



Consent

BACKGROUND INFORMATION: Can my employer view my training file on the ChAD Portal?

Your employer can view your training file if you have given them consent to do so.

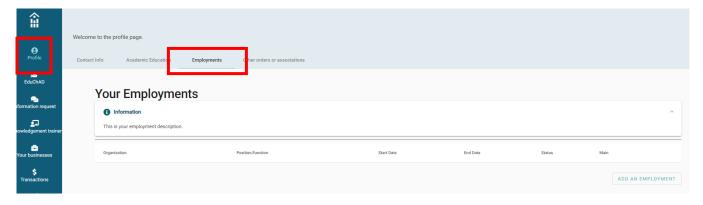
Pursuant to the *Act respecting the protection of personal information in the private sector,* it is your decision to give someone consent to view your training file. To give your employer consent to view your training file, you must check the consent box in your profile.

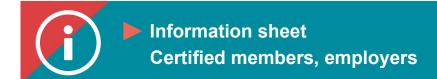
PROCESS



PROCEDURE

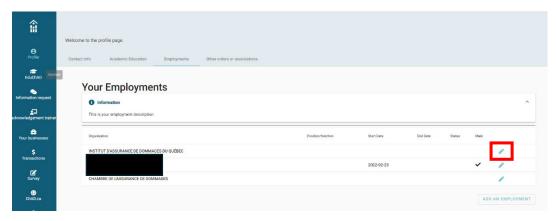
1. Log in to the ChAD Portal and click on "Employments" and then "Profile."







2. Click on the pencil icon related to the job you wish to give your employer consent to view in your training file.

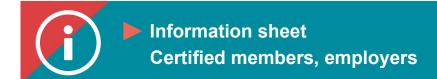


3. Check the box to allow consent (in the yellow section at the top of the page).



In the general information section, the "Start date" box will be filled in automatically if you are a certified member. Simply click on "Save."







If the "Start date" does not appear in the General information section, add this date and then click on "Save."



Tutorial: Consent