



**National Gallery
of Canada**

**Musée des beaux-arts
du Canada**

Annual Report

Access to Information Act

April 1, 2020 to March 31, 2021

Table of Contents

Introduction.....	1
Organizational Structure and Delegation Order	1
Performance 2020-2021	3
Training and Awareness.....	7
Policies, Guidelines, Procedures, and Initiatives.....	7
Summary of Key Issues and Actions Taken on Complaints or Audits.....	7
Monitoring Compliance.....	7
Additional Information	7
Appendix 1 – <i>Access to Information Act</i> Delegation Order	7
Appendix 2 – Statistical Report on the <i>Access to Information Act</i> and Supplemental ATIP Statistical Report.....	8

Introduction

Purpose of the Access to Information Act

The *Access to Information Act* (“the Act”) provides Canadian citizens, permanent residents and any individual or corporation present in Canada the right to access information in records under the control of a government institution, in accordance with the principle 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.

Section 94 of the Act requires that the head of every government institution submit an annual report on the administration of this Act within the institution during the period beginning on April 1 of the preceding year and ending on March 31 of the current year. This report describes how the National Gallery of Canada (“the Gallery”) administered the Act from April 1, 2020 to March 31, 2021. The Annual Report is prepared and tabled in Parliament in accordance with section 94 of the Act.

NGC Background

The National Gallery of Canada was founded in 1880 by the then-Governor General, the Marquess of Lorne, in concert with the Royal Canadian Academy of Arts. With the enactment of the 1913 *National Gallery of Canada Act*, the federal government assumed responsibility for the Gallery. The federal government continued its stewardship through successive Acts of Parliament, culminating with the *Museums Act* of July 1, 1990, which established the Gallery as a Crown corporation.

NGC Mandate

As per the *Museums Act*, 1990, c. 5, the National Gallery of Canada’s mandate is *to develop, maintain, and make known, throughout Canada and internationally, a collection of works of art, both historic and contemporary, with special, but not exclusive, reference to Canada, and to further knowledge, understanding, and enjoyment of art in general among all Canadians.*

Organizational Structure and Delegation Order

For the first half of the reporting period, activities relating to the *Access to Information Act* were managed on a part-time basis by the Director, Corporate Secretariat and Ministerial Liaison, who serves as the Gallery’s Access to Information and Privacy (ATIP) Coordinator, and to whom the Director and CEO has delegated all the powers, duties, and functions for the administration of the Act. A copy of the signed and dated Delegation Order that was in effect at the end of the reporting period is attached as Appendix 1. Upon the departure of the Director, and for the

remainder of the reporting period, a senior member of the Corporate Secretariat and Ministerial Liaison assumed the role of A/ATIP Coordinator.

Both the ATIP Coordinator and A/ATIP Coordinator were assisted in their duties by the Executive Assistant and ATIP Administrative Officer, and by an external consultant who provides services on a project basis.

The ATIP Coordinator position is responsible for the following activities:

- processing formal requests under the *Access to Information Act* and *Privacy Act* (together “the Acts”), as well as informal requests for information and consultation requests from other government institutions;
- providing ongoing advice and guidance to senior management and Gallery staff on access to information and privacy legislation and related policies, privacy risk management activities, and other related matters;
- monitoring Gallery compliance with the Acts, regulations and relevant policies and procedures;
- acting, on behalf of the Gallery, in dealings with the Treasury Board of Canada Secretariat (TBS), the Offices of the Information Commissioner and Privacy Commissioner, as well as other government institutions, regarding the administration of the Act as it relates to the Gallery;
- preparing annual reports to Parliament, in addition to other statutory reports and material that may be required by central agencies;
- coordinating the annual update to *Info Source* and informing TBS of any changes to the Gallery’s Personal Information Banks (PIBs);
- promoting awareness of the Acts, regulations, and relevant procedures throughout the Gallery; and
- participating in government-wide forums for the ATIP community, including TBS community and ATIP Coordinator meetings, as well as ad-hoc working groups and training sessions.

Section 96 of the Act authorizes a government institution to provide services related to any power, duty or function conferred or imposed on the head of a government institution under the Act to another government institution that is presided over by the same Minister or that is under the responsibility of the same Minister and may receive such services from any other such government institution. Such services may be provided only if the government institution enters into a written agreement with the other institution. During the reporting period, the Gallery was not party to any agreement pursuant to section 96 of the Act.

Performance 2020-2021

This section includes information about the processing of requests under the *Access to Information Act* in 2020-21 and an interpretation of the 2020-21 Statistical Report found at Appendix 2.

Section 1: Requests Received

Formal Requests

<i>Number of Requests</i>	2020-2021	2019-2020	2018-2019
Received during the reporting period	8	1	21
Outstanding from previous period	1	0	1
TOTAL (All requests)	9	1	22

The Gallery received eight formal requests for information under the Act during the reporting period. The number of requests in 2020-21 represents a significant increase of 700% requests received over the 2019-20 reporting period, however a decrease of 62% over 2018-19.

As one request was carried over from the 2019-20 reporting period, the Gallery had a total of nine active requests during 2020-21.

Informal Requests

During the reporting period, the Gallery received 14 informal requests for information, a significant increase from the three informal requests received in 2019-20, and an increase from the 11 requests received in 2018-19. The 14 informal requests received were completed during the reporting period.

Section 2: Requests Closed During the Reporting Period

Legislated Timelines and Completion Times

Of the Gallery's nine active requests, eight were completed of which six were closed within the legislated timelines stipulated by the Act. The percentage of requests closed within legislated timelines was therefore 75%.

The following are the completion times for the eight completed requests:

- One request was completed within 1 to 15 days.
- Two requests were completed within 16 to 30 days.

- Two requests were completed within 31 to 60 days.
- One request was completed within 121 to 180 days.
- Two requests were completed within 181 to 365 days.

Extensions

Section 9 of the Act provides for the extension of the statutory time limits if consultations are necessary or if the request is for a large volume of records and processing the request within the original time would unreasonably interfere with the operations of the institution.

Of the eight completed requests, four required an extension for interference to operations and two required an extension for consultations.

Disposition of Requests

Of the eight completed requests, two were “all disclosed” (i.e. no information was withheld from disclosure) and five were “disclosed in part” (i.e. some information was exempt from disclosure). As such, 25% of completed requests were all disclosed, while 62.5% of requests were disclosed in part.

Exemptions

The Statistical Reports identify the number of requests for which specific types of exemptions were invoked. If the Gallery applied two different exemptions to a request, one exemption under each relevant section is reported. If the same exemption was claimed several times in the same request, it is captured only once in the statistics.

Exemptions invoked	2021-21	2019-20	2018-19
Section 15(1)	1	0	0
Section 16(2)	1	0	5
Section 16(2)(c)	0	0	0
Section 18(a)	6	0	4
Section 18(b)	5	0	8
Section 18(d)	1	0	0
Section 19(1)	6	0	12
Section 20(1)(b)	4	0	4
Section 20(1) (c)	3	0	5
Section 20(1)(d)	1	0	0
Section 21(1) (a)	3	0	7
Section 21(1) (b)	4	0	8
Section 22	0	0	0
Section 23	2	0	1
Section 24(1)	0	0	1
Total:	37	0	55

Exclusions

The Act does not apply to published material pursuant to section 68 and to Confidences of the Queen’s Privy Council pursuant to Section 69. No exclusions were invoked during the reporting period.

Relevant Pages Processed and Disclosed

For the eight completed requests, 3775 pages were processed, and 3775 pages were either all disclosed or disclosed in part. Of note, the number of pages processed as reported in the Statistical Report does not include pages that required review for relevancy, scope, or duplicates, and does not consider work conducted on active requests. Accordingly, the number of pages reviewed by the ATIP Office was significantly higher than what is captured in the Statistical Report.

COVID-19 Related Impacts

During the reporting period, COVID-19 had minimal impact to access to information operations. As reported in the Supplemental Statistical Report at Appendix 2, the Gallery maintained either partial or full capacity to process records in different formats and levels of security. The Gallery also had the ability to receive requests through its regular channels (i.e. mail or email) for the entire reporting period.

Section 3: Fees

Application fees collected during the reporting period amounted to \$25.00, while \$15.00 in application fees were waived by the Gallery.

Section 4: Consultations Received from Other Institutions and Organizations

The number of consultations received by the Gallery in 2020-21 reflected an increase over the last two reporting periods, as referenced in the following table:

Number of Consultations	2020-21	2019-20	2018-20
Received during the reporting period	6	0	4
Total	6	0	4

The six consultations consisted of 46 pages requiring review and recommendations to the consulting institution. All consultations were closed during the reporting period.

Section 5: Completion Time of Consultations on Cabinet Confidences

There were no consultations on Cabinet confidences.

Section 6: Complaints, Audits, and Investigations

One complaint was received regarding a request for which an extension for interference to operations was taken to the statutory deadline. Further to investigation, the complaint was deemed to be not well-founded.

No other complaints, investigations or audits were received or carried out during the reporting period.

Section 7: Court Action

As was the case for the last three fiscal years, there were no complaints concerning the Gallery that were subject to court action during the 2020-21 reporting period.

Section 8: Resources

Costs

For 2020-21, the cost directly associated with the administration of the *Access to Information Act* was estimated at \$88,946.00, an increase of 96.5% when compared to 2019-20 (\$45,255.00), and a slight decrease of 6% when compared to the \$94,766 reported for the 2018-19 fiscal year.

Human Resources

The Access to Information (ATI) function is estimated to have had 0.563-full time equivalent (FTE) dedicated to it throughout 2020-21, an increase over the 0.25 FTE reported in 2019-20, and a decrease over the 0.63 FTE reported for 2018-19.

The 0.563 FTE for 2020-21 consisted of 0.319 FTE for full-time employees and 0.244 FTE for consultants and agency personnel.

Training and Awareness

Three training sessions were delivered by an external consultant on general access to information and privacy requirements. Ten staff from the Library, Collections Management and ATIP Office departments attended the sessions.

Policies, Guidelines, Procedures, and Initiatives

No new or revised institution-specific policies, guidelines, or procedures related to access to information were implemented during the reporting period.

Summary of Key Issues and Actions Taken on Complaints or Audits

One complaint was received regarding a time extension and was deemed not well-founded. Accordingly, there were no key issues or actions to address because of the investigation.

No audits were carried out or concluded during the reporting period in relation to the Gallery's administration of the Act.

Monitoring Compliance

Requests are regularly monitored through a tracking log, which captures detailed information concerning the timeline of each request. As the Gallery receives a modest number of requests each year, its monitoring of the time required to process information requests is a straightforward exercise.

Additional Information

Whenever possible, information is provided informally to the public. For example, both the Communications Division and Visitor Services respond to many requests for information from the media and the public, respectively. The Gallery's website also serves as a valuable source of information about the institutions, and its programs, services, and activities.

Appendix 1 – *Access to Information Act* Delegation Order

Appendix 2 – Statistical Report on the *Access to Information Act* and Supplemental ATIP Statistical Report

The Director of the National Gallery of Canada, as designated head of the institution by virtue of Order-in-Council and pursuant to section 73 of the *Access to Information Act* (the *Act*) hereby designates the persons holding the positions set out herein or the persons occupying those positions on an acting basis, to exercise the powers, duties or functions of the Director as the head of a government institution, under the section or sections of the *Act* set out hereunder opposite each position.

Position	<i>Access to Information Act</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	4(2.1)	Reasonable effort to assist, respond accurately and completely and provide timely access in the format requested
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	7(a)	Notice where access requested
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	7(b)	Giving access to record
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	8(1)	Transfer of request to another institution
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	9	Extension of time limits
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	11(2), (3), (4), (5), (6)	Additional fees

Position	<i>Access to Information Act</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	12(2)	Language of access
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	12(3)	Access in an alternative format
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	13	Exemption—Information obtained in confidence
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	14	Exemption—Federal–provincial affairs
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	15	Exemption—International affairs and defence
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16	Exemption—Law enforcement and investigations
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16.1	Exemption—Records related to investigations, examinations and audits of the Auditor General, the Commissioner of Official Languages, the Information Commissioner and the Privacy Commissioner

Position	<i>Access to Information Act</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16.2	Exemption—Records related to investigations by the Commissioner of Lobbying
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16.3	Exemption—Records related to investigations, examinations or reviews under the Canada Elections Act
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16.31	Exemption—Records related to investigations, under the Canada Elections Act
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16.4	Exemption—Records related to investigations by the Public Sector Integrity Commissioner
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16.5	Exemption—for records related to a disclosure under the Public Servants Disclosure Protection Act
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	16.6	Exemption—for records related to the National Security and intelligence Committee
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	17	Exemption—Safety of individuals
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	18	Exemption—Economic interests of Canada

Position	<i>Access to Information Act</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	18.1	Exemption—Economic interest of the Canada Post Corporation, Export Development Canada, the Public Sector Pension Investment Board and VIA Rail Canada Inc.
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	19	Exemption—Personal information
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	20	Exemption—Third party information
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	20.1	Exemption—Third party information obtained by the Public Sector Pension Investment Board
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	20.2	Exemption—Third party information obtained by the Canada Pension Plan Investment Board
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	20.4	Exemption—Contracts of performing artists and identity of confidential donors to the National Arts Centre Corporation
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	21	Exemption—Operations of Government
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	22	Exemption—Testing procedures

Position	<i>Access to Information Act</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	22.1	Exemption—Audit working papers and draft audit reports
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	23	Exemption—Solicitor-client privilege
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	23.1	Exemption—Patent or trademark privilege
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	24	Exemption—Statutory prohibitions
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	25	Severability
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	26	Exception—Information to be published
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	27(1), (4)	Third party notification
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	28(1), (2), (4)	Third party notification

Position	<i>Access to Information Act</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	29(1)	Disclosure on recommendation of Information Commissioner
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	33	Advising Information Commissioner of third party involvement
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	35(2)	Right to make representations
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	37(4)	Access to be given to complainant
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	43(1)	Notice to third party (application to Federal Court for review)
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	44(2)	Notice to applicant (application to Federal Court by third party)
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	52(2), (3)	Special rules for hearings
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	71(1) (2)	Exempt information severed from manuals

Position	<i>Access to Information Act</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	72	Prepare annual report to Parliament
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	77	Responsibilities conferred on the head of the institution by the regulations made under section 77 which are not included above

Position	<i>Access to Information Regulations</i>	
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	6(1)	Transfer of request
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	7(2)	Search and preparation fees
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	7(3)	Production and programming fees
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	8	Providing access to record(s)
Access to Information and Privacy Coordinator as well as Vice President, Corporate & Public Affairs and Marketing	8.1	Limitations in respect of format

Dated at Ottawa on May 20, 2021



Sasha Suda, PhD
Director and CEO, National Gallery of Canada



Statistical Report on the Access to Information Act

Name of institution: The National Gallery of Canada

Reporting period: 4/1/2020 to 3/31/2021

Section 1: Requests Under the Access to Information Act

1.1 Number of requests

	Number of Requests
Received during reporting period	8
Outstanding from previous reporting period	1
Total	9
Closed during reporting period	8
Carried over to next reporting period	1

1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	6
Business (private sector)	0
Organization	0
Public	1
Decline to Identify	1
Total	8

1.3 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
13	0	1	0	0	0	0	14

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

Section 2: Decline to act vexatious, made in bad faith or abuse of right 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
Carried over to next reporting period	0

Section 3: Requests Closed During the Reporting Period

3.1 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	2	0	0	0	0	0	2
Disclosed in part	1	0	1	0	1	2	0	5
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	0	0	0	0	0	0	0	0
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	1	0	0	0	0	1
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Decline to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	1	2	2	0	1	2	0	8

3.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	0	16(2)	1	18(a)	6	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	5	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)	1	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)	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)	1	16.1(1)(d)	0	19(1)	6	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	2
15(1) - Def.*	0	16.3	0	20(1)(b)	4	23.1	0
15(1) - S.A.*	0	16.31	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(a)	0	20(1)(c)	3	26	0
16(1)(a)(ii)	0	16.4(1)(b)	0	20(1)(d)	1		
16(1)(a)(iii)	0	16.5	0				

Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
Total	4	79	1	157	0	0	3	3539	0	0

3.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	0	0	0	0	0
Disclosed in part	1	0	0	0	1
All exempted	0	0	0	0	0
All excluded	0	0	0	0	0
Request abandoned	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0
Total	1	0	0	0	1

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

	Requests closed within legislated timelines
Number of requests closed within legislated timelines	6
Percentage of requests closed within legislated timelines (%)	75

3.7 Deemed refusals

3.7.1 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
2	1	0	0	1

3.7.2 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	1	1
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	1	1
More than 365 days	0	0	0
Total	0	2	2

3.8 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 4: Extensions

4.1 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	0	0
Disclosed in part	4	0	2	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
Decline to act with the approval of the Information Commissioner	0	0	0	0
Total	4	0	2	0

4.2 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	1	0	0	0
31 to 60 days	1	0	1	0

61 to 120 days	1	0	0	0
121 to 180 days	0	0	0	0
181 to 365 days	1	0	1	0
365 days or more	0	0	0	0
Total	4	0	2	0

Section 5: Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Requests	Amount	Requests	Amount
Application	5	\$25	3	\$15
Other fees	0	\$0	0	\$0
Total	5	\$25	3	\$15

Section 6: Consultations Received From Other Institutions and Organizations

6.1 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	6	46	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	6	46	0	0
Closed during the reporting period	6	46	0	0
Carried over to next reporting period	0	0	0	0

6.2 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	4	0	0	0	0	0	0	4
Disclose in part	2	0	0	0	0	0	0	2
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	6	0	0	0	0	0	0	6

6.3 Recommendations and completion time for consultations received from other organizations

Recommendation	Number of Days Required to Complete Consultation Requests							
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
Disclose entirely	0	0	0	0	0	0	0	0
Disclose in part	0	0	0	0	0	0	0	0
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

Section 7: Completion Time of Consultations on Cabinet Confidences

7.1 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 Request	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

7.2 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 Request	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 8: Complaints and investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal representations	Section 37 Reports of finding received	Section 37 Reports of finding containing recommendations issued by the Information Commissioner	Section 37 Reports of finding containing orders issued by the Information Commissioner
1	0	1	1	0	0

Section 9: Court Action

9.1 Court actions on complaints received before June 21, 2019 and on-going

Section 41 (before June 21, 2019)	Section 42	Section 44
0	0	0

9.2 Court actions on complaints received after June 21, 2019

Section 41 (after June 21, 2019)				
Complainant (1)	Institution (2)	Third Party (3)	Privacy Commissioner (4)	Total
0	0	0	0	0

Section 10: Resources Related to the Access to Information Act

10.1 Costs

Expenditures	Amount
Salaries	\$37,710
Overtime	\$0
Goods and Services	\$51,236
• Professional services contracts	\$50,219
• Other	\$1,017
Total	\$88,946

10.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.319
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.244
Students	0.000
Total	0.563

Note: Enter values to three decimal places.