cardholder is reported as deceased — in order for Canadian border agents to identify these documents if someone is trying to use them to enter the country;
 - can monitor and evaluate Manitoba's EIC Program, as necessary.
- **U.S. Customs and Border Protection (CBP)**, to verify your identity and citizenship, and to help determine whether or not you will be allowed to enter the U.S., when you present your EIC at a U.S. land or water border crossing.
 - For the foreseeable future, CBP will store the information about you that is shared with them — other than your photo and your EIC card status at the time you enter the U.S. (e.g. active, suspended, cancelled, surrendered) — in the existing, secure U.S. Border Crossing Information (BCI) system,.
 - It is important to note that Manitoba and Canadian privacy laws do not apply to your information in the U.S. Border Crossing Information (BCI) system or to any other information in the custody or control of U.S. authorities.

In each case of information sharing noted above, only the minimum amount of information necessary will be shared. The Government of Manitoba, Manitoba Public Insurance, or the Government of Canada has entered into detailed written agreements with each of the organizations and agencies that receive EIC information. These agreements set out strict security and privacy requirements for the transmission, storage, use, access, disclosure, protection and disposal of the information that is shared.

During your interview (in Step 4), the EIC interviewer will carefully review the Consent to Information Sharing Form with you, which outlines:

- the specific information that will be shared with Citizenship and Immigration Canada (CIC), the Canada Border Services Agency (CBSA) and U.S. Customs and Border Protection (CBP); and
- the purpose for which information is being shared.

A copy of the Consent to Information Sharing Form is included as **Appendix D** to this Guide, and it is suggested that you review the form carefully to ensure you are comfortable with the level of disclosure that is necessary for the Manitoba EIC program.

Protecting your privacy

Privacy notice:

As part of the Manitoba EIC program, Manitoba Public Insurance needs to collect personal information about you:

1. to verify your identity and to determine your eligibility for a Manitoba EIC;
2. to issue you an EIC that will be accepted as a travel document for crossing the U.S. border by land or water, and ensure the integrity of your EIC;
3. to evaluate and monitor the Manitoba EIC program and to carry out research and planning with respect to it;
4. to ensure the integrity of the Manitoba identification card and driver licensing systems, and prevent abuses of these systems; and
5. to administer and enforce the provisions of *The Drivers and Vehicles Act* and the regulations under that Act.

Manitoba Public Insurance is authorized to collect your personal information for these purposes by Part 8.1 of *The Drivers and Vehicles Act* and the regulations under that Act, and by sections 36(1)(a) and (b) of Manitoba's *Freedom of Information and Protection of Privacy Act*.

Manitoba Public Insurance cannot use or disclose your personal information for purposes other than those stated above unless you consent or Manitoba Public Insurance is authorized to do so by *Manitoba's Drivers and Vehicles Act*, the regulations under that Act or Manitoba's *Freedom of Information and Protection of Privacy Act*.

Retention:

Information that is collected about you as part of this Program will be kept by Manitoba Public Insurance to maintain your EIC record for as long as your card is valid; and (even if your card expires or is cancelled), to prevent identity theft and fraudulent applications for Manitoba EICs. This information will be kept in accordance with the requirements of Manitoba's *Freedom of Information and Protection of Privacy Act* and Manitoba's *Archives and Recordkeeping Act*.

Information that is shared with the CBSA, CIC and U.S. CBP can also be kept by those agencies, based on requirements put in place by the Canadian and U.S. governments:

- For CBSA, information for "active" EICs (i.e. ones that can be used to cross the U.S. border) will be stored in CBSA's EIC/EDL database for as long as the card remains active. If your card becomes "inactive" (for example, it is lost, stolen, cancelled, etc.), the CBSA will keep your information in its database for two years. If there has been no activity on the card over the two-year period, the information will then be removed from the EIC/EDL database according to the Government of Canada's secure disposal requirements.
- Information shared with CIC for its quality assurance reviews will be kept by CIC for two years following the review— regardless of whether the EIC has been active or become inactive in that time. After the two years, CIC will destroy the information according to the Government of Canada's secure disposal requirements.
- If you have used your EIC to enter the United States, U.S. Customs and Border Protection will have stored information that was sent to it by CBSA when you crossed in its Border Crossing Information (BCI) system. The BCI system is subject to the retention requirements of the U.S. Government, which require that information on Canadian citizens (and other foreign nationals) be maintained by CBP for seventy-five years, for border-screening and law enforcement purposes. **Regardless of whether you used an EIC to cross the border or not — information from the document(s) that you presented will be stored in the BCI and subject to the same seventy-five year retention requirement.** The only sure way to avoid having U.S. authorities collect your information and retain it is to not travel to the U.S.

Protecting your personal information and privacy:

Personal information collected and shared about you is limited to the minimum amount necessary.

Manitoba's *Drivers and Vehicles Act* includes requirements that Manitoba Public Insurance adopt administrative, technical and physical safeguards to protect your privacy, as well as the confidentiality, security, accuracy and integrity of your personal information.

This Act also requires that Manitoba Public Insurance include provisions to safeguard personal information and privacy in its contracts with Autopac agents, the EIC card production vendor and others.

Your personal information is also protected by Manitoba's *Freedom of Information and Protection of Privacy Act*.

MPI and the Manitoba Vital Statistics Agency have entered into an information-sharing agreement that sets out strict requirements and protections for the personal information about you that is shared in order to verify your birth certificate information if you present a Manitoba birth certificate as proof of your birth date, legal name or Canadian citizenship. The Manitoba Vital Statistics Agency must not use or disclose the personal information it receives from MPI for other purposes unless you consent, or unless it is authorized to do so by Manitoba's *Vital Statistics Act*, the regulations under that Act or Manitoba's *Freedom of Information and Protection of Privacy Act*.

Agreements signed between the Governments of Canada and the U.S. and by the Governments of Canada and Manitoba set out strict security requirements and protections for the personal information that is collected, used, retained or disclosed with respect to the Manitoba EIC program.

In addition to requirements in these agreements, information shared with the Canada Border Services Agency (CBSA) and Citizenship and Immigration Canada (CIC) is also protected under laws and policies of the Government of Canada, including the *Privacy Act (Canada)*, the *Immigration and Refugee Protection Act* and the *Customs Act*. **Again, it is important to note that Manitoba and Canadian privacy laws do not apply to information in the custody or control of U.S. authorities.**

Access to your personal information:

You have rights of access to personal information collected about you by Manitoba Public Insurance under Manitoba's *Freedom of Information and Protection of Privacy Act*, subject to specific, limited exceptions set out in that Act. You also have rights of access to:

- personal information held by CBSA or CIC under two federal statutes: the *Privacy Act* and the *Access to Information Act*, subject to the specific and limited exceptions set out in those Acts; and
- personal information held by U.S. Customs and Border Protection (as part of their BCI system) under the *U.S. Privacy Act*, subject to the limits set out in that Act.

If you want to request access to your information, please contact Manitoba Public Insurance's Access and Privacy Officer at (204) 985-7525. The Officer can help walk you through the process to apply for access to information held by Manitoba Public Insurance, and can help you find out how to apply for access to information held by CBSA, CIC, and by CBP.

Additional privacy information and how to raise a privacy concern:

If you are interested in finding out more about how your personal information is protected, you can consult Manitoba Public Insurance's "Protecting your Privacy" brochure, or call MPI's Access and Privacy Officer at (204) 985-7525.

If you believe that your privacy rights are being violated, or if you have a privacy concern, you should start by calling MPI's Access and Privacy Officer, who will review your concerns and try to resolve them. If you are dissatisfied with the results, you may raise the issue with Manitoba's Ombudsman, by using the Ombudsman's complaint form that is available on the Internet at www.gov.mb.ca/chc/fippa/ or directly from the Ombudsman's office at:

750-500 Portage Avenue, Winnipeg, MB, R3C 3X1
 Phone: (204) 982-9130
 Toll free: 1-800-665-0531
 Fax: (204) 942-7803

Changes to your Manitoba EIC

Some events require that the status of your EIC or information on your EIC be changed, such as:

- a name change;
- an address change;
- if the EIC is lost; or
- if the EIC is stolen.

For any of these changes, you may visit any Autopac agent or Manitoba Public Insurance service location across the province in person. No appointment is necessary.

You will not be asked to sign a new Consent to Information Sharing Form or repeat the interview; however, if you are requesting a name change, you will be required to present acceptable name change documentation (outlined in **Appendix A**). New photographs will also be taken for any change you are reporting, as an FRS check will be run on the new photo to ensure it matches your previous photo(s) on Manitoba Public Insurance's files (as an added measure to prevent identity theft).

If your card is lost or stolen, MPI will transmit this information to CBSA through the same secure, encrypted network that is used to send cardholder information to CBSA when a person's EIC is activated. The CBSA will then log the unique serial number of your EIC card, the date of card issuance, the issuing province (i.e. Manitoba) and a "reason code" (to indicate whether the card is "lost" or "stolen") in its Lost Stolen Fraudulent Database. This database already exists and is used by Canadian Border Officers to identify and stop people who are attempting to cross the Canadian border using a stolen or fraudulently obtained document. None of your other EIC information will be included in this Database.

You may also choose to surrender your Manitoba EIC at any time. If you no longer want to hold a Manitoba EIC, you may visit any Autopac agent or Manitoba Public Insurance service location across the province in person. No appointment is necessary. It is important to note, however, that if you want Manitoba Public Insurance to destroy your card securely (to prevent identity theft) you must go to an MPI service location to surrender the EIC. If you go to an Autopac agent, your card cannot be taken from you and you will need to destroy it on your own.

It is important to note that, if you surrender your EIC, your personal information will still be kept for the various retention periods noted above.

Optional consent to future contact for client surveys

In order to determine if the Manitoba EIC Program is successful in meeting its goals, Manitoba Public Insurance or the Canada Border Services Agency, or both, may need to carry out client surveys.

If you are willing to be contacted to participate in client surveys, please sign the consent form attached as **Appendix F** to this Guide. It is important to note that your consent to be contacted about participating in client surveys is voluntary and does not affect your eligibility for an EIC.

Appendix A

Documents that an EIC applicant may present as proof of his or her birth date, identity, Manitoba residency and Canadian citizenship

If you have a Manitoba driver's licence

(i.e. you have an existing record with Manitoba Public Insurance):

If you have a Manitoba driver's licence, you have already established your date of birth, identity, and Manitoba residency with Manitoba Public Insurance. That means that when you apply for an EIC, you only have to establish your Canadian citizenship. As listed in the table below, you can do that by presenting one of the following documents:

- Birth certificate issued by a vital statistic agency of a Canadian province or territory
- Certificate of Canadian citizenship
- Certificate of retention of citizenship (issued before February 15, 1977)
- Certificate of naturalization (issued before 1947)
- Certificate of registration of birth abroad (issued before February 15, 1977 by Canadian citizenship authorities)

The document you present must be the original, not a copy.

If you do not have a Manitoba driver's licence

(i.e. you do not have an existing record with Manitoba Public Insurance):

If you do not have a Manitoba driver's licence, you will need to present a combination of valid documents which prove your date of birth, identity, Manitoba residency, and Canadian citizenship. The table below can be used to help you determine which combination of documents you can use to provide the necessary proof.

It is important to note that you will need to produce two (2) documents from the list below which prove Manitoba residency — not just one. This is a requirement under secure document standards that provinces and territories across Canada are working to implement.

All documents you present must be originals, not copies.

Full legal name requirements:

All EIC applicants must present documents that support your current legal name. If your current legal name is different than the name on your proof of citizenship document or if your driver's licence does not show your current legal name (in full), you will also need to present one or more documents to show the link between those two names. These "linking" documents could include:

- a marriage certificate issued by a vital statistics agency (when applicable), a certificate of common-law relationship or a certificate of election of surname;
- a divorce certificate or decree absolute (with both your married and previous names listed on the document) or a certificate of resumption of surname; or
- a change of name certificate.

Reminder: Once you have the proper document or combination of documents — including any necessary "linking" documents — you will need to bring it/them with you when you visit an Autopac agent or Manitoba Public Insurance service location to book your interview **and** when you attend your interview at one of Manitoba Public Insurance's specialized EIC interviewers.

Appendix A

Documents that an EIC applicant may provide as proof of his or her birth date, identity, Manitoba residency and Canadian citizenship:

TYPE OF DOCUMENT	ELEMENTS OF BIRTH DATE, IDENTITY, MANITOBA RESIDENCY AND CANADIAN CITIZENSHIP THAT THE DOCUMENT MAY PROVE					
	BIRTH DATE	IDENTITY			MANITOBA RESIDENCY	CANADIAN CITIZENSHIP
		LEGAL NAME	SIGNATURE	PHOTOGRAPH		
Out-of-province driving permit issued by a Canadian province or territory			✓	✓		
Valid Canadian passport	✓	✓	✓	✓		
Birth certificate issued by a vital statistic agency of a Canadian province or territory	✓	✓				✓
Marriage certificate, or Certificate of Common-law Relationship issued under Manitoba's <i>Vital Statistics Act</i> (or comparable certificate from another jurisdiction)		✓				
Certificate of Change of Name, Certificate of Election of Surname or Certificate of Resumption of Surname, issued under Manitoba's <i>Change of Name Act</i>		✓				
Court order that contains the person's birth date and legal name and is sealed with the court's seal	✓	✓				
Certificate of Indian Status issued by the Government of Canada		✓	✓	✓		

Documents that an EIC applicant may provide as proof of his or her birth date, identity, Manitoba residency and Canadian citizenship:

TYPE OF DOCUMENT	ELEMENTS OF BIRTH DATE, IDENTITY, MANITOBA RESIDENCY AND CANADIAN CITIZENSHIP THAT THE DOCUMENT MAY PROVE					
	BIRTH DATE	IDENTITY			MANITOBA RESIDENCY	CANADIAN CITIZENSHIP
		LEGAL NAME	SIGNATURE	PHOTOGRAPH		
Secure Certificate of Indian Status issued by the Government of Canada	✓	✓	✓	✓		
Manitoba Health Card					✓	
Ontario Health Card (displaying the holder's photograph)			✓	✓		
Quebec Health Insurance Card (displaying the holder's photograph)			✓	✓		
Certificate of Canadian Citizenship	✓	✓	✓	✓		✓
Certificate of Naturalization (issued before 1947)	✓	✓				✓
Certificate of Retention of Citizenship (issued before February 15, 1977); or Certificate of Registration of Birth Abroad (issued before February 15, 1977 by Canadian Citizenship authorities)	✓	✓				✓
Utility bill					✓	
Guarantor's declaration (as explained below)			✓	✓	✓	
Vehicle registration card					✓	

Appendix A

Documents that an EIC applicant may provide as proof of his or her birth date, identity, Manitoba residency and Canadian citizenship:

TYPE OF DOCUMENT	ELEMENTS OF BIRTH DATE, IDENTITY, MANITOBA RESIDENCY AND CANADIAN CITIZENSHIP THAT THE DOCUMENT MAY PROVE					
	BIRTH DATE	IDENTITY			MANITOBA RESIDENCY	CANADIAN CITIZENSHIP
		LEGAL NAME	SIGNATURE	PHOTOGRAPH		
Bank statement, cancelled cheque, or void cheque with the person's home address					✓	
Mortgage document					✓	
Residential lease					✓	
Personal income tax document with the person's address					✓	
Employment confirmation					✓	
Social assistance benefit confirmation					✓	

Use of a Guarantor:

If you are unable to produce any of the documents in the list above to prove your signature, photograph or Manitoba residency, MPI may accept that a guarantor attest to these identity and Manitoba residency elements on your behalf.

The Guarantor will be required to fill out and sign a Guarantor Declaration Form, available on the MPI website at: www.mpi.mb.ca/english/forms/forms.html, or by visiting any Broker or MPI service location.

If using a Guarantor, please be aware that he or she must:

- be a resident of Canada;
- have known you for at least two years; and
- be a member of an eligible profession from the list set out in the Guarantor Declaration Form.

Manitoba
Public InsuranceManitoba **Citizenship Questionnaire for a Manitoba Enhanced Identification Card (EIC)**

Developed by Citizenship & Immigration Canada (CIC)

Indicate the name and date of birth as it appears on your proof of citizenship.

SURNAME/LAST NAME	DATE OF BIRTH: Y Y Y Y M M D D
GIVEN NAME(S)	

List any other names used in the past or now being used:

SURNAME(S)/ LAST NAME(S)
GIVEN NAME(S)

You must bring **one** of the following **proof of citizenship** documents (check the one that you will present with your application and provide the document details below):

- ☐ Provincial or Territorial Birth Certificate (persons born in Canada)
☐ Certificate of Canadian citizenship
☐ Certificate of retention of Canadian citizenship (issued before February 15, 1977)
☐ Certificate of naturalization (issued before 1947)
☐ Certificate of registration of birth abroad (issued before February 15, 1977 by Canadian citizenship authorities)

Indicate the registration number (if applicable) and certificate number:

Indicate the date of issue (as it appears on your proof of citizenship): | Y | Y | Y | Y | M | M | D | D |

A. To be completed by all applicants.		
1. Have you renounced or given up your Canadian citizenship?		<input type="checkbox"/> Yes
If yes, indicate the date you renounced: Y Y Y Y M M D D		<input type="checkbox"/> No
B. To be completed if you were born in Canada.		
2. At the time of your birth, was one of your parents (father or mother) employed in Canada by a foreign government or international organization (i.e. on diplomatic status)?		<input type="checkbox"/> Yes
		<input type="checkbox"/> No
C. To be completed by all applicants who were Canadian citizens before February 15, 1977 (includes persons born in or outside Canada).		
3. Did you become a naturalized citizen of another country before February 15, 1977 and while you were 21 years of age or older?		<input type="checkbox"/> Yes
If yes, indicate the date you were naturalized: Y Y Y Y M M D D		<input type="checkbox"/> No
4. Did one of your parents (father or mother) become a naturalized citizen of another country or renounce Canadian citizenship before February 15, 1977 and while you were under 21 years of age?		<input type="checkbox"/> Yes
If yes, indicate the date your parent was naturalized or renounced citizenship: Y Y Y Y M M D D		<input type="checkbox"/> No
D. To be completed if you were born outside Canada.		
5. Did the Canadian Government revoke (take away) your Canadian citizenship?		<input type="checkbox"/> Yes
If yes, indicate the date your citizenship was revoked: Y Y Y Y M M D D		<input type="checkbox"/> No
6. After becoming a Canadian citizen, did you reside outside Canada for 10 consecutive years or more before July 7, 1967?		<input type="checkbox"/> Yes
7. If you were born outside Canada to a Canadian parent before February 15, 1953 or between February 15, 1977 and April 16, 1981 you must also complete the "Supplementary Citizenship Questionnaire Form".		<input type="checkbox"/> Yes
Do not complete the Supplementary Questionnaire Form if you are a naturalized Canadian citizen or you are presenting a certificate of Canadian citizenship issued after January 1, 2007.		<input type="checkbox"/> No
If you must complete the "Supplementary Citizenship Questionnaire Form", check yes and submit it with this questionnaire.		<input type="checkbox"/> Yes
		<input type="checkbox"/> No

I verify that the information I have provided on this questionnaire (and the "Supplementary Citizenship Questionnaire Form", if completed) is true and correct to the best of my knowledge and that I have not supplied false or misleading information concerning my citizenship to Manitoba Public Insurance. I will inform Manitoba Public Insurance immediately if any changes to my citizenship status should occur from now until the date my Enhanced Identification Card expires.

SIGNATURE

(to be signed before Manitoba Public Insurance)

DATE: | Y | Y | Y | Y | M | M | D | D |

Appendix B: Sample Citizenship Questionnaire



Manitoba
Public Insurance



Citizenship Questionnaire for a Manitoba Enhanced Identification Card (EIC)

How the Questionnaire Works.

If you answered “no” to **questions 1 to 7**, you can continue the application process for your Manitoba EIC.

If you answered “yes” to:

- one or more of the **questions 1, 3, 4, or 5**: you must have a proof of citizenship (for example a certificate of Canadian citizenship) issued after the date you indicated in your response. If you do not have one, you must obtain one from CIC before you submit your application for an EIC.
- **question 2**: you must obtain a certificate of Canadian citizenship before you submit your application for an EIC.
- **question 6**: you must have a proof of citizenship issued after July 7, 1967.
- **question 7**: you must complete the “Supplementary Citizenship Questionnaire Form”. **Do not** complete the *Supplementary Citizenship Questionnaire Form* if you are a naturalized Canadian citizen or you are presenting a certificate of Canadian citizenship issued after January 1, 2007.

For more information about citizenship or to obtain an application kit to obtain a new proof of citizenship (certificate of Canadian citizenship), please visit the CIC website at www.cic.gc.ca or call the CIC Call Centre at 1-888-242-2100.

Manitoba
Public InsuranceManitoba **Supplementary Citizenship Questionnaire for a Manitoba Enhanced Identification Card (EIC)**

Do not complete this form if you are a naturalized Canadian citizen or you are presenting a certificate of Canadian citizenship issued *after* January 1, 2007.

Complete section A if you were born outside Canada to a Canadian parent before February 15, 1953.

Complete section B if you were born outside Canada to a Canadian parent between February 15, 1977 and April 16, 1981.

A. Complete the following if you were born outside Canada to a Canadian parent before February 15, 1953:	
1. Do you have a certificate of retention issued before February 15, 1977 or a certificate of Canadian citizenship issued on or after February 15, 1977? <i>If yes, you have finished the questionnaire and can proceed with your EIC application.</i> <i>If no, complete question 2.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Were you residing in Canada on your 24th birthday (if you were under 24 years of age on January 1, 1954) or on January 1, 1954 (if you were over 24 years of age on January 1, 1954)? <i>You have finished the questionnaire.</i> <i>If you answered yes, you can proceed with your EIC application.</i> <i>If you answered no, you must obtain a new proof of citizenship before you apply for a Manitoba EIC.</i> <i>Contact Citizenship and Immigration Canada (CIC) to find out how to apply for a new proof of citizenship (certificate of Canadian citizenship).</i>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
B. Complete the following if you were born outside Canada to a Canadian parent between February 15, 1977 and April 16, 1981:	
3. Do you have a certificate of retention issued after February 14, 1977? <i>If yes, you have finished the questionnaire and can proceed with your EIC application.</i> <i>If no, complete question 4.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Was one of your parents born in Canada or did one of your parents become a naturalized Canadian citizen before you were born? <i>If yes, you have finished the questionnaire and can proceed with your application for an EIC.</i> <i>If no, complete question 5.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Was one of your parents born outside Canada to a Canadian parent between January 1, 1947 and February 14, 1977 (inclusive) and not registered as a Canadian citizen until after February 14, 1977? <i>You have finished the questionnaire.</i> <i>If you answered no, you can proceed with your EIC application.</i> <i>If you answered yes, you must obtain a new proof of citizenship before you can proceed with your EIC application.</i> <i>Contact Citizenship and Immigration Canada (CIC) to find out how to apply for a new proof of citizenship (certificate of Canadian citizenship).</i>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

Appendix C: Entitlement-to-Travel Questionnaire

Manitoba
Public InsuranceManitoba **Entitlement-to-Travel Questionnaire for the Manitoba Enhanced Identification Card (EIC)**

Developed by Canada Border Services Agency (CBSA)

Please answer the following questions by checking (✓) the appropriate box.

QUESTION A.	Are there outstanding criminal charges against you for an indictable offence in Canada?	<input type="checkbox"/> Yes <input type="checkbox"/> No
B.	Are you forbidden to leave Canada based on conditions imposed by a Canadian court or a parole board in Canada or by law?	<input type="checkbox"/> Yes <input type="checkbox"/> No
C.	Are you currently subject to a sentence of imprisonment in Canada?	<input type="checkbox"/> Yes <input type="checkbox"/> No

I attest that the information I have supplied on this form is true and correct to the best of my knowledge. I understand it is an offence to supply false or misleading information in the process of an application for a Manitoba Enhanced Identification Card.

I understand that if I answer, "yes" to any of the above questions, or should my status change, and my answer becomes "yes" to any of the above questions, my Manitoba Enhanced Identification Card may be refused, suspended or cancelled.

I understand that it is my responsibility to inform Manitoba Public Insurance immediately should my status change, and my answer becomes "yes" to any of the above questions, at any time during my application or once a Manitoba Enhanced Identification Card has been issued to me.

PRINT FULL NAME (surname, given name(s))

SIGNATURE

DATE: |Y|Y|Y|Y|M|M|D|D|

This is a sample of the Consent to Information Sharing Form you will be asked to sign at your interview for a Manitoba Enhanced Identification Card (EIC). Please read it carefully before you apply for an EIC to make sure you understand it and that you are comfortable with the level of information sharing involved.

If you have questions about the sharing of your personal information or about privacy protection, contact Manitoba Public Insurance's Access and Privacy Officer, at (204) 985-7525.

At your interview, the EIC interviewer will review the information in this consent form with you to ensure you understand it. You will then be asked to sign the form to indicate your consent.



Consent to Information Sharing Form for the Manitoba Enhanced Identification Card (EIC)

By signing this form, you will be giving Manitoba Public Insurance and other government agencies your consent to deal with your personal information, as necessary to:

- process your EIC application;
- verify your identity and eligibility to receive an Enhanced Identity Card; and
- ensure that you can use the card to cross the U.S. border by land or water.

This includes:

- consenting to Manitoba Public Insurance sharing specific personal information about you with the Canada Border Services Agency and Citizenship and Immigration Canada; and
- consenting to the Canadian Border Services Agency sharing specific personal information about you with the United States Customs and Border Protection.

The information sharing arrangements with the government agencies described above are governed by written agreements—all of which require that reasonable safeguards be in place to protect the confidentiality, security and integrity of your personal information and your privacy.

This form also contains important information about how your personal information will be used by Manitoba Public Insurance Corporation and others.

Please read the following information carefully and sign where indicated to confirm your consent.

Collection and Use of Your Personal Information by Manitoba Public Insurance (MPI):

Providing your personal information to Manitoba Public Insurance is voluntary. But, if you do not provide all the information requested, you will not be eligible to receive a Manitoba Enhanced Identification Card.

Manitoba Public Insurance will collect the following personal information **from you** during the Enhanced Identification Card (EIC) application process:

- Title (e.g. Mr., Ms, Dr., etc.) (optional – only if you request this information be included in your record)
- Full legal name (i.e. your last name and given name(s))
- Permanent address
- Mailing address (if different from permanent address)
- Home phone
- Business phone (optional)
- E-mail address (optional)
- Birth date
- Language (preference for service in either official language)
- Gender
- Eye colour

- Height
- Digital photograph
- Digital signature
- Scanned copy/copies of the documents you present as proof of your birth date, identity, Manitoba residency and Canadian citizenship
- Scanned copy/copies of the document(s) you present to show the "link" between your current legal name and the legal name on your proof of citizenship document (only required if the two legal names are different)
- Scanned copy of your completed EIC application form
- Scanned copy of your completed Consent for Electronic Verification of Manitoba Birth Certificate Information (if you presented a Manitoba birth certificate to prove your date of birth, legal name or Canadian citizenship)
- Scanned copy of your completed Citizenship Questionnaire
- Scanned copy of your completed Entitlement-to-Travel Questionnaire
- Scanned copy of this Consent to Information Sharing Form, with your signature
- Scanned copy of the Parental Consent Form (if you are 16 or 17 years of age)
- Scanned copy of your completed Consent to Future Contact for Client Surveys Form (this consent is optional – the form will only be scanned if you provide your consent)

If you present a Manitoba birth certificate as proof of your birth date, legal name or Canadian citizenship the following additional information will be collected:

- Program details not yet finalized

Manitoba Public Insurance will also need to collect the following information **about you** from other sources during the application process:

- If you provide a Manitoba birth certificate as proof of birth date, legal name or Canadian citizenship, Manitoba Public Insurance will request that Manitoba Vital Statistics Agency (MVSA) verify the birth certificate information you provide. (Reminder: you signed a separate consent authorizing MPI and MVSA to share information about you for this purpose when you applied for your EIC);
- If you need a Guarantor to attest to your photograph, signature or Manitoba residency (as you were unable to provide the required pieces of identification), he or she will be required to provide personal information about you on the Guarantor Declaration Form and if contacted by Manitoba Public Insurance.

Appendix D: Sample Consent to Information Sharing



Manitoba
Public Insurance



Consent to Information Sharing Form for the Manitoba Enhanced Identification Card (EIC)

Your personal information is being collected, and will be used, by Manitoba Public Insurance for the following purposes:

- to verify your identity and determine your eligibility for an Enhanced Identification Card (EIC). This includes using your personal information:
 - to verify your identity (including through the use of Facial Recognition Software (FRS) checks, as described on page 15 of the Applicant's Guide); and
 - to determine your eligibility (e.g. by examining the proof of Canadian citizenship you provide and the entitlement-to-travel information you provide).
- to issue you an Enhanced Identification Card that will be accepted as a travel document for crossing the U.S. border by land or water; and ensure the integrity of your Manitoba Enhanced Identification Card.
- to evaluate the Manitoba Enhanced Identification Card program, and to carry out research and planning with respect to it;
- to ensure the integrity of the Manitoba Enhanced Identification Card and driver licence systems, and prevent abuses of these systems; and
- to administer and enforce the provisions in *The Drivers and Vehicles Act* and the regulations under that Act.

Manitoba Public Insurance is authorized to collect your personal information for these purposes by Part 8.1 of *The Drivers and Vehicles Act* (Identification Cards) and the regulations under that Act, and by sections 36(1)(a) and (b) of Manitoba's *Freedom of Information and Protection of Privacy Act*. The personal information collected about you is limited to the minimum amount necessary to carry out these purposes.

Note: Manitoba Public Insurance may not use or disclose your personal information for other, unrelated purposes without your consent, unless authorized to do so by *The Drivers and Vehicles Act* or the regulations under that Act, or by Manitoba's *Freedom of Information and Protection of Privacy Act*.

Information Sharing with the Canada Border Services Agency (CBSA)

CBSA EIC/EDL Database

If your application for a Manitoba Enhanced Identification Card is approved, Manitoba Public Insurance will disclose the following information about you and your EIC to the Canada Border Services Agency, to be stored in a separate, secure database located in Canada that contains information about all Enhanced Identification Card (EIC) and Enhanced Driver

Licence (EDL) holders across Canada. This is the minimum amount of information necessary to carry out the purposes described below.

Personal information you have provided:

- Full name (i.e. first name, last name)
- Birth date
- Gender
- Cardholder's photo
- Citizenship (i.e. Canadian)

Personal and other information generated by Manitoba Public Insurance as part of the card issuing process:

- Document type (i.e. EIC or EDL)
- Issuing province or territory (i.e. Manitoba)
- Issuing country (i.e. Canada)
- Card issuance date
- Card expiration date
- Radio Frequency Identification (RFID) Tag Value (explained on page 14 of this Guide)
- Tag Identifier (TID) (explained on page 13 of this Guide)
- Encoded Document Number (EDN) (explained on page 14 of this Guide)
- Card Status Reason Code (i.e. the EIC or EDL card status: "active", "cancelled", etc.)
- Serial number (explained on page 13 of this Guide)
- Message Type (note that this is not personal information, simply an indicator of the type of message being sent from MPI to the CBSA for database maintenance purposes – e.g. "ADD" EIC/EDL cardholder record, "UPDATE" record, etc.)
- Message Origin (note that this is not personal information, simply an indicator of the EIC/EDL issuing jurisdiction sending the "message" to the CBSA database. This is also needed for CBSA's database maintenance purposes)

Note: Your Enhanced Identification Card will contain an embedded Radio Frequency Identification (RFID) chip to facilitate entering the U.S. at a land or water border crossing. The RFID chip only contains a unique identifier number that points to your EIC record in a secure database located in Canada and maintained by CBSA. The RFID chip does not contain any other information about you. For more information about the Manitoba EIC's RFID chip, Tag Identifier (TID) and Machine Readable Zone (MRZ) of your card, see pages 13-14 of the Applicant's Guide.

Your personal information will be transmitted by MPI to the CBSA by a secure, encrypted network.

Manitoba
Public Insurance**Consent to Information Sharing Form for the Manitoba Enhanced Identification Card (EIC)****Purposes for sharing your personal information and EIC information with CBSA**

The Governments of Canada and the United States have entered into an agreement under which U.S. Customs and Border Protection will accept your Manitoba Enhanced Identification Card (EIC) as a travel document for the purposes of crossing the U.S. border by land or water—but only if strict security standards have been met. Under this agreement, Manitoba Public Insurance must provide the above information to the Canada Border Services Agency to confirm that your card has been issued in accordance with these security standards and that you are eligible to use your EIC to cross the U.S. border by land or water.

The Governments of Manitoba and Canada have also entered into a separate agreement in which the Canada Border Services Agency has agreed to:

- put in place reasonable safeguards to protect the confidentiality, security, accuracy and integrity of your personal information and your privacy (this requirement is also in *Manitoba's Drivers and Vehicles Act*); and
- only use and disclose your personal information and EIC card information for the following purposes:
 - to store it in the CBSA EIC/EDL database and disclose it to U.S. Customs and Border Protection (U.S. CBP) when you present your EIC at a U.S. land or water border crossing. The U.S. border agent will use the personal information received from the CBSA EIC/EDL database to establish your identity and citizenship, and to help determine whether or not you will be allowed to enter the U.S.;
 - for border crossing purposes, including storing some of your information in CBSA's Lost Stolen Fraudulent Document (LSFD) Database if you ever report your card as having been lost or stolen. The LSFD Database is a separate, secure database located in Canada and already in use by the CBSA to identify invalid or fraudulent cards when they are presented for entry into Canada. It is important to note that if your EIC is lost or stolen, the information that would be copied into the LSFD Database is only card-specific—and none of your personal information is copied; and
 - to monitor and evaluate Manitoba's Enhanced Identification Card and Enhanced Driver's Licence Program.

Under the agreement between the Governments of Manitoba and Canada, any other use or disclosure of your personal information by the Canada Border Services Agency must be with your consent or must be authorized by the *Canadian Charter of Rights and Freedoms*, the *Privacy Act*, the *Immigration and Refugee Protection Act*, the *Citizenship Act*, the *Customs Act*, and all Regulations made under these Acts, as applicable.

The Canada Border Services Agency will disclose information about you to Manitoba Public Insurance to the extent necessary to carry out the purposes set out above.

Disclosure to U.S. Customs and Border Protection

When you present your EIC to enter the U.S. by land or sea, the agreement between Canada and the U.S. requires the Canada Border Services Agency to disclose the following information about you and your card to U.S. Customs and Border Protection. This is necessary to confirm that your card has been issued in accordance with the agreed upon security standards and to establish your identity and citizenship, and assist U.S. Customs and Border Protection in determining whether or not you will be allowed to enter the U.S.

Personal information, provided by the applicant:

- Full name (i.e. first name, last name)
- Birth date
- Gender
- Cardholder's photo
- Citizenship (i.e. Canadian)

Personal information generated by MPI as part of the card issuance process:

- Document type (i.e. EIC or EDL)
- Issuing province or territory (i.e. Manitoba)
- Issuing country (i.e. Canada)
- Card expiration date
- Radio Frequency Identification (RFID) Tag Value (explained on page 14 of this Guide)
- Tag Identifier (TID) (explained on page 14 of this Guide)
- Encoded Document Number (EDN) (explained on page 14 of this Guide)
- Card Status Reason Code (i.e. the EIC or EDL card status: "active", "cancelled", etc.)

Appendix D: Sample Consent to Information Sharing



Manitoba
Public Insurance



Consent to Information Sharing Form for the Manitoba Enhanced Identification Card (EIC)

Under the agreement between the Governments of Canada and the United States, U.S. Customs and Border Protection (CBP) will send a request to the CBSA EIC/EDL Database and will receive the information listed above each time, and only when, you present your EIC at a land or water crossing for entry into the U.S. The information CBP receives is used to establish your identity and citizenship, and assist in determining whether or not you will be allowed to enter the United States.

For the foreseeable future, the information that the CBSA discloses to CBP—with the exception of your photo and your Card Status Reason Code—will be stored in CBP's secure U.S. Border Crossing Information (BCI) system, along with the time and border crossing location. This information can be used for border crossing purposes and for any other purposes that are authorized by U.S. law.

Remember: Manitoba and Canadian privacy laws do not apply to the U.S. government or its agencies, and do not apply to any information about you that is in the custody or control of the U.S. government or its agencies.

Information Sharing with Citizenship and Immigration Canada (CIC)

Manitoba Public Insurance needs to disclose the following personal information about you to Citizenship and Immigration Canada:

- Full name (first name, last name)
- Birth date
- Gender
- EIC or EDL application number
- Date the Manitoba Public Insurance employee completed his/her review of the documents you provided in support of your Canadian citizenship status, including the Citizenship Questionnaire
- Your MPI interview location
- Decision made (i.e. to issue or refuse your EIC)
- One scanned copy of your completed Citizenship Questionnaire
- One scanned copy of this signed Consent to Information Sharing Form
- One scanned copy of each identity and citizenship document you provided as proof of your identity and citizenship (and of any documents you provided to show the link between your current legal name and the name on these documents, where they are different).

This is the minimum amount of information necessary to carry out the purpose described below. Your information will be sent by MPI to Canadian Citizenship and Immigration in a secure manner and format.

- This information will be disclosed to Citizenship and Immigration Canada to enable Citizenship and Immigration Canada to carry out quality assurance reviews of the Manitoba EIC and EDL Program as it relates to MPI's examination of the documents you provided to support your identity and Canadian citizenship. These quality assurance reviews are required under the agreement between the Governments of Manitoba and Canada to ensure the integrity, viability and security of Manitoba's Enhanced Identification Card program.

Citizenship and Immigration Canada (CIC) will limit disclosure of personal information to Manitoba Public Insurance to situations where, during a quality assurance review, an EIC or EDL holder's citizenship status is in question. CIC will limit the information disclosed to MPI to the applicant's full name and EIC or EDL application number.

Under the agreement between the Governments of Manitoba and Canada, any other use or disclosure of your personal information by Citizenship and Immigration Canada must be authorized by the *Canadian Charter of Rights and Freedoms*, the *Privacy Act*, the *Immigration and Refugee Protection Act*, the *Citizenship Act*, the *Customs Act*, or a Regulation made under these Acts, as applicable.

Withdrawing (Revoking) Your Consent

You may withdraw your consent to information sharing at any time, in writing. But, if you do, you will no longer be eligible to hold a Manitoba Enhanced Identification Card.

If you withdraw your consent, Manitoba Public Insurance will still need to retain your personal information to ensure the integrity of the identification card system and the driver's licence system (e.g. to ensure that a fraudulent application using your personal information is not made in the future). Manitoba Public Insurance will retain your information in accordance with the requirements of Manitoba's *Freedom of Information and Protection of Privacy Act* and of Manitoba's *Archives and Recordkeeping Act*.

In addition, even if you withdraw your consent, once your personal information has been disclosed to the Canada Border Services Agency and to Citizenship and Immigration Canada, they will retain it for a period of two years after its last administrative use, in accordance with the requirements of the *The Privacy Act* (Canada) and *The Library and Archives Act* (Canada).

Appendix D: Sample Consent to Information Sharing



Manitoba
Public Insurance

Manitoba 

Consent to Information Sharing Form for the Manitoba Enhanced Identification Card (EIC)

Also, withdrawing your consent will not affect the continuing use, storage and disclosure of any information that has been disclosed to U.S. Customs and Border Protection in connection with the verification of your identity and eligibility to enter the U.S.

Remember: The Government of Manitoba and Manitoba Public Insurance have no control over how U.S. Customs and Border Protection and other U.S. authorities may store, use and disclose your personal information once it is disclosed to them. Manitoba and Canadian privacy laws do not apply to the U.S. government or its agencies.

Your Consent

I consent to the following:

i. I consent to **Manitoba Public Insurance** and the **Canada Border Services Agency** disclosing personal information about me to each other, and obtaining personal information about me from each other—as detailed under **"Information Sharing with the Canada Border Services Agency (CBSA)"**, above, for the following purposes:

- to store it in the CBSA EIC/EDL database and disclose it to U.S. Customs and Border Protection (U.S. CBP) when I present my EIC to establish my identity and citizenship at a U.S. land or water border crossing, and to assist U.S. CBP in determining my admissibility into the United States
- for border crossing purposes, including storing my card-specific information in the CBSA's Lost Stolen Fraudulent Document (LSFD) Database should I ever report my card as lost or stolen;
- to monitor and evaluate Manitoba's Enhanced Identification Card and Enhanced Driver's Licence Program; and
- to enable Manitoba Public Insurance to carry out the purposes described under "Collection and Use of Your Personal Information by Manitoba Public Insurance Corporation (MPI)".

ii. I consent to the **Canada Border Services Agency** disclosing personal information about me to **U.S. Customs and Border Protection**, as detailed under "Disclosure to U.S. Customs and Border Protection", when I present my EIC to establish my identity and citizenship, for the purpose of assisting U.S. Customs and Border Protection in determining my admissibility into the United States.

iii. I consent to **Manitoba Public Insurance** and **Citizenship and Immigration Canada** disclosing personal information about me to each other, and obtaining personal information about me from each other—as detailed under "Information Sharing with Citizenship and Immigration Canada":

- to enable Citizenship and Immigration Canada to carry out the quality assurance reviews described under "Information Sharing with Citizenship and Immigration Canada"; and
- to enable Manitoba Public Insurance to carry out the purposes described under "Collection and Use of Your Personal Information by Manitoba Public Insurance"

I understand that disclosure of my personal information by Manitoba Public Insurance, Citizenship and Immigration Canada and the Canadian Border Services Agency will be limited to the minimum amount of information necessary to accomplish these purposes.

I also understand that the Government of Manitoba and Manitoba Public Insurance have no control over how U. S. Customs and Border Protection and other U.S. authorities may store, use and disclose my personal information once it is disclosed to them, and that Manitoba and Canadian privacy laws do not apply to the U.S. government or its agencies.

I acknowledge that I have had an opportunity to ask questions about the Applicant's Guide, this consent form, and the Manitoba EIC program in general and my questions have been answered.

NAME OF APPLICANT (please print)

SIGNATURE

DATE: | Y | Y | Y | Y | M | M | D | D |

Appendix E: Parental Consent

Manitoba
Public Insurance**Parental Consent Form for the Manitoba Enhanced Identification Card (EIC)****Parental or Legal Guardian consent for a person under 18 years of age to apply for a Manitoba Enhanced Identification Card.**

Note: This form must be completed and submitted with all other required forms.

I, the undersigned, am the

- ☐ parent, or
☐ legal guardian, and I have provided MPI with a copy of my court appointment as legal guardian, of

(Child's full name)

whose date of birth is: |Y|Y|Y|Y|M|M|D|D|

I consent to my child's application for a Manitoba Enhanced Identification Card, and I understand that this Card will include a digital photograph of my child.

Signature of parent or legal guardian

Date: |Y|Y|Y|Y|M|M|D|D|

For office use only

(Fill in only when applicant's name is different from the above)

Applicant's full name

(As in identification, e.g., birth certificate, passport, etc.)

Appendix F: Optional Consent Form for Future Contact for Client Surveys



Optional Consent Form for Future Contact for Client Surveys about the Manitoba Enhanced Identification Card (EIC)

In order to determine if Manitoba's Enhanced Identification Card program is successful in meeting its goals, Manitoba Public Insurance or the Canada Border Services Agency, or both, may need to carry out client surveys.

Your experience and views will be very helpful to us. But, your consent to being contacted to participate in any surveys is **entirely voluntary**. If you do not consent, this will **not** affect your eligibility to receive a Manitoba Enhanced Identification Card.

Please sign below if you consent to:

- Manitoba Public Insurance, the Canada Border Services Agency, and their agents, contacting you in the future with respect to client surveys relating to the Manitoba Enhanced Identification Card program; and
- Manitoba Public Insurance providing your name, address and phone number to its agents, and to the Canada Border Services Agency, and its agents, for the purpose of client surveys relating to Manitoba's Enhanced Identification Card Program.

This consent is limited to 5 years after the date of your application for a Manitoba Enhanced Identification Card.

You may withdraw this consent at any time, in writing.

As noted above, your consent to being contacted about client surveys is **voluntary** and **does not affect your eligibility** to receive a Manitoba Enhanced Identification Card.

FULL NAME (please print)

SIGNATURE

DATE: |Y|Y|Y|Y|M|M|D|D|

FORM NOT FINALIZED YET

FORM NOT FINALIZED YET