

Commission canadienne des droits de la personne

CANADIAN HUMAN RIGHTS COMMISSION

ANNUAL REPORT

ACCESS TO INFORMATION ACT

April 1, 2014 to March 31, 2015

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1. INTRODUCTION

This is the 31st Annual Report to Parliament submitted by the Canadian Human Rights Commission (the Commission) pursuant to subsection 72(1) of the *Access to Information Act* (ATIA).

The purpose of the ATIA is to provide a right of access to information 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 Commission's founding legislation inspires a vision for Canada in which "all individuals should have an opportunity equal with other individuals to make for themselves the lives that they are able and wish to have," free from discrimination.

The Commission promotes the core principle of equal opportunity and works to prevent and remedy discrimination in Canada by:

- promoting the development of human rights cultures;
- understanding human rights through research and policy development;
- · protecting human rights through effective case and complaint management; and
- representing the public interest to advance human rights for all Canadians.

The Commission leads the administration of the *Canadian Human Rights Act* (CHRA) and ensures compliance with the *Employment Equity Act* (EEA.) The CHRA prohibits discrimination on the grounds of race, national or ethnic origin, color, religion, age, sex, sexual orientation, marital status, family status, disability and conviction for which a pardon has been granted. It provides a fair, accessible and effective complaints resolution mechanism whereby Canadians can raise allegations of discrimination. The EEA promotes equality in the workplace for four designated groups: women, Aboriginal people, persons with disabilities, and members of visible minorities.

The Commission develops and disseminates regulations, policies and knowledge; initiatives to prevent discrimination; and dispute resolution services to help address inquiries and complaints. It works with employers, service providers, individuals, unions, governmental and non-governmental organizations, and provincial/territorial and international human rights bodies to foster understanding and a commitment to achieving a society that respects human rights in everyday practice.

The Commission is responsible for developing and implementing information programs to foster public understanding of the CHRA and of the role and activities of the Commission. The Commission also undertakes and sponsors research programs related to its duties and functions under the CHRA. The Commission receives and processes human rights complaints. Throughout this process, the Commission encourages settlements by providing opportunities for dialogue and mediation. Under the EEA, the Commission audits federally regulated employers to ensure that they are providing equal opportunities for employment.

2. ORGANIZATION OF ACTIVITIES

The Access to Information and Privacy Office (ATIP) is comprised of an Analyst and an ATIP Coordinator.

The ATIP Office is responsible for providing quality service to the public and to Commission staff.

The ATIP Office begins the process by coordinating the records retrieval. When a request comes in, the ATIP Office starts by sending it to the appropriate Departmental Head, also referred to as the Office of Primary Interest (OPI). The OPI will then pass the request to his/her staff to see if they have relevant documents. Should the request not be clear, the OPI will then notify the ATIP Office to get clarification. Once the employees have gathered the records, they forward the information to their managers who in turn may make recommendations to the OPI and to the ATIP Office.

The ATIP Office then continues the process of triaging/scanning/indexing records, reviews all records, consults/liaises/negotiates with other government departments or third parties, provides an in-depth analysis, and, prepares the final release package which is subsequently sent to the Executive Director for final approval and signature. The approved release package is then returned to the ATIP Office to prepare the package for mailing.

The ATIP Office also deals with complaints from the Office of the Information Commissioner. Furthermore, the ATIP Office provides formal ATIP training to all staff; compiles statistics; and prepares reports (Info Source, *Access to Information Act* (ATIA) Annual Report).

As per the new Treasury Board Secretariat of Canada requirement, the ATIP Office also prepares the text of summaries of completed access to information requests to be posted on the Open-Canada website.

http://registry.statcan.gc.ca/en/organization

3. SIGNED DELEGATION ORDER

The Delegation Order sets out the powers, duties and functions for the administration of the ATIA that have been delegated by the head of the institution, the Chief Commissioner.

Attached is the Signed Delegation Order - Appendix A.

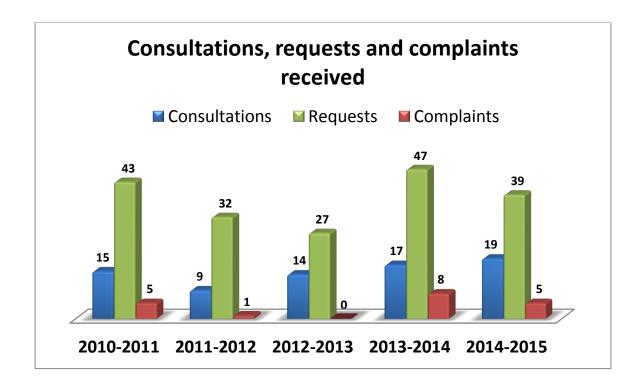
4. STATISTICAL REPORT

During the period under review, April 1, 2014 to March 31, 2015, the Commission received **39 new requests** plus 3 that were brought forward from the previous year making **a total of 42**. Of the new 39 requests, 1 was from the academia; 11 were from business (private sector); and, 27 were from the public.

A total of 40 requests were completed in 2014-2015 while the last 2 are to be completed in fiscal year 2015-2016. During this fiscal year, there was no trend to report. For the 39 new requests received during the period of April 1, 2014 and March 31, 2015, a total of 17,222 pages were reviewed.

Of the 40 completed requests:

- 10 completed requests were fully disclosed;
- 22 requests were partially disclosed;
- 1 request was all exempted;
- 3 were no records existed;
- 1 request was transferred; and, finally
- 3 requests were abandoned.

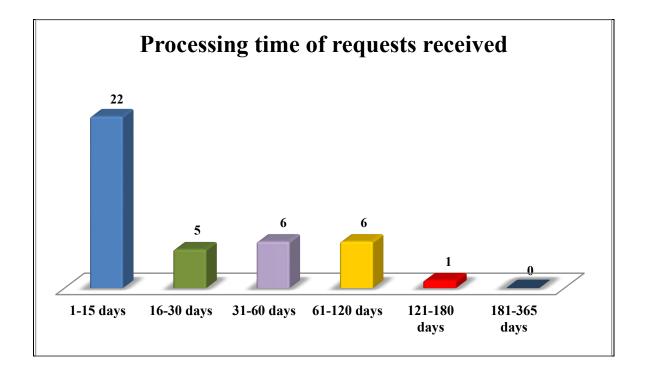


The Commission also processed **19 consultation requests** from other institutions for review of records originating from the Commission for a total of 380 pages.

The Commission also received 24 informal requests which were all closed.

The completion times for the 40 requests were as follows:

- 22 requests took 1 to 15 days; and
- 5 requests took 16 to 30 days.
- 6 requests took 31 to 60 days;
- 6 requests took 61 to 120 days;
- 1 request took 121 to 180 days; and finally,
- 0 requests took 181 to 365 days.



The Commission is committed to completing requests in a timely fashion. The reason for the delay in the processing of some requests was as follows:

Number of Requests Closed	Principal Reason			
Number of Requests Closed Past the Statutory Deadline	Workload	External Consultation	Internal Consultation	Other
7	1	2	2	2

Partial exemptions claimed under the ATIA were invoked in 22 requests. For some requests, more than one exemption was invoked.

SECTIONS OF THE ATIA USED IN PARTIAL EXEMPTIONS	NUMBER OF
	REQUESTS
<u>Section 17</u> – Safety of individuals – where the head of a government institution may	1
refuse to disclose any record requested under this Act that contains	
information the disclosure of which could reasonably be expected to threaten the	
safety of individuals.	
Subdivision 18(a) — Economic interests of Canada — where the head of a government	1
institution may refuse to disclose any record requested under this Act that contains	
(a) trade secrets or financial, commercial, scientific or technical information that	
belongs to the Government of Canada or a government institution and has substantial	
value or is reasonably likely to have substantial value;	
Subsection 19(1) – Personal information – where the head of a government	21
institution shall refuse to disclose any record requested under this Act that contains	
personal information as defined in section 3 of the <i>Privacy Act</i> .	
Paragraph 20(1)(b) – Third party information – where the head of a government	1
institution shall refuse to disclose any record requested under this Act that contains	
(b) financial, commercial, scientific or technical information that is confidential	
information supplied to a government institution by a third party and is treated	
consistently in a confidential manner by the third party	
Paragraph 20(1)(c) – Third party information – where the head of a government	1
institution shall refuse to disclose any record requested under this Act that contains	
(c) information the disclosure of which could reasonably be expected to result in	
material financial loss or gain to, or could reasonably be expected to prejudice the	
competitive position of a third party	
Paragraph 20(1)(d) – Third party information – where the head of a government	1
institution shall refuse to disclose any record requested under this Act that contains	
(d) information the disclosure of which could reasonably be expected to interfere with	
contractual or other negotiations of a third party	
Paragraph 21(1)(a) – Advice, etc. – where the head of a government institution may	4
refuse to disclose any record requested under this Act that contains	
(a) advice or recommendations developed by or for a government institution or a	
minister of the Crown	

SECTIONS OF THE Access to Information Act used in Partial Exemptions	NUMBER OF
	REQUESTS
<u>Paragraph 21(1)(b)</u> – Advice, etc. – where the head of a government institution may	2
refuse to disclose any record requested under this Act that contains	
(b) an account of consultations or deliberations in which directors, officers or	
employees of a government institution, a minister of the Crown or the staff of a	
minister participate,	
Paragraph 21(1)(c) – Advice, etc. – where the head of a government institution may	1
refuse to disclose any record requested under this Act that contains	
(c) positions or plans developed for the purpose of negotiations carried on or to be	
carried on by or on behalf of the Government of Canada and considerations relating	
thereto	
<u>Section 22</u> – Testing procedures, tests and audits – where the head of a government	1
institution may refuse to disclose any record requested under this Act that contains	
information relating to testing or auditing procedures or techniques or details of	
specific tests to be given or audits to be conducted if the disclosure would prejudice	
the use or results of particular tests or audits.	
<u>Section 23</u> – Solicitor-client privilege – where the head of a government institution	4
may refuse to disclose any record requested under this Act that contains	
information that is subject to solicitor-client privilege.	
Section 24 – Statutory prohibitions against disclosure – where the head of a	2
government institution shall refuse to disclose any records requested under this Act	_
that contains	
information the disclosure of which is restricted by or pursuant to any provision set	
out in Schedule II.	

Attached is a statistical report on the Access to Information Act (Appendix B attached).

**NOTE: Legal Advice Sought

Legal advice was requested and provided but not tracked. We have now begun tracking the number of files in which advice is sought and provided.

5. EDUCATION AND TRAINING ACTIVITIES

The Access to Information and Privacy Office continues to provide information and advice to Commission employees on the ATIA.

The ATIP Office did not provide awareness sessions in 2014-2015.

Employees wanting more training for their personal and professional development are also referred to the Treasury Board Secretariat training calendar and to the University of Alberta's ATIP program.

For 2015-2016, the ATIP Office is hoping to develop an online training program.

6. INSTITUTIONAL POLICIES AND PROCEDURES

The functioning of the ATIP Office is governed by the Treasury Board Secretariat's Policies.

There is an on-going review and business re-engineering of the Commission's practices with regards to the access to information requests. This review serves to improve our policies and practices. To make the ATIP functions operate more smoothly, we continue to develop new procedures to take into account the complexity of the requests so that we can achieve our goal of meeting the prescribed deadlines.

The ATIP Office has developed new procedures. A draft of the procedures was provided to all Branch Heads for comment. Comments have been given to the Executive Director for his review prior to finalizing the procedures. New procedures will be in place for 2015-2016.

7. ACCESS TO INFORMATION ACT COMPLAINTS

There were 5 new complaints for 2014-2015 fiscal year and 7 carried forward from previous years making a total of 12. Of the 12 complaints, 8 were closed and 4 will carry forward to the 2015-2016 fiscal year.

The key issues were as follows:

COMPLAINTS CARRIED FORWARD FROM PREVIOUS YEAR 2012-2013	REASON FOR COMPLAINT	STATUS
1		Closed November 10, 2014
Received July 6, 2012	Refusal Exemption	Resolved well founded No action required
COMPLAINTS CARRIED FORWARD FROM PREVIOUS YEAR 2013-2014	REASON FOR COMPLAINT	STATUS
4		
Received April 16, 2012	Refusal Exemption	Ongoing
Received July 25, 2013		Ongoing
Received August 30, 2013		Closed July 3, 2014 Resolved-well founded No action required
Received February 24, 2014		Ongoing
1		Closed November 10, 2014
Received August 2, 2013	Refusal General	Resolved-well founded
		No action required
1		Closed July 29, 2014
Received March 27, 2013	Fees	Not well Founded
		No action required

COMPLAINTS CARRIED FORWARD FROM PREVIOUS YEAR 2014-2015	REASON FOR COMPLAINT	STATUS
1	Estancian	Closed January 21, 2015
Received July 9, 2014	Extension	Resolved-well founded No action required
3		Closed October 21, 2014
Received October 14, 2014	Refusal Exemption	Resolved-well founded
		No action required
Received December 13, 2014		Closed February 13, 2015
		No action required
Received August 12, 2014		Ongoing
1		Closed January 23, 2015
Received December 13, 2014	Delay	Not well Founded
		No action required

8. TIME TO PROCESS A REQUEST

We monitor a request daily at different stages from the time it arrives in the ATIP Office and the time it gets mailed. All of this information is entered in the Commission's Privasoft system.

Appendix A

Access to Information Act and Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information et de la Loi sur la protection des renseignements personnels

The Acting Chief Commissioner, Canadian Human Rights Commission, pursuant to section 73 of the Access to Information Act and the Privacy Act, hereby designates the persons holding the positions set out in the schedule hereto, or the persons occupying the positions on an acting basis, to exercise the powers and functions of the Chief Commissioner as the head of a government institution, under the section of the Act set out in the schedule opposite each position. This delegation replaces any and all previous designations/delegations.

En vertu de l'article 73 de la Loi sur l'accès à l'information et de la Loi sur la protection des renseignements personnels, le président par intérim, Commission canadienne des droits de la personne délégue aux titulaire des postes mentionnés aux annexes ci-après, ainsi qu'aux personnes occupant a titre intérimaire lesdits postes, les attributions dont il est, en qualité de responsable d'une institution fédérale, investi par les articles de la Loi mentionnés en regard de chaque poste. Le présent document remplace et annule toute désignation/délégation précédentes.

Schedule/Annexe

Position/Poste

Privacy Act and Regulations / Loi sur la protection des renseignements personnels et règlements

Access to Information Act and Regulations / Loi sur l'acces à l'information et règlements

Executive Director / Directeur exécutif

Full Authority / Autorité absolue

Full Authority / Autorité absolue

Coordinator, Access to Information and Privacy / Coordinateur(trice), l'accès à l'information et de la protection des renseignements personnels **8**(4), 9(1), 9(4), 10, 14(b), 15, 17(1), 17(2)°, 17(3)°, 31, 33(2), 77

4(2.1), 7(b), 8(1), 9, 11, 12(1), 12(2)°, 12(3)°, 26, 27(1), 27(4), 28(4), 33, 35(2), 43(1), 44(2), 71(1), 77

Dated, at the City of Ottawa, this 16th day of February, 2015

Daté à la ville d'Ottawa, ce 16 jour de fetres, 2015

LE PRÉSIDENT PAR INTÉRIM

DAVID LANGTRY
ACTING CHIEF COMMISSIONER

c Delegation conditional on consultation with Executive Director / Délégation conditionnelle sur la consultation au Directeur exécutif.

Powers, duties and functions delegated pursuant to Section 73 of the *Access to Information Act* - Canadian Human Rights Commission /

Délégation des pouvoirs, fonctions et attributions en vertu de l'article 73 de la Loi sur l'accès à l'information - Commission canadienne des droits de la personne

Section / L'article	Description	Executive Director / Directeur Exécutif	Access to Information and Privacy Coordinator / Accès à l'information et protection des renseignements personnels
4(2.1)	Responsibility of head of government institution to make reasonable effort to provide access/ Responsabilité du dirigeant de l'institution fédérale de faire tous les efforts raisonnables pour communiquer les documents	X	Х
7(a)	Notify requestor whether or not access to be given / Aviser le requérant si le document sera communiqué ou non dans le cas échéant	X	
7(b)	Where access is to be given, give the person who made the request access to the record or part thereof / Donner communication totale ou partielle du document dans le cas échéant.	х	Х
8(1)	Transfer to and transfer from institution / Transmission de la demande	Х	Х
9	Extension of time limits / Prorogation du délai	Χ	X
11	Assess fees / Frais additionnels de traitement	Х	X
12(1)	Form of Access / Exercice de l'accès	Х	X
12(2)	Language of access / Langue de la communication	Х	Xc
12(3)	Access to record in alternative format / Communication sur un support de substitution	Х	X ^c
13	Denial of access – Information obtained in confidence / Refus de communication – Renseignements obtenus à titre confidentiel	X	
14	Denial of access – Federal-Provincial / Refus de communication – Affaires fédéro-provinciales	Х	
15	Denial of access – International Affairs and Defence / Refus de communication – Affaires internationales et défense	Х	
16	Denial of access – Law enforcement and investigation / Refus de communication – Enquêtes	Х	

 $^{\rm C}$ Delegation conditional on consultation with Executive Director / Délégation subordonnée à la consultation avec le Directeur Exécutif

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Section / L'article	Description	Executive Director / Directeur Exécutif	Access to Information and Privacy Coordinator / Accès à l'information et protection des renseignements personnels
	et respect des lois		
	Denial of access - Public Servants Disclosure		
16.5	Protection Act / Refus de communication - Loi sur la protection des fonctionnaires divulgateurs d'actes répréhensibles	x	
17	Denial of access – Safety of Individuals / Refus de communication – Sécurité des individus	Х	
18	Denial of access – Economic interests of Canada / Refus de communication – Intérêts économiques du Canada	х	
18.1	Denial of access – Economic interests of certain government institutions / Refus de communication – Intérêts économiques du Canada de certaines institutions fédérales	Х	
19	Denial of access – Personal Information / Refus de communication – Renseignements personnels	x	
20	Denial of access – Third party information / Refus de communication – Renseignements de tiers	×	
21	Denial of access – Advice / Refus de communication – Avis	х	
22	Denial of access – Testing procedures / Refus de communication – Examen et vérifications	х	
22.1	Denial of access – Internal audits / Refus de communication – Vérifications internes	Х	
23	Denial of access – Solicitor-client privilege / Refus de communication – Secret professionnel des avocats	Х	
23	Waive solicitor-client privilege / Renonciation au secret professionnel des avocats	Х	
24	Denial of access – Statutory prohibitions / Refus de communication – Interdictions fondées sur d'autres lois	Х	
25	Severance / Prélèvement	X	
26	Denial of access – Information to be published / Refus de communication – Publication	Х	Х
27(1)	Notify third parties of intent to disclose information / Aviser les tiers de l'intention de divulger des renseignements	Х	Х

Section / L'article	Description	Executive Director / Directeur Exécutif	Access to Information and Privacy Coordinator / Accès à l'information et protection des renseignements personnels
27(4)	Extend time limit for third parties / Prorogation de délai accordé à un tiers	Х	х
28(1)	Decide to disclose information after third party representation / Décider de communiquer des renseignements suite aux observations d'un tiers	Х	
28(2)	Waive requirement for representations to be made in writing / Autoriser une présentation orale	×	
28(4)	Where decision made to disclose under 28(1)(b), provide requestor access to the record forthwith on completion of 20 days after notice given / Dans les cas où il décide, en vertu de l'alinéa (1)(b), de donner communication du document à la personne qui en a fait la demande, donner suite à sa décision dès l'expiration des vingt jours suivant la transmission de l'avis prévu à cet alinéa.	X	X
29(1)	Disclosure on recommendation of Information Commissioner / Communication suite à une recommandation du Commissaire à l'information	Х	
33	Advise Information Commissioner of third party involvement / Avis au Commissaire à l'information de la participation d'un tiers	Х	х
35(2)	Right to make representations / Droit de présenter des observations	Х	Х
37(4)	Access to be given to complainant / Communication accordée au plaignant	Х	
43(1)	Notice to third party of application to Federal Court for review / Avis au tiers (révision par la Cour fédérale)	Х	х
44(2)	Notice to requestor of application to Federal Court by third party / Avis au demandeur (demande de révision par la Cour fédérale faite par un tiers)	Х	Х
52(2) and (3)	Special rules for hearings related to international affairs and defence / Règles spéciales pour l'audition des causes au sujet des Affaires internationales et défense	X	
69	Denial of access – Cabinet confidences / Refus de communication – Documents confidentiels du Cabinet	Х	

Section / L'article	Description	Executive Director / Directeur Exécutif	Access to Information and Privacy Coordinator / Accès à l'information et protection des renseignements personnels
71(1)	Provide facilities at the institution where the public may inspect any manuals used by employees of the institution that affect the public / Fournir des installations de consultation par le public des manuels dont se servent les fonctionnaires qui touchent le public.	х	Х
71(2)	Exempt information severed from manuals / Prélèvement des renseignements visés par une exception des manuels	Х	
72	Report to Parliament / Rapport au Parlement	Х	
77	Responsibilities conferred on the head of the institution by the Regulations made under section 77 which are not included above / Responsabilités attribuées au responsable de l'institution par règlement fait en vertu de l'article 77 qui ne sont pas incluses ci-dessus	X	Х

Appendix B

Statistical Report on the Access to Information Act

Name of institution: Canadian Human Rights Commission

Reporting period: 2014-04-01 to 2015-03-31

Part 1: Requests Under the Access to Information Act

1.1 Number of requests

	Number of Requests
Received during reporting period	39
Outstanding from previous reporting period	3
Total	42
Closed during reporting period	40
Carried over to next reporting period	2

1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	1
Business (private sector)	11
Organization	0
Public	27
Decline to Identify	0
Total	39

1.3 Informal requests

Completion Time							
1 to 15							
23	0	0	1	0	0	0	24

Note: All requests previously recorded as "treated informally" will now be accounted for in this section only.



Part 2: Requests Closed During the Reporting Period

2.1 Disposition and completion time

	Completion Time							
Disposition of Requests	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days		181 to 365 Days	More Than 365 Days	Total
All disclosed	6	0	2	2	0	0	0	10
Disclosed in part	8	5	4	4	1	0	0	22
All exempted	1	0	0	0	0	0	0	1
All excluded	0	0	0	0	0	0	0	0
No records exist	3	0	0	0	0	0	0	3
Request transferred	1	0	0	0	0	0	0	1
Request abandoned	3	0	0	0	0	0	0	3
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	22	5	6	6	1	0	0	40

2.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	0	16(2)	0	18(a)	1	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	0	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	1	16(2)(c)	0	18(d)	0	21(1)(a)	4
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	2
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	1
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	0
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	0	22	1
15(1)	0	16.1(1)(d)	0	19(1)	21	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	4
15(1) - Def.*	0	16.3	0	20(1)(b)	1	24(1)	2
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	26	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	1		
16(1)(a)(ii)	0	16.5	0	20(1)(d)	1		
16(1)(a)(iii)	0	17	1			-	
16(1)(b)	0			_			
16(1)(c)	0						
16(1)(d)	0	* I.A.: In	ternational Affa	airs Def.: Defence	e of Canada	S.A.: Subversive A	ctivities

²

2.3 Exclusions

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

2.4 Format of information released

Disposition	Paper	Electronic	Other Formats
All disclosed	0	0	7
Disclosed in part	0	0	14
Total	0	0	21

2.5 Complexity

2.5.1 Relevant pages processed and disclosed

Disposition of Requests	Number of Pages Processed	Number of Pages Disclosed	Number of Requests
All disclosed	306	254	10
Disclosed in part	14,792	12,835	22
All exempted	1,437	0	1
All excluded	0	0	0
Request abandoned	687	0	3
Neither confirmed nor			
denied	0	0	0

2.5.2 Relevant pages processed and disclosed by size of requests

		nan 100 rocessed	00 101-500 sed Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
Disposition	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
All disclosed	10	254	0	0	0	0	0	0	0	0
Disclosed in part	10	312	8	2525	0	0	4	9998	0	0
All exempted	0	0	0	0	0	0	1	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	3	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Total	20	566	8	2525	3	0	5	9998	0	0

2.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	3	0	0	0	3
Disclosed in part	5	0	0	3	8
All exempted	0	0	0	0	0
All excluded	0	0	0	0	0
Request abandoned	0	0	0	0	0
Neither confirmed nor	0	0	0	0	0
Total	8	0	0	3	11

2.6 Deemed refusals

2.6.1 Reasons for not meeting statutory deadline

Number of Requests Closed Past		Principal Reason					
the Statutory Deadline		External	Internal				
the Gtatutory Beading	Workload	Consultation	Consultation	Other			
7	1	2	2	2			

2.6.2 Number of days past deadline

Number of Days Past Deadline	Number of Requests Past Deadline Where No Extension Was Taken	Number of Requests Past Deadline Where An Extension Was Taken	Total
1 to 15 days	4	1	5
16 to 30 days	0	0	0
31 to 60 days	0	1	1
61 to 120 days	1	0	1
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	5	2	7

2.7 Requests for translation

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

Part 3: Extensions

3.1 Reasons for extensions and disposition of requests

	9(1)(a)	•)(b) Iltation	9(1)(c)
Disposition of Requests Where an Extension Was Taken	Interference With Operations	Section 69	Other	Third-Party Notice
All disclosed	0	0	3	0
Disclosed in part	1	0	5	0
All exempted	0	0	0	0
All excluded	0	0	0	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
Total	1	0	8	0

3.2 Length of extensions

	9(1)(a)	9(1 Consu	9(1)(c)	
Length of Extensions	Interference With Operations	Section 69	Other	Third-Party Notice
30 days or less	1	0	1	0
31 to 60 days	0	0	5	0
61 to 120 days	0	0	2	0
121 to 180 days	0	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
Total	1	0	8	0

Part 4: Fees

		ollected	Fee Waived	or Refunded
Fee Type	Number of Requests	Amount	Number of Requests	Amount
Application	33	\$165	3	\$15
Search	0	\$0	0	\$0
Production	0	\$0	0	\$0
Programming	0	\$0	0	\$0
Preparation	0	\$0	0	\$0
Alternative format	0	\$0	0	\$0
Reproduction	0	\$0	0	\$0
Total	33	\$165	3	\$15

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Part 5: Consultations Received From Other Institutions and Organizations

5.1 Consultations received from other Government of Canada institutions and organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during reporting period	19	380	1	1
Outstanding from the previous reporting period	0	0	0	0
Total	19	380	1	1
Closed during the reporting period	19	380	1	1
Pending at the end of the reporting period	0	0	0	0

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

Number of Days Required to Complete Con							tion Req	uests
Recommendation	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
Disclose entirely	8	0	0	0	0	0	0	8
Disclose in part	4	1	0	0	0	0	0	5
Exempt entirely	3	2	0	0	0	0	0	5
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	1	0	0	0	0	0	0	1
Total	16	3	0	0	0	0	0	19

5.3 Recommendations and completion time for consultations received from other organizations

	Numb	er of Da	ys Requi	ired to C	omplete (Consulta	tion Req	uests
Recommendation	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
Disclose entirely	1	0	0	0	0	0	0	1
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	1	0	0	0	0	0	0	1

Part 6: Completion Time of Consultations on Cabinet Confidences

6.1 Requests with Legal Services

		han 100 rocessed	101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
Number of Days	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

6.2 Requests with Privy Council Office

		Fewer Than 100 101–500 Pages Pages Processed Processed		_				-5000 rocessed	More Th Pages Pi	
Number of Days	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

Part 7: Complaints and Investigations

Section 32	Section 35	Section 37	Total
5	5	1	11

Part 8: Court Action

Section 41	Section 42	Section 44	Total
0	0	0	0

Part 9: Resources Related to the Access to Information Act

9.1 Costs

Expenditures		Amount
Salaries		\$170,657
Overtime		\$0
Goods and Services		\$14,555
Professional services contracts	\$14,555	
Other	\$0	
Total		\$185,212

9.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	2.00
Part-time and casual employees	0.14
Regional staff	0.00
Consultants and agency personnel	0.00
Students	0.00
Total	2.14

Note: Enter values to two decimal places.