

# Privy Council Office

## **Fees Report**

Fiscal year 2018 to 2019

---

The Right Honourable Justin Trudeau  
Prime Minister of Canada

© Her Majesty the Queen in Right of Canada,  
represented by the Prime Minister of Canada, 2019

Catalogue No. CP1-26E-PDF  
ISSN 2562-1580

This document is available on the Government of Canada website at [www.canada.ca](http://www.canada.ca)

This document is available in alternative formats upon request.

---

## Table of contents

About this report .....	1
Remissions .....	1
Overall totals, by fee type .....	2
Totals for fees set by act, regulation or fees notice, by fee grouping .....	2
Details on each fee set by act, regulation or fees notice .....	3
Endnotes .....	5

## About this report

This report, which is tabled under section 20 of the *Service Fees Act* and section 4.2.8 of the *Directive on Charging and Special Financial Authorities*, contains information about the fees that Privy Council Office (PCO) had the authority to charge in the 2018 to 2019 fiscal year.

This report contains information about all fees that are under PCO's authority, even if some or all of the fees are collected by another department.

The information reported includes fees that:

- fall under the *Service Fees Act*
- are exempt from the *Service Fees Act*

The information covers fees set by:

- contract
- market-base, auction or both
- act, regulation or fees notice

For fees set by the following mechanisms, the report provides totals only:

- contract
- market-base, auction or both

For fees set by act, regulation or fees notice, the report provides totals for fee groupings, as well as detailed information for each individual fee.

Although the fees charged by PCO under the *Access to Information Act* are subject to the *Service Fees Act*, they are not included in this report. Information on PCO's access to information fees for fiscal year 2018 to 2019 can be found in our access to information report, which is posted on [PCO's website](#)<sup>i</sup>.

## Remissions

A remission is a partial or full return of a fee to a fee payer who paid for a service for which a department deemed that the service standard was not met.

Under the *Service Fees Act*, departments must develop policies for determining whether a service standard has been met and for determining how much of a fee will be remitted to a fee payer. This requirement does not take effect until April 1, 2020. This report therefore includes **only** those remissions issued under PCO's enabling legislation. It does not include remissions issued under the *Service Fees Act*.

## Overall totals, by fee type

The following table presents the total revenue, cost and remissions for all fees that PCO had the authority to charge in fiscal year 2018 to 2019, by fee type.

### Overall totals for fiscal year 2018 to 2019, by fee type

Fee type	Revenue (\$)	Cost (\$)	Remissions (\$)
<b>Fees set by contract</b>	0	0	Remissions do not apply to fees set by contract.
<b>Fees set by market base, auction or both</b>	0	0	Remissions do not apply to fees set by market base, auction or both.
<b>Fees set by act, regulation or fees notice</b>	0	0	0
<b>Total</b>	0	0	0

## Totals for fees set by act, regulation or fees notice, by fee grouping

The following table presents, for each fee grouping, the total revenue, cost and remissions for all fees that PCO had the authority to charge in fiscal year 2018 to 2019 that are set by any of the following:

- act
- regulation
- fees notice

A fee grouping is a grouping of all of the fees that a department has the authority to charge for activities relating to a single business line, directorate or program.

### Inspection and Obtaining Copies of Statutory Instruments: totals for fiscal year 2018 to 2019

Fee grouping	Inspection and Obtaining Copies of Statutory Instruments		
Revenue (\$)	Cost (\$)	Remissions (\$)	
0	0	0	

## Details on each fee set by act, regulation or fees notice

Upon the adoption of the Statutory Instrument Act in 1972, Parliament provided the right to any person, upon paying the prescribed fee, to inspect and obtain copies of any statutory instrument that has been registered by the Clerk of the Privy Council.

For many decades and until the late 1990's, people used to physically go to PCO to review approved Orders in Council (OICs) and request copies. A paper version certified to be a true copy of the original OIC was provided to them upon the payment of the prescribed fee. However, with technological developments and the arrival of the Internet, approved OICs are systematically posted on PCO's [OIC website](#)<sup>ii</sup> on the third working day following their approval and they can be accessed free of charge.

As a result, collected user fees for paper versions have consistently declined over the years; in fact, no user fees have been collected since 2013–14.

<b>Fee grouping</b>	Inspection and Obtaining Copies of Statutory Instruments
<b>Fee</b>	Fees charged for inspection and obtaining of copies of statutory instruments in accordance with the Statutory Instruments Act and Regulations.
<b>Fee-setting authority</b>	<a href="#">Statutory Instruments Act</a>
<b>Year introduced</b>	1972
<b>Last year fee-setting authority was amended</b>	1993
<b>Fee type</b>	Service
<b>Fee amount (\$)</b>	\$0.10 to \$1.00
<b>Total fee revenue (\$)</b>	0
<b>Adjustment type</b>	Exempt
<b>Adjustment rate (% or formula)</b>	Exempt
<b>2020 to 2021 fee amount (\$)</b>	0
<b>Future fee-adjusted amount (\$)</b>	Not applicable
<b>Adjustment date</b>	Not applicable
<b>Fee-adjustment authority</b>	Not applicable

<b>Service standard</b>	90% of requests will be completed within 5 business days. This standard became effective as of September 2005 and is still in use.
<b>Performance result</b>	100% of requests received were completed within 5 business days, with most requests completed within 1 day of receipt.

## Endnotes

---

- i PCO website: <https://www.canada.ca/en/privy-council/services/reports/fees/2018-2019.html>
- ii Orders In Council Canada: <http://orders-in-council.canada.ca>