



Military Police  
Complaints Commission  
of Canada

Commission d'examen des plaintes  
concernant la police militaire  
du Canada

## **Access to Information Act**

Annual Report

April 1, 2021 – March 31, 2022

For an electronic version of the publication, please consult the Military Police Complaints Commission of Canada's website at [mpcc-cppm.gc.ca](http://mpcc-cppm.gc.ca).

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## 1. Introduction

### **Purpose of the *Access to Information Act***

The [Access to Information Act](#) (ATIA) provides a right of access to information in 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 ATIA is intended to complement and not replace existing procedures for access to government information and is not intended to limit in any way access to the type of government information that is normally available to the general public.

The Annual Report to Parliament on the ATIA is prepared and tabled in Parliament in accordance with [section 94 of the ATIA](#).

### **Military Police Complaints Commission of Canada**

#### **The Mandate**

The Military Police Complaints Commission of Canada (MPCC) provides independent civilian oversight of the Canadian Armed Forces (CAF) Military Police (MP) and carries out its quasi-judicial functions pursuant to the powers conferred under [Part IV of the \*National Defence Act\*](#).

The MPCC reviews and investigates complaints concerning MP conduct and investigates allegations of interference in MP investigations. The MPCC reports its findings and makes recommendations directly to the MP and national defence leadership.

#### **The Mission**

The mission of the MPCC is to promote and ensure the highest standards of conduct of MP in the performance of policing duties, and to discourage interference in any MP investigation.

## 2. Application of the *Access to Information Act*

### **Institutional Organization of Activities**

#### **The Organization**

The Military Police Complaints Commission of Canada (MPCC) is a micro-agency consisting of 29 planned full-time equivalents with an ongoing annual budget of \$4.7M.

As Deputy Head, the Chairperson is supported by the Senior General Counsel and Director General, the Senior Director of Corporate Services, the General Counsel and Senior Director of Operations, up to four part-time Governor in Council (GIC) appointed Commission Members, MPCC personnel and consultants.

The MPCC did not provide services related to access to information to other government institutions and was not party to any service agreements with other government institutions under [section 96 of the Access to Information Act](#).

### **MPCC Access to Information and Privacy (ATIP) Program**

The MPCC ATIP program provides services/products under the ATIA and *Privacy Act* (PA), but also provides services/products during the phases of large Public Interest Hearings (PIH) and investigations. Furthermore, the MPCC continues to utilize an *Access to Information Framework – Plans and Strategies* encompassing documented processes and management accountability to strengthen the integrity of the ATIP program.

### **MPCC Access to Information and Privacy Coordinator and Personnel**

The ATIP Coordinator for the MPCC is the Senior Director of Corporate Services (SDCS) who is supported by the Senior Planning and Administration Coordinator (SPAC) and the Administrative Services Officer. The MPCC also engages an ATIP consultant, as required. As such, Access to Information (ATI) requests are a shared responsibility between two delegated salaried employees, an assistant who provides administrative support and the Offices of Primary Interest (i.e. Operations, Registrar, Finance, the Records and Information Management Officer, etc.) who also perform ATIP duties in addition to their regular workload.

The main activities of the individual handling ATI requests are the following:

- Handles assigned cases, analyzes purpose/history of request, interprets legislation and determines information that may be disclosed, exempted and excluded;
- Provides advice and consultation to requesters and third-party stakeholders and MPCC management and employees, responds to questions and concerns and ensures that they have a clear understanding of legislation and MPCC policies and procedures for handling requests and other ATI related issues, including document security classification;
- Conducts research and consultations with other departments and third parties to prepare responses to requesters;
- Analyzes and provides recommendations in the preparation of exhibits for disclosure during a PIH in accordance with ATIA legislation, Open Court Principles and other related policies and procedures; and
- Prepares reports for MPCC management on ATI requests, other ATI related issues, including statistical reports and the Annual Reports for submission to Parliament and Info Source.

The MPCC does not have any regional offices.

### **3. Delegation**

Pursuant to [section 95\(1\) of the ATIA](#), the Chairperson appointed the SDCS, the SPAC and the Administrative Services Officer with the duty to exercise certain powers and to perform duties and functions under the ATIA and Regulations ([Appendix A - Access to Information Act Delegation Order](#)).

### **4. Access to Information Act Statistics**

During this review period, the MPCC received and closed ten (10) ATI requests. Of the requests received during this review period, two (2) were received from media, four (4) were received from businesses, one (1) was received from an organization and three (3) were received from the public.

Of the ten (10) ATI requests received, five (5) requests were disclosed in part, two (2) requests were transferred to another government department and three (3) were requests for which no records existed.

The MPCC responded to all ten (10) of the ATI requests within the legislated 30-day timeline.

As a small micro-organization, COVID-19 related measures did not impact the MPCC's ability to fulfil its *Access to Information Act* responsibilities.

For additional information, please refer to [Appendix B](#) and [Appendix C](#).

### **Extensions**

No extension was used under [section 9 of the ATIA](#) due to external consultations.

### **Consultations from Other Institutions**

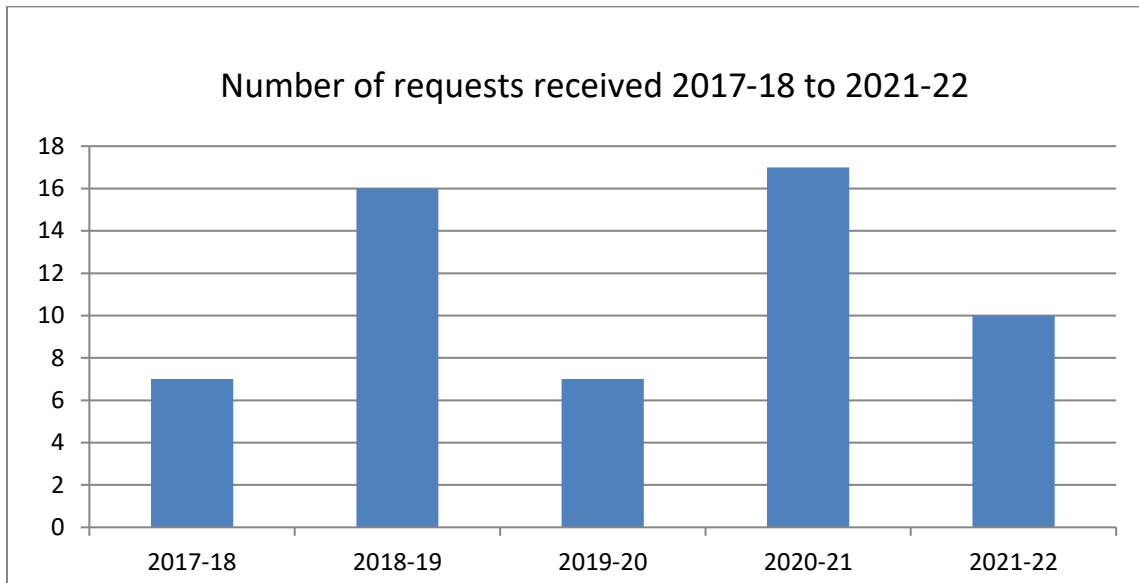
The MPCC received and closed twenty-seven (27) consultations received from other government departments within a 30-day timeframe.

### **Exemptions Invoked**

The MPCC invoked exemptions pursuant to section 19(1) (personal information), section 21(1) (operations of government), section 23 (solicitor-client privilege) and section 69 (exclusions). The MPCC did not invoke any exemptions pursuant to section 16.31 (Investigation under the *Elections Act*), section 16.6 (National Security and Intelligence Committee) and section 23.1 (Patent or Trademark privilege).

### **Multi-Year Trends**

Due to the generally small numbers of requests, it is difficult to extrapolate trends. The number of requests in 2018-19 increase significantly from 2017-18. In 2019-20, the number of requests had again decreased to the 2017-18 level. In 2020-21, the number of requests increased slightly from the 2018-19 level. In 2021-22, the number of requests again decreased.



## 5. Training

The MPCC's learning directive requires the completion of two mandatory online courses related to access to information through the Canada School of Public Service, Access to Information and Privacy Fundamentals (I015) and Fundamentals of Information Management (I301). A training session was also held for two new part-time members in September 2021.

## 6. Institutional Policies and Procedures

During the reporting period, the MPCC accepted requests using the Government of Canada's ATIP Online Request Portal that provides a centralized point of access for the public for a faster, easier and more convenient way to submit access to information or privacy requests.

The MPCC continued to use a manual Tickler system (time limit reminder) to more efficiently respond to files within legislative deadlines and a weekly review of current files. Procedures for processing Access to Information were updated and provided to staff during ATIP training sessions.

### Handling of Formal Requests

The MPCC has adopted the following process to handle formal requests:

1. Receive and acknowledge receipt of the ATIA request;
2. Create a file and register the request including capturing and updating the information in the Report on the ATIA;
3. Review the request and determine next steps;
4. Gather and review all documents including redacting the information if required;

5. Validate and approve the release of the information; and
6. Audits.

## **7. Complaints, Audits and Investigations**

No complaints were received by the Office of the Information Commissioner of Canada, no audits were conducted and no appeals concerning ATIA requests with the MPCC were filed in Federal Court during the reporting period.

## **8. Monitoring**

All ATIP requests are monitored by the SDCS/ATIP Coordinator throughout the year and information such as the statistics and time to process ATIA requests are captured in an ATIP report. This monitoring occurs from the receipt to the closure of all ATIA requests.

On a quarterly basis, the SDCS/ATIP Coordinator submits the ATIP reports (i.e. ATIA and PA Annual Reports and Statistical Reports, Info Source, Personal Information Bank etc.), to the Executive Committee as a standing agenda item. The Executive Committee consists of the Chairperson (Deputy Head), the Senior General Counsel and Director General, the SDCS/ATIP Coordinator and the General Counsel and Senior Director of Operations. The report is tabled, discussed and approved at these quarterly meetings.

**APPENDIX A**

***Access to Information Act Delegation Order***





Military Police  
Complaints Commission  
of Canada

Commission d'examen des plaintes  
concernant la police militaire  
du Canada

***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***

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The Chairperson of the Military Police Complaints Commission of Canada, pursuant to [section 73 of the Access to Information Act](#) and [section 73 of the Privacy Act](#), hereby designates the persons holding the positions set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the Chairperson as the head of Military Police Complaints Commission of Canada, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

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En vertu de l'[article 73 de la Loi sur l'accès à l'information](#) et de l'[article 73 de la Loi sur la protection des renseignements personnels](#), la présidente de la Commission d'examen des plaintes concernant la police militaire du Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire lesdits postes, les attributions dont le/la président(e) est, en qualité de responsable de Commission d'examen des plaintes concernant la police militaire du Canada, investi[e] par les dispositions de la Loi ou de son règlement mentionnées en regard de chaque poste. Le présent document remplace et annule tout arrêté antérieur.

La présidente de  
La Commission d'examen des plaintes concernant la police militaire du Canada

Hilary C. McCormack  
Chairperson  
Military Police Complaints Commission of Canada

Signed in Ottawa, Ontario, Canada this 15<sup>th</sup> day of May, 2019  
Signé à Ottawa, Ontario, Canada le 15<sup>ème</sup> jour de mai 2019

### **Access to Information Act Delegation Order**

The Chairperson of the Military Police Complaints Commission of Canada, pursuant to [section 73 of the Access to Information Act](#), hereby designates the persons holding the positions set out in the schedule hereto or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the Chairperson as the head of the Military Police Complaints Commission of Canada, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous designation orders.

### **Access to Information Act**

<b>Provision</b>	<b>Description</b>	<b>Chairperson*</b>	<b>Senior Director of Corporate Services</b>	<b>Senior Planning and Administration Coordinator</b>	<b>Administrative Services Officer</b>
4(2.1)	Responsibility of head of institution	•	•	•	•
7(a)	Notify where access requested	•	•	•	•
7(b)	Giving access to the record	•	•	•	•
8(1)	Transfer request	•	•	•	•
9	Extend time limits	•	•	•	•
10(1)(a) & (b)	Where access is refused	•	•		
11(1), (3), (4), (5), (6)	Additional Fees	•	•	•	•
12(2)(b)	Language of Access	•	•	•	•
12(3)(b)	Access in an alternative format	•	•	•	•
<b>Exemption Provisions of the Access to Information Act</b>					
<b>Provision</b>	<b>Description</b>	<b>Chairperson*</b>	<b>Senior Director of Corporate Services</b>	<b>Senior Planning and Administration Coordinator</b>	<b>Administrative Services Officer</b>
13	Exemption - Information obtained in confidence	•	•		
14	Exemption - Federal-provincial affairs	•	•		
15	Exemption - International affairs and defence	•	•		
16	Exemption - Law enforcement and investigations	•	•		
16.5	Exemption - <i>Public Servants Disclosure Protection Act</i>	•	•		
17	Exemption - Safety of Individuals	•	•		

18	Exemption - Economic interests of Canada	•	•		
19	Exemption - Personal Information	•	•		
20	Exemption - Third party information	•	•		
21	Exemption - Operations of Government	•	•		
22	Exemption - Testing procedures, tests and audits	•	•		
22.1	Exemption - Internal Audits	•	•		
23	Exemption - Solicitor-client privilege	•	•		
24	Exemption - Statutory prohibitions	•	•		
<b><i>Other Provisions of the Access to Information Act</i></b>					
<b>Provision</b>	<b>Description</b>	<b>Chairperson*</b>	<b>Senior Director of Corporate Services</b>	<b>Senior Planning and Administration Coordinator</b>	<b>Administrative Services Officer</b>
25	Severability	•	•	•	•
26	Refusal of access where information to be published	•	•	•	•
27(1), (4)	Third party notification	•	•	•	•
28(1)(b), (2), (4)	Third party notification	•	•	•	•
29(1)	Notice of decision to disclose	•	•	•	•
33	Notice to Information Commissioner of notices to third parties	•	•	•	•
35(2)(b)	Right to make representations	•	•		
37(1)(b)	Findings and recommendations of Information Commissioner	•	•	•	•
37(4)	Access to be given to complainant	•	•	•	•
43(1)	Notice to third party of application to Federal Court for review	•	•	•	•
44(2)	Notice to requester of application for review by third party	•	•	•	•

52(2)	Special rules for hearings	•	•		
53(3)	<i>Ex parte</i> representations	•	•		
71(1)	Facilities for inspection of manuals	•	•		
71(2)	Exempt information may be excluded	•	•		
72	Annual report to Parliament	•	•		
<b>Access to Information Regulations</b>					
<b>Provision</b>	<b>Description</b>	<b>Chairperson*</b>	<b>Senior Director of Corporate Services</b>	<b>Senior Planning and Administration Coordinator</b>	<b>Administrative Services Officer</b>
6(1)	Transfer of request	•	•		
7(2)	Search and preparation fees	•	•		
7(3)	Production and programming fees	•	•		
8	Method of access	•	•	•	•
8.1	Limitations in respect of format	•	•		

Dated at the City of Ottawa this 15<sup>th</sup> day of May 2019.

Hilary C. McCormack  
Chairperson  
Military Police Complaints Commission of Canada

**APPENDIX B**

**2021-22 Statistical Report on the *Access to Information Act***



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

**Name of institution:** Military Police Complaints Commission of Canada

**Reporting period:** 2021-04-01 to 2022-03-31

### Section 1: Requests Under the *Access to Information Act*

#### 1.1 Number of requests

		Number of Requests
Received during reporting period		10
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
<b>Total</b>		10
Closed during reporting period		10
Carried over to next reporting period		0
• Carried over within legislated timeline	0	
• Carried over beyond legislated timeline	0	

#### 1.2 Sources of requests

Source	Number of Requests
Media	2
Academia	0
Business (private sector)	4
Organization	1
Public	3
Decline to Identify	0
<b>Total</b>	10

#### 1.3 Channels of requests

Source	Number of Requests
Online	9
E-mail	1
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>10</b>

**Section 2: Informal Requests**

**2.1 Number of informal requests**

		Number of Requests
Received during reporting period		1
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
<b>Total</b>		<b>1</b>
Closed during reporting period		1
Carried over to next reporting period		0

**2.2 Channels of informal requests**

Source	Number of Requests
Online	0
E-mail	1
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>1</b>

**2.3 Completion time of informal requests**

Completion Time

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
0	1	0	0	0	0	0	1

**2.4 Pages released informally**

Less Than 100 Pages Released		100-500 Pages Released		501-1000 Pages Released		1001-5000 Pages Released		More Than 5000 Pages Released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
0	0	1	117	0	0	0	0	0	0





Neither confirmed nor denied	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
<b>Total</b>	6	4	0	0	0	0	0	10

## 4.2 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)	0	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)	0	16(2)(c)	0	18(d)	0	21(1)(a)	1
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)	0
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)	4	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	23.1	0
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	1	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	1		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
16(1)(c)	0						
16(1)(d)	0						

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

## 4.3 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

**4.4 Format of information released**

Paper	Electronic				Other
	E-record	Data set	Video	Audio	
0	5	0	0	0	0

**4.5 Complexity**

**4.5.1 Relevant pages processed and disclosed for paper and e-record formats**

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
231	231	5

**4.5.2 Relevant pages processed per request disposition for paper and e-record formats by size of requests**

Disposition	Less Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed
All disclosed	0	0	0	0	0	0	0	0	0	0
Disclosed in part	4	114	1	117	0	0	0	0	0	0
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	4	114	1	117	0	0	0	0	0	0

**4.5.3 Relevant minutes processed and disclosed for audio formats**

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

**4.5.4 Relevant minutes processed per request disposition for audio formats by size of requests**

Disposition	Less Than 60 Minutes Processed		60 - 120 Minutes Processed		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0

All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0

**4.5.5 Relevant minutes processed and disclosed for video formats**

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

**4.5.6 Relevant minutes processed per request disposition for video formats by size of requests**

Disposition	Less Than 60 Minutes Processed		60 - 120 Minutes Processed		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0

**4.5.7 Other complexities**

Disposition	Consultation Required	Legal Advice Sought	Other	Total
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All disclosed	0	0	0	0
Disclosed in part	0	0	0	0
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
Neither confirmed nor denied	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
<b>Total</b>	0	0	0	0



## 4.6 Closed requests

### 4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	10
Percentage of requests closed within legislated timelines (%)	100

## 4.7 Deemed refusals

### 4.7.1 Reasons for not meeting legislated timelines

Number of requests closed past the legislated timelines	Principal Reason			
	Interference with operations/ Workload	External Consultation	Internal Consultation	Other
0	0	0	0	0

### 4.7.2 Requests closed beyond legislated timelines (including any extension taken)

Number of days past legislated timelines	Number of requests past legislated timeline where no extension was taken	Number of requests past legislated timeline 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>	0	0	0

## 4.8 Requests for translation

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

## Section 5: Extensions

### 5.1 Reasons for extensions and disposition of requests

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	0	0	0	0
Disclosed in part	0	0	0	0
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
<b>Total</b>	0	0	0	0

### 5.2 Length of extensions

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

## Section 6: Fees

Fee Collected	Fee Waived	Fee Refunded
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<b>Fee Type</b>	<b>Number of Requests</b>	<b>Amount</b>	<b>Number of Requests</b>	<b>Amount</b>	<b>Number of Requests</b>	<b>Amount</b>
Application	9	\$45.00	1	\$5.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	9	\$45.00	1	\$5.00	0	\$0.00

## Section 7: Consultations Received From Other Institutions and Organizations

### 7.1 Consultations received from other Government of Canada institutions and other organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	27	10,900	0	0
Outstanding from the previous reporting period	0	0	0	0
<b>Total</b>	27	10900	0	0
Closed during the reporting period	27	10,900	0	0
Carried over within negotiated timelines	0	0	0	0
Carried over beyond negotiated timelines	0	0	0	0

### 7.2 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	14	0	0	0	0	0	0	14
Disclose in part	13	0	0	0	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>	27	0	0	0	0	0	0	27



## Section 8: Completion Time of Consultations on Cabinet Confidences

### 8.1 Requests with Legal Services

Number of Days	Fewer Than 100 Pages Processed		100-500 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

### 8.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		100-500 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

## Section 9: Investigations and Reports of finding

### 9.1 Investigations

<b>Section 32 Notice of intention to investigate</b>	<b>Subsection 30(5) Ceased to investigate</b>	<b>Section 35 Formal Representations</b>
0	0	0

## 9.2 Investigations and Reports of finding

Section 37(1) Initial Reports			Section 37(2) Final Reports		
Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner	Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
0	0	0	0	0	0

## Section 10: Court Action

### 10.1 Court actions on complaints

Section 41				
Complainant (1)	Institution (2)	Third Party (3)	Privacy Commissioner (4)	Total
0	0	0	0	0

### 10.2 Court actions on third party notifications under paragraph 28(1)(b)

<b>Section 44 - under paragraph 28(1)(b)</b>
0

## Section 11: Resources Related to the *Access to Information Act*

### 11.1 Allocated Costs

Expenditures	Amount
Salaries	\$13,133
Overtime	\$0



Goods and Services		\$2,485
• Professional services contracts	\$2,485	
• Other	\$0	
<b>Total</b>		<b>\$15,618</b>

### 11.2 Human Resources

<b>Resources</b>	<b>Person Years Dedicated to Access to Information Activities</b>
Full-time employees	0.130
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.002
Students	0.000
<b>Total</b>	<b>0.132</b>

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

**APPENDIX C**

**2021-22 Supplemental Statistical Report on the  
*Access to Information Act* and the *Privacy Act***

## Supplemental Statistical Report on the *Access to Information Act* and the *Privacy Act*

Name of institution: Military Police Complaints Commission of Canada

Reporting period: 2021-04-01 to 2022-03-31

### Section 1: Capacity to Receive Requests under the Access to Information Act and the Privacy Act

Enter the number of weeks your institution was able to receive ATIP requests through the different channels.

	Number of Weeks
Able to receive requests by mail	52
Able to receive requests by email	52
Able to receive requests through the digital request service	52

### Section 2: Capacity to Process Records under the Access to Information Act and the Privacy Act

2.1 Enter the number of weeks your institution was able to process paper records in different classification levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Paper Records	0	0	52	52
Protected B Paper Records	0	0	52	52
Secret and Top Secret Paper Records	0	0	52	52

2.2 Enter the number of weeks your institution was able to process electronic records in different

classification levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Electronic Records	0	0	52	52
Protected B Electronic Records	0	0	52	52
Secret and Top Secret Electronic Records	0	0	52	52



**Section 3: Open Requests and Complaints Under the Access to Information Act**

3.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2022	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2022	Total
Received in 2021-2022	0	0	0
Received in 2020-2021	0	0	0
Received in 2019-2020	0	0	0
Received in 2018-2019	0	0	0
Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016 or earlier	0	0	0

Total	0	0	0
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Row 8, Col. 3 of Section 3.1 must equal Row 7, Col. 1 of Section 1.1 of the 2021-2022 Statistical Report on the *Access to Information Act*

**3.2 Enter the number of open complaints with the Information Commissioner of Canada that are outstanding from previous reporting periods.**

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2021-2022	0
Received in 2020-2021	0
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016 or earlier	0
Total	0

**Section 4: Open Requests and Complaints Under the Privacy Act**

**4.1 Enter the number of open requests that are outstanding from previous reporting periods.**

	Open Requests	Open Requests	
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Fiscal Year Open Requests Were Received	that are <i>Within</i> Legislated Timelines as of March 31, 2022	that are <i>Beyond</i> Legislated Timelines as of March 31, 2022	Total
Received in 2021-2022	0	0	0
Received in 2020-2021	0	0	0
Received in 2019-2020	0	0	0
Received in 2018-2019	0	0	0
Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016 or earlier	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Row 8, Col. 3 of Section 4.1 must equal Row 7, Col. 1 of Section 1.1 of the 2021-2022 Statistical Report on the *Privacy Act*

**4.2 Enter the number of open complaints with the Privacy Commissioner of Canada that are outstanding from previous reporting periods.**

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2021-2022	0
Received in 2020-2021	0
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0

Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016 or earlier	0
Total	0

**Section 5: Social Insurance Number (SIN)**

Did your institution receive authority for a new collection or new consistent use of the SIN in 2021-2022?	No
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