

# Access to Information Act

## Annual Report

**2018-19**

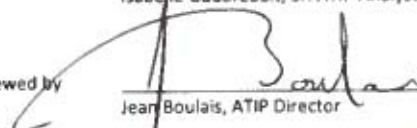
**Final**

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2019 May

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## 1. INTRODUCTION

This annual report to Parliament is prepared and tabled in accordance with section 72 of the [Access to Information Act \(ATIA\)](#). The report provides a summary of the activities related to the administration of the *ATIA* within Atomic Energy of Canada Limited (**AECL**) during the fiscal year ending March 31, 2019.

The purpose of the *ATIA* is to provide a right of access to records under the control of Canada's Federal government institutions subject to necessary exceptions that are limited and specific.

As a federal Crown corporation, AECL became subject to the *ATIA* on September 1<sup>st</sup> 2007, providing Canadian citizens, permanent residents and any person or corporation present in Canada a right to request information that relates to its general administration or its operation of any nuclear facility within the meaning of section 2 of the [Nuclear Safety and Control Act](#).

### **Mandate**

AECL's mandate is to enable nuclear science and technology and to protect the environment by fulfilling the government of Canada's radioactive waste and decommissioning responsibilities.

AECL receives funding from the Government of Canada to deliver on its mandate. As a federal Crown corporation, AECL reports to Parliament through the Minister of Natural Resources.

AECL delivers its mandate through long-term contracts with the private-sector for the management and operation of its sites. More information on AECL's activities and governance structure are available on AECL's website at [www.aecl.ca](http://www.aecl.ca).

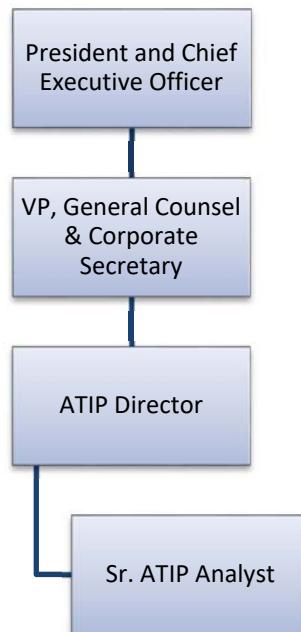
## 2. ORGANIZATIONAL STRUCTURE

AECL's Access to Information and Privacy (**ATIP**) Office, located in Ottawa, Ontario, is the focal point for the application of the ATIP legislations within AECL. The mandate of the ATIP Office is to implement and administer AECL's obligations under the *ATIA* and the [Privacy Act](#). The Office deals directly with the public and employees in relation to access to information and privacy requests, and serves as the center of ATIP expertise in enabling AECL to meet its statutory obligations under the Acts.

The ATIP Office consists of one Director and one Senior Analyst. The ATIP Director reports directly to the Vice-President, General Counsel and Corporate Secretary of AECL. The equivalent of 1.5

full time employee (FTE) was applied to *ATIA* matters and 0.5 FTE was applied to *Privacy Act* matters.

### Organizational Structure of the ATIP Office



### 3. DELEGATION ORDER

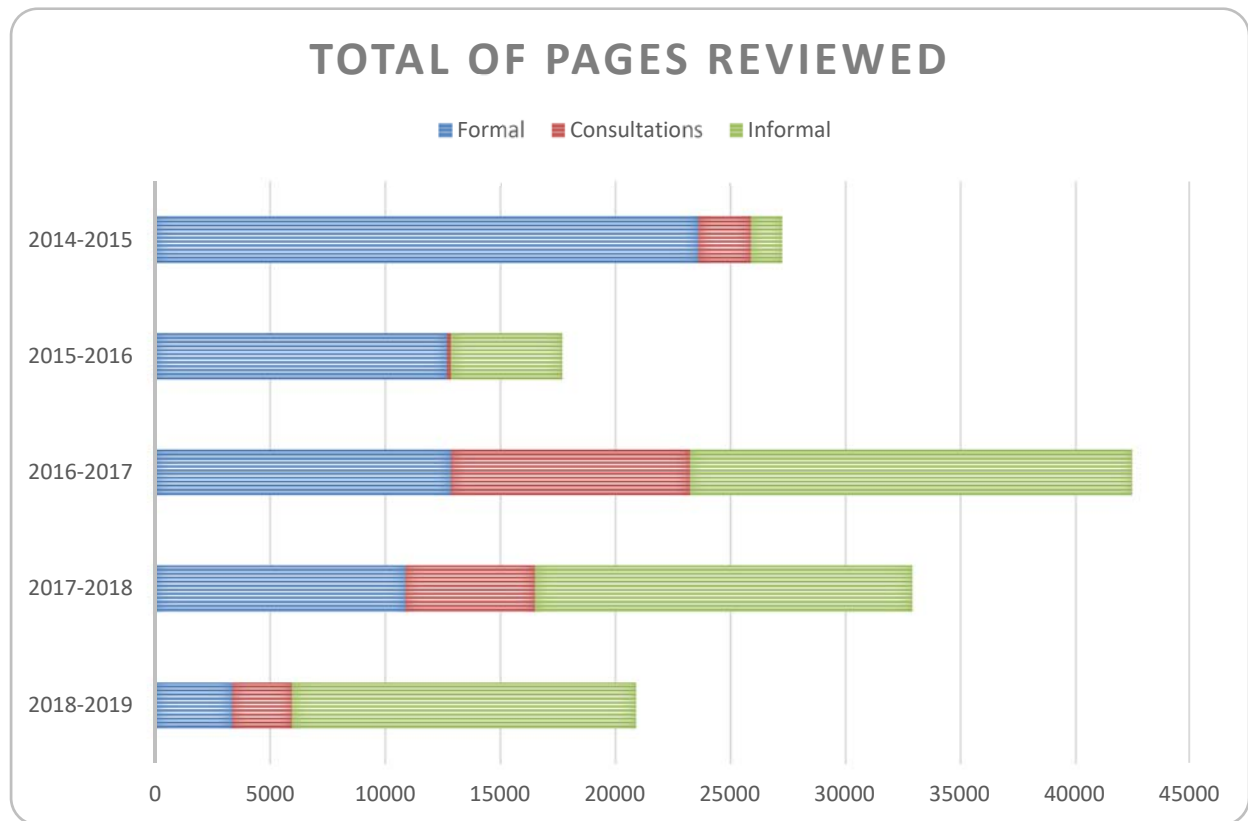
Under the *ATIA*, the President is the designated head of the institution for the purpose of administering the legislation. Section 73 authorizes the head of the institution to designate, by order, one or more officers or employees of AECL to exercise or perform any powers, duties or functions of the head of AECL that are specified in the order. As ATIP Coordinator, the ATIP Director holds full delegated authority under the *ATIA*. The signed copy of the Delegation Order is included in appendix A.

### 4. 2018-19 HIGHLIGHTS

In 2018-19, AECL received 29 new requests under the *ATIA* and 50 informal requests. AECL also received 29 requests for consultations from other government departments or other government levels.

Summaries of formal requests received can be found on the [Open Government](#) website. The subject of the requests varied from information related to the proposed Near Surface Disposal Facility, the GoCo model contracts and radiological property information.

The [Port Hope Area Initiative](#) website continues to provide the public with guidance on accessing radiological property information for properties located in the vicinity of the Port Hope Area Initiative.



AECL reviewed a total of 20,895 pages in 2018-19. 3,338 pages were from formal requests, 2,615 pages were from consultations and 14,942 pages were from informal requests.

#### 4.1 Highlights of the Statistical Report, 2018-19

The completed Statistical Report 2018-19 is included in appendix B.

#### 4.1.1 Part 1 – Requests subject to the ATIA

##### Part 1.1 - Number of Requests

AECL received 29 new requests for information under the ATIA and did not carry over outstanding ATIA requests from the previous fiscal year. Of the total 29 requests, 25 requests were completed during the fiscal year and 4 were carried over to the next fiscal year 2019-20.

##### Part 1.2 - Sources of requests

76% of the new requests received came from a public source. Details concerning the source of the requests are as follows:

Source	Percentage	Number of new requests
Media	6.9%	2
Academia	3.4%	1
Business (Private Sector)	10.4%	3
Organization	3.4%	1
Public	75.9%	22

##### Part 1.3 – Informal requests

AECL treated 50 requests informally in 2018-19. 100% of the informal requests were completed within 30 days. Forty-nine of these requests were completed within 15 days and one was treated between 16 and 30 days.

#### 4.1.2 Part 2 – Requests Closed During the Reporting Period

##### Part 2.1 - Disposition and completion time

Disposition of requests (including requests for which extension were required)	Closure time (Calendar days)				
	0-30 days	31-60 days	61-120 days	More than 121 days	Total
All disclosed	6	1	0	0	7
Disclosed in part	13	0	1	0	14
All excluded	1	0	0	0	1
Transferred or abandoned	2	0	1	0	3
<b>Total number of requests</b>	<b>22</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>25</b>
<b>Total as percentage</b>	<b>88%</b>	<b>4%</b>	<b>8%</b>	<b>0%</b>	<b>100%</b>

Of 25 requests closed in 2018-19, twenty-two (88%) were closed within the initial deadline of 30 days. Furthermore, 100% were closed within established timelines (that is, closed within the initial statutory deadline of 30 days or within an extension period provided for in the Act).

Requested information was disclosed in full without exemptions or exclusions for 7 requests. Six of these requests were disclosed in full within 30 days and one within 31 to 60 days. Additionally,

information was disclosed in part for 14 requests. Three of these requests were closed within 15 days, 10 were closed between 16 to 30 days, and one was closed within 31 to 60 days.

AECL was able to process the 25 requests as the requested information was within the organization’s custody and control. None of the requests was transferred to another federal department and 3 requests were abandoned within 120 days. A request is considered abandoned when:

- The requester formally withdraws the request;
- The administration fee to make a request was not received; or
- When the requester does not respond to a notice indicating that the request will be closed if they do not provide clarification within the specified timeline.

**Part 2.2 – Exemptions**

In cases in which access to certain information was denied, the following exemptions were cited:

Reasons	Incidences
Security (s.16(2))	7
Economic interests of Canada (s.18)	7
Personal information (s.19)	10
Operations of Government - Advice, etc. (s.21(1))	7

**Part 2.3 – Exclusions**

Other information was denied under the following exclusions:

Reasons	Incidences
Published material or material available for purchase by the public (s.68(a))	1

**Part 2.4 - Format of information released**

The format in which information has been submitted, entirely or partially, to the requesters was in paper for 11 requests and electronically for 10 requests.

**Part 2.5 – Complexity**

**Part 2.5.1 - Relevant pages processed and disclosed**

970 relevant pages were processed and fully disclosed for 7 requests. As for the 14 “Disclosed in part” requests, 2,126 pages were processed and a total of 2,029 pages were disclosed. 220 pages were processed but never disclosed for the 3 “abandoned” and 22 pages were processed but never disclosed for the one all excluded request.

**Part 2.5.2 – Relevant pages processed and disclosed by size of requests**

A total of 14 requests had fewer than 100 pages to process and a total of 209 pages were disclosed. Ten requests had between 101-500 pages to process and a total of 2,278 pages

were disclosed. One request had between 501-1,000 pages to process and a total of 512 pages were disclosed. Finally, no requests had more than 1,001 pages to process.

**Part 2.5.3 - Other complexities**

Two of the requests disclosed in-part and one “disclosed in full” required consultations with other Government institutions or third parties.

**Part 2.6 - Deemed refusals**

**Part 2.6.1 – Reasons for not meeting statutory deadline**

All requests were closed within established time-lines.

**Part 2.6.2 – Number of days past deadline**

All requests were closed within established time-lines.

**Part 2.7 - Requests for translation**

No translations were prepared during the period under review.

**4.1.3 Part 3 – Extensions**

**Part 3.1 – Reasons for extensions and disposition of requests**

In 2018-19, AECL found it necessary to extend the timeframe of 2 requests, where one was partially disclosed and 1 disclosed in full, under paragraph 9(1)(b) in order to consult other Government institutions.

**Part 3.2 – Length of extensions**

Out of the 2 requests in which paragraph 9(1)(b) was applied, 1 request was extended 30 days or less and 1 was extended between 31 to 60 days.

**4.1.4 Part 4 – Fees**

\$30.00 in application fees were collected between April 1, 2018 and March 31, 2019 for a total of 6 requests. No search, production, programming, preparation, alternate formats or reproduction fees were assessed or collected. The ATIA allows for the waiving of fees when a request is deemed to be in the public’s interest. Application fees of \$80.00 were waived for 16 requests received during the reporting period. No application fees were collected, waived or reimbursed for the 3 abandoned requests nor the 4 requests carried forward to the next reporting year.



#### **4.1.5 Part 5 – Consultations Received from Other Institutions and Organizations**

##### **Part 5.1 – Consultations received from other Government of Canada institutions and organizations**

AECL received 28 new requests for consultations from other Government institutions, 1 from other organizations and 1 was outstanding from the previous reporting year (2017-18). 29 of these consultations were closed during the reporting period and one was carried forward to the next reporting period (2019-20).

##### **Part 5.2 – Recommendations and completion time for consultations received from other Government of Canada institutions**

Of the 28 consultations received from other Government of Canada institutions, information was recommended to be disclosed in full for 15 requests within 30 days. For the 13 other requests, they were recommended to be disclosed in-part; 6 were completed within 15 days, 6 within 16 to 30 days and 1 between 61 and 120 days.

##### **Part 5.3 – Recommendations and completion time for consultations received from other organizations**

AECL received one consultation from another organization during the period of this annual report. Information of this consultation was recommended to be disclosed in full within 30 days.

#### **4.1.6 Part 6 – Completion Time of Consultations on Cabinet Confidences**

AECL did not process any Cabinet confidences in relation to requests under the *ATIA* during the reporting year.

##### **Part 6.1 Requests with Legal Services**

No consultations were required with legal services concerning Cabinet confidence during the period under review.

##### **Part 6.2 Requests with Privy Council Office**

No consultations were required with Privy Council Office concerning Cabinet confidences during the period under review.

#### **4.1.7 Part 7 – Complaints and Investigations**

**Section 32** – AECL has received one new complaint from the Information Commissioner pursuant to section 32 this fiscal year.

**Section 35** – AECL made representations to the Information Commissioner pursuant to section 35 of the *ATIA* for the two complaints originating from fiscal year 2017-18.

**Section 37** – AECL received a discontinuance letter from the Information Commissioner for one complaint originating from fiscal year 2011-12.

#### **4.1.8 Part 8 – Court Action**

No appeals were filed with the Federal Court at the end of this reporting period.

#### **4.1.9 Part 9 – Resources Related to the ATIA**

##### **Part 9.1 – Costs**

Total salary costs associated with *ATIA* activities are estimated at \$214,822 for 2018-19. Other operation and maintenance costs amounted to \$20,504 for a total of \$235,326. Included in the costs attributable to the ATIP Office are the costs accountable for the administration of the *ATIA*. These are the salary costs of individuals working on access to information activities such as processing requests, assisting the Information Commissioner with complaint investigations, processing consultation requests from other Government institutions, maintenance of the ATIP software, preparing reports or training materials, maintaining statistics, and giving awareness sessions.

##### **Part 9.2 – Human Resources**

The associated full-time equivalency (FTE) human resources was 1.5.

## **5. TRAINING AND AWARENESS**

One formal training activity was provided to two Canadian Nuclear Laboratories employees in Deep River, Ontario by the ATIP Director during the reporting period 2018-19. Additionally, informal briefings, one-on-one training, orientation and awareness sessions were given regularly by the ATIP Director during the process of retrieval and review of documents in response to *ATIA* requests.

## **6. INSTITUTION-SPECIFIC PROCEDURES**

AECL did not implement any new and/or revised institution-specific Access to Information related policies, guidelines or procedures during the reporting year 2018-19.



**7. COMPLAINTS**

AECL received one new complaint this fiscal year relating to exemptions applied. Two complaints relating to exclusions applied were carried forward again from fiscal year 2016-17 and two complaints relating to exemptions applied was carried forward from last fiscal year 2017-18. One investigation from fiscal year 2011-12 was discontinued during this reporting period. Therefore, AECL carried forward five complaints to the next fiscal year 2019-20.

**8. MONITORING PROCESSING TIME**

AECL uses Privasoft software as a tool to monitor the time required to process every access to information requests. No other monitoring was necessary or conducted during the reporting period as 100% of the requests were completed on time.

9. APPENDIX A – DELEGATION ORDER

		<b>AECL EACL</b>
<p><b>Access to Information Act and Privacy Act Delegation Order / Arrêté de délégation en vertu de la Loi sur l'accès à l'information et de la Loi sur la protection des renseignements personnels</b></p>		
<p>Pursuant to section 73 of the <i>Access to Information Act</i> and section 73 of the <i>Privacy Act</i>, the President of Atomic Energy of Canada Limited (AECL), head of AECL, hereby designates the person holding the position set out in the schedule hereto, or the person occupying on an acting basis this position, to exercise the powers, duties and functions of the President, under the provisions of the Acts and related regulations set out in the schedule opposite the position. This designation replaces all previous delegation orders.</p>		
<p>En vertu de l'article 73 de la <i>Loi sur l'accès à l'information</i> et de l'article 73 de la <i>Loi sur la protection des renseignements personnels</i>, le Président d'Énergie atomique du Canada limitée(EACL), responsable d'EACL, délègue au titulaire du poste mentionné à l'annexe ci-après, ainsi qu'à la personne occupant à titre intérimaire ledit poste, les attributions dont il est, en qualité de responsable d' EACL, investi par les dispositions de la Loi ou de son règlement mentionnées en regard du poste. Le présent document remplace et annule tout arrêté antérieur.</p>		
<b>Schedule / Annexe</b>		
<b>Position / Poste</b>	<b>Access to Information Act and Regulations / Loi sur l'accès à l'information et Règlement</b>	<b>Privacy Act and Regulations / Loi sur la protection des renseignements personnels et Règlement</b>
Director of the Access to Information and Privacy Office / Directeur, bureau de l'accès à l'information et de la protection des renseignements personnels	Full authority / Autorité absolue	Full authority / Autorité absolue
		
Richard Sexton, President and Chief Executive Officer of Atomic Energy of Canada Limited / Président et premier dirigeant d'Énergie atomique du Canada limitée		
Date <u>5/7/2018</u>		

10. APPENDIX B - STATISTICAL REPORT, 2018-19



**Statistical Report on the Access to Information Act**

Name of institution: Atomic Energy of Canada Limited

Reporting period: 2018-04-01 to 2019-03-31

**Part 1: Requests Under the Access to Information Act**

1.1 Number of requests

	Number of Requests
Received during reporting period	29
Outstanding from previous reporting period	0
<b>Total</b>	<b>29</b>
Closed during reporting period	25
Carried over to next reporting period	4

1.2 Sources of requests

Source	Number of Requests
Media	2
Academia	1
Business (private sector)	3
Organization	1
Public	22
Decline to Identify	0
<b>Total</b>	<b>29</b>

1.3 Informal requests

Completion Time							Total
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	
49	1	0	0	0	0	0	50

**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**

Disposition of Requests	Completion Time							Total
	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	
All disclosed	2	4	1	0	0	0	0	7
Disclosed in part	3	10	0	1	0	0	0	14
All exempted	0	0	0	0	0	0	0	0
All excluded	1	0	0	0	0	0	0	1
No records exist	0	0	0	0	0	0	0	0
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	1	1	0	1	0	0	0	3
Neither confirmed nor denied	0	0	0	0	0	0	0	0
<b>Total</b>	<b>7</b>	<b>15</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>

**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)	5	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	1	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	7	18(d)	1	21(1)(a)	3
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	0
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	4
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	0
15(1)	0	16.1(1)(d)	0	19(1)	10	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	0
15(1) - Def.*	0	16.3	0	20(1)(b)	0	24(1)	0
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)	0		
16(1)(a)(ii)	0	16.5	0	20(1)(d)	0		
16(1)(a)(iii)	0	17	0				
16(1)(b)	0						
16(1)(c)	0						
16(1)(d)	0						

\* I.A.: International Affairs    Def.: Defence of Canada    S.A.: Subversive Activities

**2.3 Exclusions**

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	1	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	5	2	0
Disclosed in part	6	8	0
<b>Total</b>	<b>11</b>	<b>10</b>	<b>0</b>

**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	970	970	7
Disclosed in part	2126	2029	14
All exempted	0	0	0
All excluded	22	0	1
Request abandoned	220	0	3
Neither confirmed nor denied	0	0	0

**2.5.2 Relevant pages processed and disclosed by size of requests**

Disposition	Less Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	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	3	15	4	955	0	0	0	0	0	0
Disclosed in part	7	194	6	1323	1	512	0	0	0	0
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	1	0	0	0	0	0	0	0	0	0
Request abandoned	3	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>14</b>	<b>209</b>	<b>10</b>	<b>2278</b>	<b>1</b>	<b>512</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**2.5.3 Other complexities**

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	1	0	0	0	1
Disclosed in part	2	0	0	0	2
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
<b>Total</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>

**2.6 Deemed refusals**
**2.6.1 Reasons for not meeting statutory deadline**

Number of Requests Closed Past the Statutory Deadline	Principal Reason			
	Workload	External Consultation	Internal Consultation	Other
0	0	0	0	0

**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	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

**2.7 Requests for translation**

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Part 3: Extensions**

**3.1 Reasons for extensions and disposition of requests**

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	0	0	1	0
Disclosed in part	0	0	1	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
<b>Total</b>	0	0	2	0

**3.2 Length of extensions**

Length of Extensions	9(1)(a) Interference With Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	0	0	1	0
31 to 60 days	0	0	1	0
61 to 120 days	0	0	0	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
<b>Total</b>	0	0	2	0

**Part 4: Fees**

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of Requests	Amount	Number of Requests	Amount
Application	6	\$30	16	\$80
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
<b>Total</b>	6	\$30	16	\$80

**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	28	5389	1	126
Outstanding from the previous reporting period	1	32	0	0
<b>Total</b>	29	5421	1	126
Closed during the reporting period	28	2489	1	126
Pending at the end of the reporting period	1	2932	0	0

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

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	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	
Disclose entirely	12	3	0	0	0	0	0	15
Disclose in part	6	6	0	1	0	0	0	13
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
<b>Total</b>	18	9	0	1	0	0	0	28

**5.3 Recommendations and completion time for consultations received from other organizations**

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	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	
Disclose entirely	0	1	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
<b>Total</b>	0	1	0	0	0	0	0	1

**Part 6: Completion Time of Consultations on Cabinet Confidences**

**6.1 Requests with Legal Services**

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	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
<b>Total</b>	0	0	0	0	0	0	0	0	0	0

**6.2 Requests with Privy Council Office**

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	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
<b>Total</b>	0	0	0	0	0	0	0	0	0	0

**Part 7: Complaints and Investigations**

Section 32	Section 35	Section 37	Total
1	2	1	4

**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		\$214,822
Overtime		\$0
Goods and Services		\$20,504
• Professional services contracts	\$12,447	
• Other	\$8,057	
<b>Total</b>		<b>\$235,326</b>

**9.2 Human Resources**

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	1.50
Part-time and casual employees	0.00
Regional staff	0.00
Consultants and agency personnel	0.00
Students	0.00
<b>Total</b>	<b>1.50</b>

**Note:** Enter values to two decimal places.