

Supplementary Information Tables

Departmental Sustainable Development Strategy

Overview of the federal government's approach to sustainable development: The [Federal Sustainable Development Strategy \(FSDS\) 2013 to 2016](#), tabled on November 4, 2013, guides the Government of Canada's sustainable development activities, as required by the *Federal Sustainable Development Act (FSDA)*. In keeping with the objectives of the *FSDA*, to make environmental decision-making more transparent and accountable to Parliament, Statistics Canada supports the implementation of the FSDS through the activities outlined in this departmental strategy. Accordingly, this Departmental Sustainable Development Strategy (DSDS) provides the results for Theme IV – Shrinking the Environmental Footprint – Beginning with Government – based on the 2010 to 2013 FSDS.

Theme IV: Implementation strategies	
Surplus electronic and electrical equipment target: By March 31, 2014, each department will reuse or recycle all surplus electronic and electrical equipment (EEE) in an environmentally sound and secure manner. (Target 8.6 from 2010 to 2013 FSDS)	
Performance measure	Performance status
Existence of an implementation plan for the disposal of all departmentally generated EEE.	Achieved Completion date – April 1, 2011
Total number of departmental locations with an EEE implementation plan fully implemented, expressed as a percentage of all locations, by the end of the given fiscal year.	Achieved Percentage: 100
Strategies and/or comments: Statistics Canada's implementation plan consists of reusing old yet functional electronic and electrical equipment in census operations before it is declared surplus and donating surplus EEE to the Computers for Schools Program. The remaining units go to the Crown Assets Disposal Corporation or to the Government of Canada recycling program.	

Printing unit reduction target: By March 31, 2013, each department will achieve an average office employee-to-printing unit ratio of 8:1. Departments will apply the target where building occupancy levels, security considerations and space configuration allow. (Target 8.7 from 2010 to 2013 FSDS)

Performance measure	Performance status
Ratio of departmental office employees to printing units at the end of the given fiscal year, where building occupancy levels, security considerations and space configuration allow.	Attention required Ratio: 3.78 employees per printing unit
Strategies and/or comments: As the Agency implements its Space Optimization Plan, Statistics Canada will eventually have a ratio of approximately 30 office employees to 1 printing unit. This was implemented on one floor in FY 2013/2014 and will be implemented on up to eight more floors by the end of FY 2014/2015.	

Paper consumption target: By March 31, 2014, each department will reduce internal paper consumption per office employee by 20%. Each department will establish a baseline between 2005/2006 and 2011/2012 and an applicable scope. (Target 8.8 from 2010 to 2013 FSDS)

Performance measure	Performance status
Number of sheets of internal office paper purchased or consumed per office employee in the selected baseline year, according to the departmental scope.	Baseline year: FY 2011/2012 Number in baseline year: 3,920 sheets per full-time equivalent
Cumulative reduction (or increase) in paper consumption per office employee in the given fiscal year, expressed as a percentage, relative to the selected baseline year.	Exceeded Percentage: 21
Strategies and/or comments: Statistics Canada continues to look for opportunities to reduce paper.	

As of April 1, 2011, each department will establish at least three SMART (Specific, Measurable, Achievable, Relevant, and Time-bound) green procurement targets to reduce environmental impacts. (Target 8.10 from 2010 to 2013 FSDS)

- **Green Procurement Target (1):** By March 31, 2015, Statistics Canada will use green consolidated procurement instruments for its purchases.

Performance measure	Performance status
Percentage of value of green procurement over total procurement value	Achieved Percentage: 97

Strategies and/or comments: Statistics Canada uses common procurement instruments, when available and feasible, and includes green procurement considerations in all service contracts. Specific target: 70%.

- **Green Procurement Target (2):** By March 31, 2017, 95% of copy paper, commercial printing and/or envelope purchases will contain a minimum of 35% recycled content.

Performance measure	Performance status
Copy paper, commercial printing and/or envelope purchases will contain a minimum of 35% recycled content and be certified to a recognized environmental standard to reduce the environmental impact of its production.	Exceeded Percentage: 100

Strategies and/or comments: Statistics Canada uses common procurement instruments, when available and feasible, and ensures that recycled content is identified in all requirements for copy paper, commercial printing and/or envelope purchases.

Green Procurement Target (3): By March 31, 2014, 85% of departmental managers will be given training on the *Policy on Green Procurement*.

Performance measure	Performance status
Procurement training provided to 85% of managers to create awareness of the basic responsibilities throughout the procurement process and inform participants about the key elements of the policies, including the <i>Policy on Green Procurement</i> , and practices underlying the procurement process in the Federal Government.	Opportunity for improvement Number of managers: 268 Number of managers trained: 215 Percentage: 80
Strategies and/or comments: Agency managers were required to attend mandatory training for the release of the revised Departmental Financial Signing Authorities document. Managers' participation in the mandatory training was tracked. The training session is now being given to individuals who were unable to attend the scheduled sessions and to groups identified by senior management as being able to benefit from such training.	

Training for select employees: By March 31, 2014, 100% of specialists in procurement and/or materiel management have completed training on green procurement.

Performance measure	Performance status
Number and percentage of specialists in procurement and/or materiel management who have completed the Canada School of Public Service Green Procurement course or equivalent.	Achieved Number: 22 Percentage: 100
Strategies and/or comments:	

Employee performance evaluations for managers and functional heads of procurement and materiel management: By March 31, 2014, 100% of managers and functional heads of procurement and materiel management will include support for and contribution to green procurement.

Performance measure	Performance status
Number and percentage of managers and functional heads of procurement and materiel management whose performance evaluations include support and contribution towards green procurement, in the given fiscal year.	Achieved Number: 5 Percentage: 100
Strategies and/or comments:	

Management processes and controls: By March 31, 2014, information will be retrieved and analyzed on a monthly basis to ensure that the department is on track to meet 100% of its green procurement targets.

Performance measure	Performance status
A monthly report is provided to management to confirm information in the materiel management system is 100% complete.	Achieved Report is reviewed and analyzed by management monthly.
Strategies and/or comments:	

Strategic Environmental Assessment

During the 2013/2014 reporting cycle, Statistics Canada considered the environmental effects of initiatives subject to the Cabinet Directive on the Environmental Assessment of Policy, Plan and Program Proposals as part of its decision-making processes. Through the strategic environmental assessment (SEA) process, Agency proposals were found to have no effects on the 2013 to 2016 FSDS goals and targets in Theme(s) I – Addressing Climate Change and Air Quality; II – Maintaining Water Quality and Availability; III – Protecting Nature and Canadians. Furthermore, they were found to have positive effects on the 2010 to 2013 FSDS for Theme IV – Shrinking the Environmental Footprint – Beginning with Government.

More information on the results of the SEAs is available on the Statistics Canada website: [Strategic Environmental Assessment\(s\)](#).

Internal Audits

Name of internal audit	Internal audit type	Status	Completion date
Internal controls over data sharing agreements	Assurance / Management Accountability Framework	Completed	November 2013
Statistical Infrastructure Branch – Tax Data	Assurance / Management Accountability Framework	Completed	November 2013
RDC – McMaster University	Assurance / Management Accountability Framework	Completed	November 2013
DSA – Saskatchewan Ministry of Health	Assurance / Management Accountability Framework	Completed	March 2014
Financial management and reporting	Assurance / Financial	Completed	March 2014
Collection and Regional Services	Assurance / Management Accountability Framework	In progress	April 2014
Statistics Canada's governance with Shared Services Canada	Consultation / Management Accountability Framework	In progress	July 2014
Project management	Assurance / Management Accountability Framework	Ongoing	To be determined
RDC – Dalhousie University	Assurance / Management Accountability Framework	Ongoing	To be determined
Official release	Assurance / Management Accountability Framework	Ongoing	To be determined

Evaluations

Name of evaluation or Performance Measurement Strategy	Program	Status	Completion Date
Consumer Price Index	Economic Statistics	Completed	May 2014

The Consumer Price Index evaluation is available on the Statistics Canada website: [CPI Evaluation](#).

Response to Parliamentary Committees and External Audits

Response to Parliamentary Committees
There were none in the past fiscal year.
Response to the Auditor General (including the Commissioner of the Environment and Sustainable Development)
<p>In May 2014, the Office of the Auditor General (OAG) tabled an audit of Statistics Canada entitled Meeting the Needs of Key Statistical Users. The audit's objective was to determine whether Statistics Canada ensures the quality of the key socio-economic information it produces and whether it generates this information efficiently and in response to priority user needs. The examination focused on four data products: the Consumer Price Index, the Labour Force Survey, the National Household Survey, and the Survey of Employment, Payrolls and Hours. The OAG made five recommendations, which are found in the report, together with Statistics Canada's responses.</p>
External audits conducted by the Public Service Commission of Canada or the Office of the Commissioner of Official Languages
<p>Statistics Canada's Official Languages Program is being evaluated in the 2013/2014 report card cycle of the Office of the Commissioner of Official Languages (OCOL). The evaluation addresses a number of program components: program management, service to the public, language of work, participation of English-speaking and French-speaking Canadians, development of official-language minority communities and promotion of linguistic duality. The results will appear in the Commissioner's 2013/2014 Annual Report. When the report is posted on the OCOL website, details of a horizontal analysis will also be made available.</p> <p>In December 2013, Statistics Canada sent a response to the Office of the Commissioner of Official Languages about a complaint from the Franco-Manitoban community.</p>

User Fees and Regulatory Charges (*User Fees Act*)

1. User fee: *Access to Information Act (ATIA)* fees charged for the processing of access requests filed under the *ATIA*

2. Fee type: Other goods and services—application fee

3. Fee-setting authority: Section 11 of the *ATIA*

4. Year last modified: 1992

5. Performance standards: Response provided within 30 days of receipt of request; the response time may be extended pursuant to Section 9 of the *ATIA*. Notice of extension to be sent within 30 days of receipt of request. The *ATIA* provides fuller details: <http://laws.justice.gc.ca/en/A-1/index.html>.

6. Performance results: Continue to meet statutory requirements of access to information legislation.

2013/2014 (\$ thousands)			Planning years (\$ thousands)		
Forecast revenue	Actual revenue	Full cost	Fiscal year	Forecast revenue	Estimated full cost
0.5	0.5	440.1	2014/2015	0.5	500.0
			2015/2016	0.5	500.0
			2016/2017	0.5	500.0

User Fee Totals

	2013/2014 (\$ thousands)			Planning years (\$ thousands)		
	Forecast revenue	Actual revenue	Full cost	Fiscal year	Forecast revenue	Estimated full cost
Subtotal Regulatory	0.0	0.0	0.0	2014/2015	0.0	0.0
				2015/2016	0.0	0.0
				2016/2017	0.0	0.0
Subtotal Other Products and Services	0.5	0.5	440.1	2014/2015	0.5	500.0
				2015/2016	0.5	500.0
				2016/2017	0.5	500.0
Total	0.5	0.5	440.1	2014/2015	0.5	500.0
				2015/2016	0.5	500.0
				2016/2017	0.5	500.0

Other information: As of April 2013, Statistics Canada no longer produces print publications for sale. All of the Agency's publications are available free of charge on Statistics Canada's website.

External Fees (*Policy on Service Standards for External Fees*)

External fee	Service standard	Performance results	Stakeholder consultation
<i>Access to Information Act</i> (ATIA) fees charged for processing access requests filed under the ATIA	Response provided within 30 days of receipt of request; the response time may be extended pursuant to Section 9 of the ATIA. Notice of extension to be sent within 30 days of receipt of request. The ATIA provides fuller details: http://laws.justice.gc.ca/en/A-1/index.html .	Continue to meet statutory requirements of access to information legislation.	The service standard is established by the ATIA and the <i>Access to Information Regulations</i> . Consultations with stakeholders were undertaken by the Department of Justice and the Treasury Board Secretariat for amendments done in 1986 and 1992.