



Canadian Northern Economic
Development Agency

Agence canadienne de
développement économique du Nord

Canadian Northern Economic Development Agency (CanNor)

2022-2023 Annual Report to Parliament on the *Access to Information Act*

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Table of contents

- 1. Introduction 3
- 2. Organizational Structure 3
- 3. Delegation Order..... 4
- 4. Performance 2022-2023 4
- 5. Training and Awareness 6
- 6. Policies, Guidelines, Procedures and Initiatives 6
- 7. Proactive Publication under Part 2 of the ATIA..... 6
- 8. Initiatives and Projects to Improve Access to Information..... 6
- 9. Summary or Key Issues and Actions Taken on Complaints or Audits..... 6
- 10. Reporting on Access to Information fees for the purposes of the *Services Fees Act*..... 7
- 11. Monitoring Compliance 7
- Annex A – Access to Information Act Delegation Order 8
 - Schedule A - Delegation Order - Designation pursuant to section 73 of the *Access to Information Act* 9
 - Schedule B – Delegation order – Designation pursuant to section 73 of the *Access to Information Act* 10
- Annex B – Statistical Report on the *Access to Information Act*..... 11

1. Introduction

The purpose of the *Access to Information Act (ATIA)* is to provide a right of access to information of records under the control of a government institution in accordance with the principles that government information should be available to the public, that necessary exceptions to the right of access should be limited and specific, and that decisions on the disclosure of government information should be reviewed independently of government.

The *Act* provides every person who is a Canadian citizen or a permanent resident with a right of access to any record under the control of a government institution, with some specific, limited exceptions.

The Canadian Northern Economic Development Agency (CanNor) is fully committed to both the spirit and the intent of the *Access to Information Act* to ensure openness and transparency within the department.

This report summarizes the activities of CanNor, for the period of April 1, 2022 to March 31, 2023, in implementing the *ATIA*, and fulfills the requirement under Section 94 of the *Act* which stipulates that, the head of every government institution shall prepare for submission to Parliament an annual report on the administration of this *Act* within the institution during each financial year.

Mandate

CanNor works with partners to advance economic development in Canada's territories. The Agency supports, invests in and advocates for national, territorial and community level economic development; fosters growth and innovation; contributes to building capacity; and invests in foundational economic development projects in the territories. In addition, through the Northern Projects Management Office, the Agency coordinates federal participation in the territorial environmental review processes and maintains the Crown consultation record for major projects.

The Agency works closely with all federal partners to advance a whole of government approach to economic development in the territories.

CanNor supports the implementation of the Government of Canada priorities and the mandate letter for the Minister of Northern Affairs, Minister Responsible for Prairies Economic Development Canada and Minister responsible for the Canadian Northern Economic Development Agency.

2. Organizational Structure

For the purposes of the *Access to Information Act*, the President of CanNor has delegated powers, duties and functions under the *Act* to the Corporate Secretary who performs the role of ATIP Coordinator responsible for leading the ATIP Program. The ATIP Coordinator administers the *Act* with assistance from an Administrative Officer.

The ATIP Coordinator is accountable for the development, coordination and implementation of effective policies, guidelines, systems, and procedures to meet responsibilities under the *Act*, and to permit processing requests, and disclosure of information. Additionally, the ATIP Coordinator provides strategic support and advice to the executive management of the Agency

regarding the administration of the ATIP program, and is responsible for all access to information activities and operations pursuant to the *ATIA* such as:

- processing and responding to all formal requests and interdepartmental consultations under the *Access to Information Act*;
- providing strategic advice to the Agency about ATIP-related matters;
- preparing guidance documents in support of access legislation;
- updating *Info Source* based upon the program alignment architecture and in keeping with the TBS Decentralized Publishing Requirements;
- preparing the Annual Report to Parliament on the *Access to Information Act*;
- training employees on their roles and responsibilities under the *ATIA*; and
- responding to informal inquiries.

3. Delegation Order

The President's *Access to Information Delegation Order (Annex A)*, was updated on March 23, 2020. It provides delegated authority to the Corporate Secretary and the Manager, IM/IT and Chief Information Officer.

4. Performance 2022-2023

CanNor's 2022-2023 Statistical Report on the *Access to Information Act* is attached as Annex B. The following is an overview of key data on CanNor's performance for the fiscal year:

a) Requests Received Under the *Access to Information Act*

CanNor received nine new requests and had two requests carried over from previous reporting periods for a total of eleven requests. Seven requests were processed and closed during the 2022-2023 fiscal year and four remaining request have been carried over to the 2023-2024 reporting period. Of these seven requests closed, one was completed within 1 to 15 days, four within 16 to 30 days, one within 61 to 120 days and one was completed within 121 to 180 days. Of the seven requests closed, 29% involved records which were disclosed fully, 57% were abandoned or transferred to another government institution and 14% did not yield any records. Four extensions were taken, all of which were between 61 to 120 days.

CanNor closed six requests on time, leading to an 85.7% rate of completion within legislated timelines, compared with a 92.9% rate in 2021-22. There are two active requests, containing large volumes of records, that are outstanding from the 2021-2022 reporting period. CanNor has no active complaints.

The following table shows a comparison for the past three years with respect to Access to Information requests received and outstanding.

Requests	2020/2021	2021/2022	2022/2023
Received during reporting period	16	15	9
Outstanding from previous reporting period	6	1	2

Total	22	16	11
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The following table shows a comparison for the past three years with respect to Access to Information requests closed and carried over.

Requests	2020/2021	2021/2022	2022/2023
Closed during reporting period	21	14	7
Carried over to next reporting period	1	2	4

b) Consultations Received from other Government of Canada Institutions

Twenty-five consultation requests from other Government of Canada departments were received and twenty-four were closed during the 2022-2023 reporting period, representing 2458 pages reviewed and a 96% completion rate. Sixteen consultation requests were processed within 1-15 days, four within 16-30 days, and four within 61 to 120 days. Of twenty-five requests, 83% involved recommendations for records to be disclosed entirely and 17% involved recommendations for records to be disclosed in part.

The following table shows the comparison for the past three years with respect to Consultation requests received and outstanding.

Consultation Requests	2020/2021	2021/2022	2022/2023
Received during reporting period	21	32	25
Outstanding from previous reporting period	0	0	0
Total	21	32	25

The following table shows the comparison for the past three years with respect to Consultation requests closed and carried over.

Consultation Requests	2020/2021	2021/2022	2022/2023
Closed during reporting period	21	32	24
Carried over to next reporting period	0	0	1

c) Impacts of COVID-19-related Measures and Implemented Mitigation Measures

From the start of the pandemic, including the time period of April 1, 2022, to March 31, 2023, CanNor's ATIP Coordinator and Administrative Officer were provided with network access from their home in order to receive and respond to Access to Information requests, as well as consultation requests received from other Government of Canada institutions. Outside of

periodic, locally mandated stay-at-home orders, office building access was available on an as needed basis in case any non-electronic documents or documents labelled "Secret" needed to be reviewed. However, none of the requests received during the reporting period required the review of such documents, therefore, COVID-19-related measures had no impact on CanNor's ability to fulfil its responsibilities under the *Access to Information Act*.

5. Training and Awareness

Formal training was conducted during the CanNor Administrative Professionals Annual Training Meeting in January, 2023. This session captured all sectors of CanNor and focused on record collection, internal processes, timelines and exemptions. In addition, informal briefings were provided to CanNor Middle Managers on the administration of the *Access to Information Act*. These were conducted one-on-one as needed by way of video or phone call.

6. Policies, Guidelines, Procedures and Initiatives

CanNor uses tools to assist the Office of Primary Interest with identifying sensitivities in records which makes it easier to identify types of information that may qualify for an exemption. Using standardized retrieval email and template letters improves efficiency.

The Agency did not implement or amend any institution-specific Access to Information policies, guidelines, procedures or initiatives during the reporting period.

7. Proactive Publication under Part 2 of the ATIA

CanNor is a government institution listed in Schedule I.1 of the *Financial Administration Act* and complies with the proactive publication requirement under Part 2 of the *Access to Information Act*.

Summaries of completed access to information requests are disclosed on the Government of Canada's "Open Government" portal. Posting these summaries demonstrates consistent procedures across government institutions and helps make released records from previously made Access to Information requests discoverable and available at no cost.

8. Initiatives and Projects to Improve Access to Information

In addition to providing enhanced training to employees and managers on implementing the ATIA; the agency actively employs TBS approved technological tools, including Access Pro Case Management and the ATIP on-line portal, to efficiently process requests.

9. Summary or Key Issues and Actions Taken on Complaints or Audits

There were no complaints received concerning the administration of the *Access to Information Act*, and no audits, investigations or appeals to the Federal Court were undertaken.

10. Reporting on Access to Information fees for the purposes of the *Services Fees Act*

The *Service Fees Act* requires a responsible authority to report annually to Parliament on the fees collected by the institution.

With respect to fees collected under the *Access to Information Act*, the information below is reported in accordance with the requirements of section 20 of the *Service Fees Act*.

In accordance with the Interim Directive on the Administration of the *Access to Information Act*, issued on May 5, 2016, and the changes to the *Access to Information Act* that came into force on June 21, 2019; CanNor waives all fees prescribed by the Act and Regulations. For this reason, CanNor had a total fee revenue of \$0 for the 2022-2023 fiscal year. The total amount waved during this reporting period is \$45.00. The total cost of operating CanNor's ATIP directorate is \$33,000 in salaries.

11. Monitoring Compliance

As the official responsible for completion timelines, the Corporate Secretary and ATIP Coordinator is made aware of new and outstanding requests on a continual basis. A shared request database is used when processing Access to Information and Consultation requests which tracks deadlines and allows for effective monitoring.

Annex A – Access to Information Act Delegation Order

Pursuant to the powers of designation conferred upon me by Subsection 95(1) of the Access to Information Act, the persons exercising the functions or positions of Manager, IM/IT and Chief Information Officer (position number 000139900), and Corporate Secretary (position number 146270) and their respective successors, including in their absence, a person or officer designated in writing to act in the place of the holder of any such functions or positions are hereby designated to exercise those powers, duties or functions of the President as the Head of the government institution under the Act, and as set out in the attached Schedule A and B.

President - Canadian Northern Economic Development Agency

Dated at Ottawa, the 23rd of March, 2020

Schedule A - Delegation Order - Designation pursuant to section 73 of the *Access to Information Act*

Sections and Powers, Duties or Functions

- 6 Advise requesters that we need additional information to proceed with their request 7(a) Give written notice to requestor that we can proceed with the request
- 7(a) Give written notice to requestor that we can proceed with the request
- 8(1) Transfer request to another institution or accept transfer from another institution
- 9 Extend time limits
- 10 Refuse to acknowledge or deny the existence of records
- 11 Charge additional fees
- 12(2)(3) Provide access in alternate format
- 13 Exempt information obtained in confidence
- 14 Exempt information pertaining to federal-provincial affairs
- 15 Exempt information pertaining to international affairs and/or defence
- 16 Exempt information pertaining to law enforcement and investigations
- 17 Exempt information pertaining to the safety of individuals
- 18 Exempt information pertaining to the economic interests of Canada
- 19 Exempt personal information
- 20 Exempt or disclose third party information
- 21 Exempt information pertaining to advice, decision-making processes of government plans and positions etc.
- 22 Exempt information pertaining to testing procedures or audits
- 23 Exempt information pertaining to solicitor-client privilege
- 24 Exempt information subject to statutory prohibitions or other Acts of Parliament
- 25 Sever information
- 26 Exempt information to be published within 90 days
- 27(1)(4) Notify third parties of their rights to provide comments/representations regarding the disclosure of their records
- 28(1)(2) Receive third party representations;
- 28(4) Make a decision as to whether to disclose the record or part thereof; and, notify third party of right to appeal to Federal Court

- 29(1) Disclose information on Information Commissioner's recommendation
- 33 Advise the Information Commissioner of any third party involvement
- 35(2) Make representations to the Information Commissioner during an investigation
- 37(4) Release information to complainant
- 43(1) Issue a notice to a third party of an application for Court review
- 44(2) Issue a notice to an applicant that a third party has applied for Court review
- 52(2)(3) Request special rules for hearings
- 69 Exclude Cabinet Confidences
- 71 Inspect and exempt information in manuals
- 72(1) Prepare Annual Report to Parliament
- 77 Carry out responsibilities conferred to the Head of the institution by the regulations made under section 77 which are not included in the above

Schedule B – Delegation order – Designation pursuant to section 73 of the *Access to Information Act*

Sections and Powers, Duties or Functions

- 6 Advise requesters that we need additional information to proceed with their request
- 7(a) Give written notice to requestor that we can proceed with the request
- 8(1) Transfer request to another institution or accept transfer from another institution
- 9 Extend time limits
- 11 Charge additional fees
- 27(1)(4) Notify third parties of their rights to provide comments/representations regarding the disclosure of their records
- 28(1)(2) Receive third party representations.
- 28(4) Make a decision as to whether to disclose the record or part thereof; and, notify third party of right to appeal to Federal Court
- 33 Advise the Information Commissioner of any third party involvement
- 35(2) Make representations to the Information Commissioner during an investigation
- 43(1) Issue a notice to a third party of an application for Court review
- 44(2) Issue a notice to an applicant that a third party has applied for Court review

Annex B – Statistical Report on the Access to Information Act

Reporting period: April 1, 2022 to March 31, 2023

Section 1: Requests Under the Access to Information Act

1.1a Number of requests received and outstanding

	Number of Requests	
Received during reporting period	9	
Outstanding from previous reporting periods		
Outstanding from previous reporting period	2	
Outstanding from more than one reporting period	0	
Total Outstanding from previous reporting periods	2	
Total	11	

1.1b Number of requests closed and carried over

	Number of Requests	
Closed during reporting period	7	
Carried over to next reporting period		
Carried over within legislated timeline	4	
Carried over beyond legislated timeline	0	
Total Carried over to next reporting period	4	

1.2 Sources of requests

Source	Number of Requests
Media	0

Source	Number of Requests
Academia	1
Business (private sector)	1
Organization	1
Public	3
Decline to Identify	3
Total	9

1.3 Channels of requests

Source	Number of Requests
Online	9
E-mail	0
Mail	0
In person	0
Phone	0
Fax	0
Total	9

Section 2: Informal Requests

2.1a Number of informal requests received and outstanding

	Number of Requests
Received during reporting period	5
Outstanding from previous reporting periods	

	Number of Requests	
Outstanding from previous reporting period	0	
Outstanding from more than one reporting period	0	
Total Outstanding from previous reporting periods	0	
Total	5	

2.1b Number of informal requests closed and carried over

	Number of Requests
Closed during reporting period	4
Carried over to next reporting period	1

2.2 Channels of informal requests

Source	Number of Requests
Online	0
E-mail	5
Mail	0
In person	0
Phone	0
Fax	0
Total	5

2.3 Completion time of informal requests

Completion Time							
1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
1	3	0	0	0	0	0	4

2.4 Pages released informally

Less Than 100 Pages Released		100-500 Pages Released		501-1000 Pages Released		1001-5000 Pages Released		More Than 5000 Pages Released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
4	3	0	0	0	0	0	0	0	0

2.5 Pages re-released informally

Less Than 100 Pages Re-released		100-500 Pages Re-released		501-1000 Pages Re-released		1001-5000 Pages Re-released		More Than 5000 Pages Re-released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
0	0	0	0	0	0	0	0	0	0

Section 3: Applications to the Information Commissioner on Declining to Act on Requests

3.1a Number of requests outstanding and sent

	Number of Requests
Outstanding from previous reporting period	0
Sent during reporting period	0
Total	0

3.1b Number of requests approved, declined, withdrawn and carried over

	Number of Requests
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

Section 4: Requests Closed During the Reporting Period

4.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
All disclosed	0	0	0	1	1	0	0	2
Disclosed in part	0	0	0	0	0	0	0	0
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	0	1	0	0	0	0	0	1
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	1	3	0	0	0	0	0	4
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	1	4	0	1	1	0	0	7

4.2 Exemptions

Section	Number of Requests
13(1)(a)	0
13(1)(b)	0

Section	Number of Requests
13(1)(c)	0
13(1)(d)	0
13(1)(e)	0
14	0
14(a)	0
14(b)	0
15(1)	0
15(1) - I.A.*	0
15(1) - Def.*	0
15(1) - S.A.*	0
16(1)(a)(i)	0
16(1)(a)(ii)	0
16(1)(a)(iii)	0
16(1)(b)	0
16(1)(c)	0
16(1)(d)	0
16(2)	0
16(2)(a)	0
16(2)(b)	0
16(2)(c)	0

Section	Number of Requests
16(3)	0
16.1(1)(a)	0
16.1(1)(b)	0
16.1(1)(c)	0
16.1(1)(d)	0
16.2(1)	0
16.3	0
16.4(1)(a)	0
16.4(1)(b)	0
16.5	0
16.6	0
17	0
18(a)	0
18(b)	0
18(c)	0
18(d)	0
18.1(1)(a)	0
18.1(1)(b)	0
18.1(1)(c)	0
18.1(1)(d)	0

Section	Number of Requests
19(1)	0
20(1)(a)	0
20(1)(b)	0
20(1)(b.1)	0
20(1)(c)	0
20(1)(d)	0
20.1	0
20.2	0
20.4	0
21(1)(a)	0
21(1)(b)	0
21(1)(c)	0
21(1)(d)	0
22	0
22.1(1)	0
23	0
23.1	0
24(1)	0
26	0
<ul style="list-style-type: none"> • * I.A.: International Affairs • Def.: Defence of Canada • S.A.: Subversive Activities 	

4.3 Exclusions

Section	Number of Requests
68(a)	0
68(b)	0
68(c)	0
68.1	0
68.2(a)	0
68.2(b)	0
69(1)	0
69(1)(a)	0
69(1)(b)	0
69(1)(c)	0
69(1)(d)	0
69(1)(e)	0
69(1)(f)	0
69(1)(g) re (a)	0
69(1)(g) re (b)	0
69(1)(g) re (c)	0
69(1)(g) re (d)	0
69(1)(g) re (e)	0
69(1)(g) re (f)	0
69.1(1)	0

4.4 Format of information released

Paper	Electronic				Other
	E-record	Data set	Video	Audio	
0	2	0	0	0	0

4.5 Complexity

4.5.1 Relevant pages processed and disclosed for paper and e-record formats

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
238	17	6

4.5.3 Relevant minutes processed and disclosed for audio formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

4.5.4 Relevant minutes processed per request disposition for audio formats by size of requests

Disposition	Less Than 60 Minutes Processed		60 - 120 Minutes Processed		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	0	0	0	0	0	0

4.5.5 Relevant minutes processed and disclosed for video formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

4.5.6 Relevant minutes processed per request disposition for video formats by size of requests

Disposition	Less Than 60 Minutes Processed		60 - 120 Minutes Processed		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	0	0	0	0	0	0

4.5.7 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Other	Total
All disclosed	1	0	1	2
Disclosed in part	0	0	0	0
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	3	3
Neither confirmed nor denied	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	1	0	4	5

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	6
Percentage of requests closed within legislated timelines (%)	85.71

4.7 Deemed refusals

4.7.1 Reasons for not meeting legislated timelines

Number of requests closed past the legislated timelines	Principal Reason			
	Interference with operations/ Workload	External Consultation	Internal Consultation	Other
1	0	0	1	0

4.7.2 Requests closed beyond legislated timelines (including any extension taken)

Number of days past legislated timelines	Number of requests past legislated timeline where no extension was taken	Number of requests past legislated timeline where an extension was taken	Total
1 to 15 days	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	1	1
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	0	1	1

4.8 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
Total	0	0	0

Section 5: Extensions

5.1 Reasons for extensions and disposition of requests

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	2	0	1	1
Disclosed in part	0	0	0	0
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	2	0	1	1

5.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	0	0	0	0
31 to 60 days	0	0	0	0
61 to 120 days	2	0	1	1
121 to 180 days	0	0	0	0
181 to 365 days	0	0	0	0

Length of Extensions	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
365 days or more	0	0	0	0
Total	2	0	1	1

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	0	\$0.00	9	\$45.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
Total	0	\$0.00	9	\$45.00	0	\$0.00

Section 7: Consultations Received From Other Institutions and Organizations

7.1 Consultations received from other Government of Canada institutions and other organizations

7.1a Consultations, received and outstanding, from other Government of Canada institutions and other organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	25	2516	0	0
Outstanding from the	0	0	0	0

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
previous reporting period				
Total	25	2516	0	0

7.1b Consultations, closed and carried over, from other Government of Canada institutions and other organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Closed during the reporting period	24	2458	0	0
Carried over within negotiated timelines	1	58	0	0
Carried over beyond negotiated timelines	0	0	0	0

7.2 Recommendations and completion time for consultations received from other Government of Canada institutions

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
Disclose entirely	15	3	0	2	0	0	0	20
Disclose in part	1	1	0	2	0	0	0	4

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	16	4	0	4	0	0	0	24

7.3 Recommendations and completion time for consultations received from other organizations outside the Government of Canada

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
Disclose entirely	0	0	0	0	0	0	0	0
Disclose in part	0	0	0	0	0	0	0	0
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

8.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Section 9: Investigations and Reports of finding

9.1 Investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal Representations
0	0	0

9.2 Investigations and Reports of finding

Section 37(1) Initial Reports			Section 37(2) Final Reports		
Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner	Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
0	0	0	0	0	0

Section 10: Court Action

10.1 Court actions on complaints

Section 41				
Complainant (1)	Institution (2)	Third Party (3)	Privacy Commissioner (4)	Total
0	0	0	0	0

10.2 Court actions on third party notifications under paragraph 28(1)(b)

Section 44 - under paragraph 28(1)(b)
0

Section 11: Resources Related to the Access to Information Act

11.1 Allocated Costs

Expenditures	Amount	
Salaries		\$33,000
Overtime		\$0
	Goods and Services	
Professional services contracts	\$0	
Other	\$0	
Total Goods and Services		\$0
Total		\$33,000

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.330
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
Total	0.330