

Human Resources and Skills Development Canada

Consolidated Statement of Administrative Costs Charged to the Canada Pension Plan Account by Human Resources and Skills Development Canada

March 31, 2012
(in thousands of dollars)

Human Resources and Skills Development Canada
Consolidated Statement of Administrative Costs
Charged to the Canada Pension Plan Account by Human Resources and Skills
Development Canada
For the year ended March 31, 2012

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	2012	2011
	\$	\$
Income Security and Social Development Branch (Schedule 2)	21,001	19,611
Pension Appeals Board and Office of the Commissioner of Review Tribunals (Schedule 3)	22,131	22,194
HRSDC Corporate Secretariat (Schedule 4)	2,268	1,852
Public Affairs Stakeholder Relations Branch (Schedule 5)	3,743	3,286
Human Resources Services Branch (Schedule 6)	13,895	11,515
HRSDC Legal Services Branch (Schedule 7)	4,874	4,914
Internal Audit Services Branch (Schedule 8)	26	26
Strategic Policy and Research Branch (Schedule 9)	120	144
Processing and Payment Services Branch (Schedule 10)	188,279	166,830
Citizen Service Branch (Schedule 11)	18,580	14,370
Integrity Services Branch (Schedule 12)	3,861	3,077
Social Insurance Registry (Schedule 13)	5,622	5,824
Innovation, Information and Technology Branch (Schedule 14)	61,092	55,526
Chief Financial Officer Branch (Schedule 15)	39,638	36,075
Service Canada Services Management (Schedule 16)	8,632	7,092
Strategic Services (Schedule 17)	2,248	1,963
Enabling Services Renewal Program (Schedule 18)	2,953	-
Total Administrative Costs	398,963	354,299

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Schedule 1 - Notes to Consolidated Statement of Administrative Costs Charged to the Canada Pension Plan Account

1 Introduction

Under the *Canada Pension Plan (CPP)* Legislation, the Minister of Human Resources and Skills Development Canada (HRSDC) has the responsibility for the administration of Parts II and III (except for some sections of Part III), which concern the general administration of the CPP. The CPP is administered by HRSDC, with support from the Income Security and Social Development Branch (ISSDB), Department of Finance, the Canada Revenue Agency, Public Works and Government Services Canada, the Office of the Superintendent of Financial Institutions, the Royal Canadian Mounted Police and the Quebec Pension Plan.

The 2010-2014 Memorandum of Understanding (MOU) is comprised of two parts: the first part (Part A) sets out the framework and basic principles regarding the services to be provided by HRSDC to the CPP. The second part (Part B) specifies the cost allocation methodologies used by HRSDC to calculate the charges for its services to the CPP, in accordance with the costing principles approved by Treasury Board in January 1988.

2 Subsequent Event

Total consolidated administrative costs of \$398.96 million for the fiscal year ended March 31, 2012 do not include estimated costs of \$169 million related to a settlement of human rights complaints from medical adjudicators reached in July 2012. The Consolidated Statement of Administrative Costs charged to CPP focuses on authority for payments in a fiscal year and is prepared on a near-cash basis. Payments regarding this settlement are expected to be reported in the 2012-2013 Consolidated Statement of Administrative Costs.

3 Comparative figures

Note that certain of the comparative figures have been reclassified to conform to the current year's presentation.

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Schedule 2 - Administrative Costs Charged to the Canada Pension Plan Account by Income Security and Social Development Branch

	2012	2011
	\$	\$
Income Security and Social Development Branch:	17,193	15,959
Contributions to Employee Benefit Plans	2,439	2,427
Medical Insurance Premium	1,369	1,225
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	21,001	19,611
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Schedule 3 - Administrative Costs Charged to the Canada Pension Plan Account by Pension Appeals Board and Office of the Commissioner of Review Tribunals

	2012	2011
	\$	\$
Pension Appeals Board and Office of the Commissioner of Review Tribunals	19,997	20,076
Contributions to Employee Benefit Plans	1,367	1,407
Medical Insurance Premium	767	711
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	22,131	22,194
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Schedule 4 - Administrative Costs Charged to the Canada Pension Plan Account by HRSDC Corporate Secretariat

	2012	2011
	\$	\$
HRSDC Corporate Secretariat	1,853	1,502
Contributions to Employee Benefit Plans	266	233
Medical Insurance Premium	149	117
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	2,268	1,852
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Schedule 5 - Administrative Costs Charged to the Canada Pension Plan Account by Public Affairs Stakeholder Relations Branch

	2012	2011
	\$	\$
Public Affairs Stakeholder Relations Branch	3,107	2,725
Contributions to Employee Benefit Plans	407	373
Medical Insurance Premium	229	188
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	3,743	3,286
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Schedule 6 - Administrative Costs Charged to the Canada Pension Plan Account by Human Resources Services Branch

	2012	2011
	\$	\$
Human Resources Services Branch	11,436	9,392
Contributions to Employee Benefit Plans	1,575	1,411
Medical Insurance Premium	884	712
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	13,895	11,515
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Schedule 7 - Administrative Costs Charged to the Canada Pension Plan Account by HRSDC Legal Services Branch

	2012	2011
	\$	\$
HRSDC Legal Services Branch	4,553	4,548
Contributions to Employee Benefit Plans	206	243
Medical Insurance Premium	115	123
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	4,874	4,914
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Schedule 8 - Administrative Costs Charged to the Canada Pension Plan Account by Internal Audit Services Branch

	2012	2011
	\$	\$
Internal Audit Services Branch	26	26
Contributions to Employee Benefit Plans	-	-
Medical Insurance Premium	-	-
	<hr/>	<hr/>
	26	26

Schedule 9 - Administrative Costs Charged to the Canada Pension Plan Account by Strategic Policy and Research Branch

	2012	2011
	\$	\$
Strategic Policy and Research Branch	105	125
Contributions to Employee Benefit Plans	10	13
Medical Insurance Premium	5	6
	<hr/>	<hr/>
	120	144

Schedule 10 - Administrative Costs Charged to the Canada Pension Plan Account by Processing and Payment Services Branch

	2012	2011
	\$	\$
Processing and Payment - Regions	93,859	83,010
Processing and Payment – NHQ	47,156	40,404
Call Centers (Regions and NHQ)	14,481	13,789
Contributions to Employee Benefit Plans	21,000	19,689
Medical Insurance Premium	11,783	9,938
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	188,279	166,830

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Schedule 11 - Administrative Costs Charged to the Canada Pension Plan Account by Citizen Service Branch

	2012	2011
	\$	\$
Clients Segments	86	87
Service Offerings and Implementation	223	23
Web Channel Office	327	378
In-Person	10,960	7,627
Office of Client Satisfaction	42	54
Marketing	577	495
Provincial Outreach	1,814	1,892
Interdepartmental Partnerships and ADMO	981	900
Local Offices	285	271
Contributions to Employee Benefit Plans	2,104	1,757
Medical Insurance Premium	1,181	886
	<u>18,580</u>	<u>14,370</u>

Schedule 12 - Administrative Costs Charged to the Canada Pension Plan Account by Integrity Services Branch

	2012	2011
	\$	\$
Integrity Services Branch	3,171	2,499
Contributions to Employee Benefit Plans	442	384
Medical Insurance Premium	248	194
	<u>3,861</u>	<u>3,077</u>

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Schedule 13 - Administrative Costs Charged to the Canada Pension Plan Account by Social Insurance Registry

	2012	2011
	\$	\$
Personnel cost	4,289	4,021
Indirect Expenses	883	1,064
Transportation and Communication	634	686
Central Government Services	597	605
Professional and special services	399	644
Information	29	27
Utilities, Material and Supplies	37	29
Rental, Repairs and Maintenance	2	1
Construction or Acquisition of Machinery and Equipment	11	6
Contributions to Employee Benefit Plan	650	677
Medical Insurance Premium	365	342
Total Administrative Costs	<u>7,896</u>	<u>8,102</u>
Less: Funding from Treasury Board	(1,667)	(1,642)
Less: Revenue from replacement SIN cards	(607)	(636)
	<u>5,622</u>	<u>5,824</u>

Schedule 14 - Administrative Costs Charged to the Canada Pension Plan Account by Innovation, Information and Technology Branch

	2012	2011
	\$	\$
Innovation, Information and Technology Branch	53,373	48,347
Contributions to Employee Benefit Plans	4,945	4,771
Medical Insurance Premium	2,774	2,408
	<u>61,092</u>	<u>55,526</u>

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Schedule 15 - Administrative Costs Charged to the Canada Pension Plan Account by Chief Financial Officer Branch

	2012	2011
	\$	\$
Accounting Services	626	724
Financial Management Services	905	911
Financial Policy, Internal Control and Business Services	254	196
Accommodation Services and Facilities Management	216	398
Material Management	267	226
National Accommodation Plan	31,563	28,577
Gatineau Towers	194	-
Regional Shared Services	4,192	3,665
Contributions to Employee Benefit Plans	910	916
Medical Insurance Premium	511	462
	39,638	36,075

Schedule 16 - Administrative Costs Charged to the Canada Pension Plan Account by Service Canada Services Management Branch

	2012	2011
	\$	\$
Service Canada Service Management Branch	7,417	6,185
Contributions to Employee Benefit Plans	779	603
Medical Insurance Premium	436	304
	8,632	7,092

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Schedule 17 - Administrative Costs Charged to the Canada Pension Plan Account by Strategic Services

	2012	2011
	\$	\$
Strategic Services	1,877	1,619
Contributions to Employee Benefit Plans	238	229
Medical Insurance Premium	133	115
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	2,248	1,963
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Schedule 18 - Administrative Costs Charged to the Canada Pension Plan Account by Enabling Services Renewal Program

	2012	2011
	\$	\$
Enabling Services Renewal Program	2,682	-
Contributions to Employee Benefit Plans	174	-
Medical Insurance Premium	97	-
	<hr/>	<hr/>
	2,953	-
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