

Canada Development Investment Corporation

Access to Information Act
Annual Report to Parliament

April 1, 2022 to March 31, 2023

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Introduction

The *Access to Information Act* (Revised Statutes of Canada, Chapter A-1, 1985) was proclaimed on July 1, 1983. The *Access to Information Act* gives Canadian citizens and permanent residents a broad right of access to information contained in government records, including Crown Corporations and Agencies, subject to certain specific and limited exceptions.

This Annual Report to Parliament on the *Access to Information Act* is prepared and tabled in Parliament in accordance with section 94(1) of the *Access to Information Act* and covers the period from April 1, 2022 to March 31, 2023.

Canada Development Investment Corporation (“CDEV” or the “Corporation”) became subject to the *Access to Information Act* on September 1, 2005.

CDEV was incorporated in 1982 as a federal crown corporation to provide a commercial vehicle for Government equity investment and to manage commercial holdings of the Government in the best interests of Canada, operating in a commercial manner.

CDEV is currently responsible for seven wholly-owned subsidiaries: Canada Hibernia Holding Corporation (“CHHC”), Canada Eldor Inc. (“CEI”), Canada TMP Finance Ltd. (“TMP Finance”) and its subsidiary Trans Mountain Corporation (“TMC”), Canada Enterprise Emergency Funding Corporation (“CEEFC”), Canada Growth Fund (“CGF”), and Canada Innovation Corporation (“CIC”). An Annual Report on the *Access to Information Act* has been prepared for each subsidiary.

Organizational Structure

The Corporation reports to Parliament through the Minister of Finance.

Two full-time CDEV employees are dedicated part-time to Access to Information and Privacy (“ATIP”) activities for CDEV and its subsidiaries, excluding TMC which has its own ATIP Coordinator and staff. The ATIP department consists of the ATIP Coordinator and one analyst. CDEV retains advice from external legal counsel and independent consultants as needed. CDEV currently has one independent ATIP consultant working approximately 0.25 FTEs.

Summaries of completed Access to Information requests are published on the Open Government portal monthly. The ATIP Analyst is responsible for creating and publishing monthly request summaries and travel and hospitality expenses. As well, the Analyst posts reports tabled in Parliament (such as annual reports or corporate plan summaries) in a timely manner to respect the legislated timelines. The Chief Financial Officer reviews and approves the monthly travel and hospitality disclosures, as well as the reports tabled in Parliament before they are published on the website. The ATIP Coordinator reviews and approves monthly *Access to Information Act* summaries and Annual Reports before they are published.

The Corporation is party to management service agreements with its subsidiaries under section 96 of the Act. These management service agreements include the provision of Access to Information and Privacy services, where CDEV processes requests for these subsidiaries, if any.

Delegation Order

The Delegation of Authority Order (Appendix A) is reviewed annually by the head of the organization. The authority to approve or deny the release of departmental information requested under the *Act* is shared by the Chief Executive Officer and the ATIP Coordinator.

Performance and Highlights of the 2021-2022 Statistical Report

Appendix B provides a summarized statistical report on the *Access to Information Act* from April 1, 2022 to March 31, 2023.

Twenty-one new requests were received in the period and five were carried over from the previous fiscal year. Twenty-four requests were closed on or before March 31, 2023 and two were carried over to the next reporting period within the statutory timeline. Most of the requests were in relation to projects undertaken by the Corporation that were of interest to the general public. All twenty-four of the closed formal requests were within the statutory timeline, resulting in an overall timeline compliance rate of 100%.

Seven formal request, or 29% of all requests, resulted in the partial release of record. No requests, or 0%, were released in full. Twelve requests, or 50% of all requests, resulted in no responsive records. Five requests, or 21% of all requests, were transferred to another institution.

Formal requests have been trending upwards over the last five years, with 6 requests closed in 2017-18, 5 requests closed in 2018-19, 13 requests closed in 2019-20, 15 requests closed in 2020-21, 9 requests closed in 2021-2022, and 24 requests closed in this reporting period.

Five formal requests received in 2021-2022 were carried over to the 2022-2023 reporting period. No active requests are outstanding from previous reporting periods.

No active complaints are outstanding from previous reporting periods, and none were received during the current reporting period.

During the reporting period exemptions were invoked under sections 16(2)(c), 17, 18(b), 19(1), 20(1)(b), 20(1)(c), 20(1)(d), 21(1)(a), 21(1)(b), 21(1)(c), 21(1)(d) and 23. These exemptions are the most commonly used by the Corporation due to the nature of the business. Records were also excluded under section 69(1).

Six out of twenty-four requests were completed within 1 to 15 days. Thirteen requests were completed within 16 to 30 days. Two requests were completed within 61 to 120 days. One request was completed within 121 to 180 days and two requests were completed within 181 to 365 days.

Extensions were taken on five requests pursuant to section 9(1)(a). Three of these requests were extended for 61 to 120 days. Two requests were extended for 181 to 365 days. These two extensions were also taken pursuant to section 9(1)(b).

The Corporation received seventeen formal consultation requests from other government institutions. No formal consultation requests were carried over from the previous reporting period. A total of 769 pages were reviewed. The Corporation's advice back to the government institutions was to generally release the records, subject to certain exemptions and exclusions. All seventeen were completed within 1 to 15 days.

Operations were not impacted by COVID-19 during this reporting period.

A Supplementary Statistical Report is included in this report.

Training and Awareness

CDEV management meets regularly with the ATIP office to discuss specific requests and consultations as required. Management are briefed on the status of files and reporting requirements on a regular basis. Summaries of formal and informal ATIP requests as well as consultations and any complaints if any for CDEV and its subsidiaries are presented to the board of directors at least annually.

ATIP training was provided to all staff as well as directors of CDEV and its subsidiaries in June 2023. Two sessions were held, the first being a general information session and the second being an in-depth briefing targeted dominantly at the offices of primary interest. More than 20 employees and directors attended in total.

Informal briefings, and one-on-ones, are scheduled as needed. All staff are informed by email as soon as a new request is received.

Policies, Guidelines, Procedures and Initiatives

ATIP policies, guidelines, procedures and initiatives are reviewed regularly. Changes in technology and software options are considered as they become available.

There were no changes to policies, guidelines or procedures during the reporting period.

Proactive Publication under Part 2 of the ATIA

CDEV is an agent Crown corporation listed in Schedule III, Part II of the *Financial Administration Act*. CDEV is subject to proactive publication requirements pursuant to sections 82, 83 and 84 of the ATIA. Travel and Hospitality expenses are published within 30 days after the end of the month of reimbursement and reports tabled in Parliament are published within 30 days after tabling. These are published on CDEV's website in both official languages (<https://cdev.gc.ca/reports-expenses-meetings/>). During the reporting period, the institution published 100% of the proactive publications requirements materials within the legislated timelines.

Monthly summaries of completed requests under the Access to Information Act are published on the Open Government website (<https://open.canada.ca/en/search/ati>) in accordance with the legislative timeline.

CDEV regularly tracks the Travel and Hospitality management expenses to allow for an accurate preparation of proactive disclosure.

Initiatives and Projects to Improve Access to Information

In addition to traditional methods of receiving requests such as mail and electronic mail, CDEV uses ATIP Online Management Tools ("AOMT") to receive requests from the public.

CDEV utilizes Access Pro Case Management Redaction software as needed to process requests

and apply relevant redactions if and when necessary.

CDEV's website contains a section dedicated to Access to Information and Privacy, where individuals can learn about CDEV's activities and make a request for information.

Summary of Key Issues and Actions Taken on Complaints

No complaints were filed with the Information Commissioner of Canada against the Corporation in 2022-2023 and there are no active complaints outstanding from previous reporting periods.

Monitoring Compliance

Outstanding requests are reviewed regularly to ensure the file is current and processing times are met. The ATIP department holds weekly meetings to ensure that all files are being processed efficiently, timely and in accordance with the Act.

ATIP office uses file trackers and calendar reminders; files are kept and updated to ensure that all requests and their deadlines, as well as any extensions, are being accurately tracked and respected. Requests are reviewed to determine whether consultations are necessary and are taken only when required for the proper exercise of discretion or if there is an intention to disclose. Where information is requested and similar requests have been made, we will refer the requestor to these previous releases as well.

AOMT is accessed every Monday and Friday by the ATIP department to make sure that all new requests have been noted and accounted for.

Summaries of the completed requests under the *Access to Information Act*, that are published on the Open Government portal monthly, are verified for accuracy before, and once they have been published. In case of any discrepancies, relevant corrections are made.

Proactive disclosure of travel and hospitality expenses of CDEV, and subsidiaries, are senior management reviewed, and posted, on a monthly basis on the CDEV corporate website.

Appendix A – Access to Information Act Designation Order

DESIGNATION/ DÉLÉGATION

*ACCESS TO INFORMATION ACT/
LOI SUR L'ACCÈS À L'INFORMATION*

Access to Information Act Designation Order

By this order made pursuant to section 95 of the *Access to Information Act*, I hereby authorize those officers and employees of the Canada Development Investment Corporation and subsidiaries (excluding Trans Mountain Corporation) occupying, on an acting basis or otherwise, the positions identified within the attached schedule to perform on my behalf any of the powers, duties, or functions specified therein.

This designation replaces and repeals all previous orders.

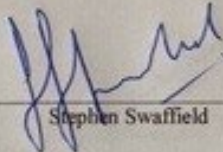
Dated in Vancouver on this 6th day of September 2021

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information

Par le présent arrêté pris en vertu de l'article 95 de la *Loi sur l'accès à l'information*, j'autorise les agents et les employés du Corporation de développement des investissements du Canada et les filiales (sauf la Corporation Trans Mountain) occupant, par intérim ou autrement, les postes identifiés dans l'annexe ci-jointe à exercer en mon nom, les attributions, les fonctions et les pouvoirs qui y sont spécifiés.

Le présent document remplace et annule tous les arrêtés antérieurs.

Fait à Vancouver en ce 6th jour en septembre 2021



Stephen Swaffield

Chairperson - Canada Development Investments Corporation /
Le Président - Corporation de développement des investissements du Canada

Schedule 1**Designation Order – Access to Information Act**

Powers, duties, or functions	Section	CEO	ATIP Coordinator
Reasonable effort to assist applicants, respond accurately and completely and provide timely access in the format requested	4(2.1)	yes	yes
To give notice to applicant that access will be given	7(a)	yes	yes
To give access to the record	7(b)	yes	yes
To transfer to another institution or to accept transfer from another institution and to give notice to applicant	8(1)	yes	yes
To extend time limit and give notice	9	yes	yes
No records exist	10	yes	yes
To waive the requirement to pay a fee	11(2)	yes	yes
To determine whether a record should be translated	12(2)	yes	yes
To determine whether a record should be provided in an alternative format	12(3)	yes	yes
To refuse to disclose a record referred to in that section	13	yes	yes
To refuse to disclose a record referred to in that section	14	yes	yes
To refuse to disclose a record referred to in that section	15	yes	yes
To refuse to disclose a record referred to in that section	16	yes	yes
To refuse to disclose a record referred to in that section	16.5	yes	yes
To refuse to disclose a record referred to in that section	17	yes	yes
To refuse to disclose a record referred to in that section	18	yes	yes
To refuse to disclose a record referred to in that section	18.1	yes	yes
To refuse to disclose a record referred to in that section	19	yes	yes

To refuse to disclose a record referred to in that section	20(1)	yes	yes
To refuse to disclose a record referred to in that section	20(2)	yes	yes
To disclose part of a record referred to in that subsection and provide written explanation	20(3)	yes	yes
To disclose, with the consent of third party, a record referred to in subsection 20(1)	20(5)	yes	yes
To disclose, in the public interest, a record referred to in paragraphs 20(1)(b),(c) or (d)	20(6)	yes	yes
To refuse to disclose a record referred to in that subsection	21(1)	yes	yes
To refuse to disclose a record referred to in that section	22	yes	yes
To refuse to disclose a record referred to in that section	22.1	yes	yes
To refuse to disclose a record referred to in that section	23	yes	yes
To refuse to disclose a record referred to in that section	24	yes	yes
To disclose information that can reasonably be severed	25	yes	yes
To refuse to disclose a record referred to in that section	26	yes	yes
To give to third party notice of intent to disclose	27(1)	yes	yes
To extend time limit set out in 27(1)	27(4)	yes	yes
To decide on disclosure after third party representation and to give notice of decision to third party	28(1)	yes	yes
To waive requirement for written representations	28(2)	yes	yes
To give access unless review of decision is requested	28(4)	yes	yes

To advise the Information Commissioner of any third party who received notification or, if the document had been disclosed, would have received notification	33	yes	yes
To make representations to the Information Commissioner	35(2)	yes	yes
To give notice to the Information Commissioner that access to a record will be given	37(4)	yes	yes
To give notice to a third party of application for Court review	43(2)	yes	yes
To give notice to applicant that third party has applied for Court review	44(2)	yes	yes
To request hearing in the National Capital Region	52(2)	yes	yes
To request opportunity to make representations <i>ex parte</i>	52(3)	yes	yes
To carry out responsibilities conferred on the Head of the Institution by regulations made under section 71 which are not included above	71	yes	yes
Publish travel expenses	82	yes	yes
Publish hospitality expenses	83	yes	yes
Publish tabled reports	84	yes	yes
Exempt information from publication	90	yes	yes
To prepare annual report for submission to Parliament	94	yes	yes
Provide services to another government institution	96	yes	yes

Appendix B – Statistical Report on the *Access to Information Act*

**Statistical Report on the Access to Information Act**Name of institution: Canada Development Investment CorporationReporting period: 4/1/2022 to 3/31/2023**Section 1: Requests Under the Access to Information Act****1.1 Number of requests**

		Number of Requests
Received during reporting period		21
Outstanding from previous reporting periods		5
• Outstanding from previous reporting period	5	
• Outstanding from more than one reporting period	0	
Total		26
Closed during reporting period		24
Carried over to next reporting period		2
• Carried over within legislated timeline	2	
• Carried over beyond legislated timeline	0	

1.2 Sources of requests

Source	Number of Requests
Media	1
Academia	2
Business (private sector)	1
Organization	0
Public	9
Decline to Identify	8
Total	21

1.3 Channels of requests

Source	Number of Requests
Online	20
E-mail	0
Mail	1
In person	0
Phone	0
Fax	0
Total	21

Section 2: Informal Requests**2.1 Number of informal requests**

		Number of Requests
Received during reporting period		23
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
Total		23
Closed during reporting period		14
Carried over to next reporting period		9

2.2 Channels of informal requests

Source	Number of Requests
Online	0
E-mail	23
Mail	0
In person	0
Phone	0
Fax	0
Total	23

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
1	2	10	0	1	0	0	14

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	0	0	0	0	0	0	0	0

2.5 Pages re-released informally

Less Than 100 Pages Re-released		100-500 Pages Re-released		501-1000 Pages Re-released		1001-5000 Pages Re-released		More Than 5000 Pages Re-released	
Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released
7	71	7	1711	0	0	0	0	0	0

Section 3: Applications to the Information Commissioner on Declining to Act on Requests

	Number of Requests
Outstanding from previous reporting period	0
Sent during reporting period	0
Total	0
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

Section 4: Requests Closed During the Reporting Period

4.1 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	0	0	0	0	0	0	0	0
Disclosed in part	0	2	0	2	1	2	0	7
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	1	11	0	0	0	0	0	12
Request transferred	5	0	0	0	0	0	0	5
Request abandoned	0	0	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
Total	6	13	0	2	1	2	0	24

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)	3	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	4	18(d)	0	21(1)(a)	3
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	4
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)	4
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)	2	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	1
15(1) - Def.*	0	16.3	0	20(1)(b)	1	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	2				
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)	1	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	7	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
6131	638	7

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	3	98	2	329	0	0	2	5704	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
Total	3	98	2	329	0	0	2	5704	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
Total	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
Total	0	0	0	0	0	0

4.5.7 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Other	Total
All disclosed	0	0	0	0
Disclosed in part	5	0	0	5
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
Total	5	0	0	5

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	24
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
Total	0	0	0

4.8 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
Total	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	5	0	2	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
Total	5	0	2	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	3	0	0	0
121 to 180 days	0	0	0	0
181 to 365 days	2	0	2	0
365 days or more	0	0	0	0
Total	5	0	2	0

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	21	\$105.00	0	\$0.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
Total	21	\$105.00	0	\$0.00	0	\$0.00

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
Total	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
Total	0	0	0	0	0	0	0	0	0	0

Section 9: Investigations and Reports of finding

9.1 Investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal Representations
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)

Section 44 - under paragraph 28(1)(b)
0

Section 11: Resources Related to the Access to Information Act**11.1 Allocated Costs**

Expenditures		Amount
Salaries		\$39,950
Overtime		\$0
Goods and Services		\$27,280
• Professional services contracts	\$27,280	
• Other	\$0	
Total		\$67,230

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.376
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.094
Students	0.000
Total	0.470

Note: Enter values to three decimal places.

Appendix C – Supplemental Statistical Report on the *Access to Information Act* and *Privacy Act*

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

Name of institution: Canada Development Investment Corporation

Reporting period: 2022-04-01 to 2023-03-31

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, 2023	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	2	0	2
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	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	2	0	2

Row 11, Col. 3 of Section 3.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 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 2022-2023	0
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	0
Received in 2014-2015	0
Received in 2013-2014 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.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2023	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	0	0	0
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	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	0	0	0

Row 11, Col. 3 of Section 4.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 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 2022-2023	0
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	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	0

Section 5: Social Insurance Number

Has your institution begun a new collection or a new consistent use of the SIN in 2022-2023?	No
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Section 6: Universal Access under the Privacy Act

How many requests were received from confirmed foreign nationals outside of Canada in 2022-2023?	0
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Row 1, Col. 1 of Section 6 must be equal to or less than Row 1, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Privacy Act*