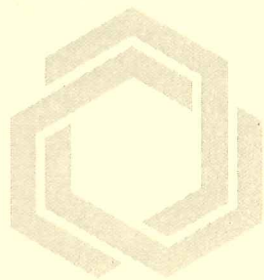


*Annual Report on the Administration
of the*

Access to Information Act



National Arts Centre

2007-2008

National Arts Centre

Annual Report on the Administration of the *Access to Information Act* 2007-2008

1. Introduction

The National Arts Centre (NAC) is pleased to provide its first annual report on the administration of the *Access to Information Act (ATIA)* for the fiscal year 2007-2008, as required by section 72 of the Act.

The *Access to Information Act* is based on the principles that government information should be made available to Canadians and permanent residents of Canada; the exceptions to the right of access should be limited and specific; and that the decisions on the disclosure of government information should be reviewed independently of government.

2. Mandate

The NAC Corporation was established by an Act of the Parliament of Canada in 1966. The NAC opened its doors in 1969. The NAC's mandate is to play a leadership role in fostering artistic excellence in all of the performing arts disciplines. Specifically, it is charged with the following responsibilities:

- To operate and maintain the Centre;
- To develop the performing arts in the National Capital Region;
- To assist the Canada Council in the development of the performing arts elsewhere in Canada.

3. Delegation Order

The Access to Information and Privacy Office consists of an Access to Information and Privacy Coordinator.

Pursuant to Section 73 of the *ATIA*, delegated authority has been designated to the person holding the position of Access to Information and Privacy Coordinator, to exercise or perform all powers, duties and functions of the CEO and President under the Act insofar as they may be exercised or performed in relation to the NAC.

6. Administration of the *Access to Information Act*

In anticipation of becoming subject to the *ATIA* on September 1, 2007, the NAC provided information sessions and workshops to sensitize employees of their responsibilities under the Act.

This past year, an Access to Information Policy was developed and procedures established in order to facilitate the response process to applicants' requests when exercising their right under the Act.

Of note, the NAC obtained a mandatory provision in the Act that protects the terms and conditions of a performing artist's contract and the identity of donors.

7. Complaints, Investigations and Reviews to the Federal Court

Seven complaints were lodged with the Office of the Information Commissioner of Canada (OIC). Investigations have begun for one of the complaints by the OIC's Intake and Early Resolution Unit.

There were no appeals or reviews made to the Federal Court for the 2007-2008 fiscal year.

October 2008



REPORT ON THE ACCESS TO INFORMATION ACT / RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATION

Institution The National Arts Centre/Le Centre national des Arts				Reporting period / Période visée par le rapport September 1, 2007 - August 31, 2008/1 septembre 2007 - 31 août 2008	
Source	Media / Médias 3	Academia / Secteur universitaire 1	Business / Secteur commercial 30	Organization / Organisme 1	Public 12

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information	
Received during reporting period / Reçues pendant la période visée par le rapport	47
Outstanding from previous period / En suspens depuis la période antérieure	
TOTAL	47
Completed during reporting period / Traitées pendant la période visées par le rapport	44
Carried forward / Reportées	3

II Disposition of requests completed / Disposition à l'égard des demandes traitées			
1. All disclosed / Communication totale	9	6. Unable to process / Traitement impossible	9
2. Disclosed in part / Communication partielle	15	7. Abandoned by applicant / Abandon de la demande	2
3. Nothing disclosed (excluded) / Aucune communication (exclusion)	1	8. Treated informally / Traitement non officiel	8
4. Nothing disclosed (exempt) / Aucune communication (exemption)		TOTAL	44
5. Transferred / Transmission			

III Exemptions invoked / Exemptions invoquées					
S. Art. 13(1)(a)		S. Art. 16(1)(a)		1	S. Art. 21(1)(a)
(b)		(b)			1
(c)		(c)		2	1
(d)		(d)		15	1
S. Art. 14	1	S. Art. 16(2)			S. Art. 22
S. 15(1) International rel. / Relations intern.		S. Art. 16(3)			S. Art. 23
Defence / Défense		S. Art. 17			S. Art. 24
Subversive activities / Activités subversives		S. Art. 18(a)	2		S. Art. 26

IV Exclusions cited / Exclusions citées		
S. Art. 68(a)	1	S. Art. 69(1)(c)
(b)		(d)
(c)		(e)
S. Art. 69(1)(a)		(f)
(b)		(g)

V Completion time / Délai de traitement	
30 days or under / 30 jours ou moins	41
31 to 60 days / De 31 à 60 jours	3
61 to 120 days / De 61 à 120 jours	
121 days or over / 121 jours ou plus	

VI Extensions / Prorogations des délais		
	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche		
Consultation		3
Third party / Tiers		
TOTAL		3

VII Translations / Traduction		
Translations requested / Traductions demandées		
Translations prepared / Traductions préparées	English to French / De l'anglais au français	
	French to English / Du français à l'anglais	

VIII Method of access / Méthode de consultation	
Copies given / Copies de l'original	24
Examination / Examen de l'original	
Copies and examination / Copies et examen	

IX Fees / Frais			
Net fees collected / Frais net perçus			
Application fees / Frais de la demande	\$169.56	Preparation / Préparation	
Reproduction		Computer processing / Traitement informatique	
Searching / Recherche		TOTAL	169.56
Fees waived / Dispense de frais		No. of times / Nombre de fois	\$
\$25.00 or under / 25 \$ ou moins		2	\$ 10.00
Over \$25.00 / De plus de 25 \$			\$

X Costs / Coûts	
Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	\$ 50,000.
Administration (O and M) / Administration (fonctionnement et maintien)	\$
TOTAL	\$ 50,000.
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	1.





CENTRE NATIONAL DES ARTS
NATIONAL ARTS CENTRE

Access to Information Act

Designation Order

BY THIS ORDER made pursuant to Section 73 of the *Access to Information Act*, I hereby designate the person holding the position of Access to Information and Privacy Coordinator to exercise or perform all of the powers, duties and functions of the head of a government institution under the Act insofar as they may be exercised or performed in relation to the **National Arts Centre**, effective September 1, 2007.

Arrêté sur la délégation en vertu de la

Loi sur l'accès à l'information

PAR LE PRÉSENT ARRÊTÉ pris en vertu de l'article 73 de la *Loi sur l'accès à l'information*, je délègue, à compter du 1^{er} septembre 2007, au titulaire du poste de Coordonnatrice de l'accès à l'information et de la protection des renseignements personnels, les attributions se rapportant au **Centre National des Arts** qui me sont confiées aux termes de cette loi en ma qualité de responsable d'une institution fédérale.

President and Chief Executive Officer/
Président et chef de la direction

R.S. 1985, c. A-1, s. 73