

Ombudsman

National Defence
and Canadian Forces



Défense nationale
et Forces canadiennes

Annual Report to
Parliament on the
Administration of the
Access to Information Act

2017-2018

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1 Introduction

The purpose of the *Access to Information Act* is to extend the present laws of Canada to provide a right of access to information in records under the control of a government institution, according to 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.

1.1 Background

Section 72 of the *Access to Information Act* requires that the head of every government institution prepare and submit to Parliament an annual report on the administration of the *Act* within the institution. This is the sixteenth annual report to Parliament on performance with respect to administration of the *Act* by the Office of the Ombudsman for the Department of National Defence and the Canadian Armed Forces (the Office or the Office of the Ombudsman).

The Office of the Ombudsman is committed to openness and transparency about its administration and functioning. The Office endeavours to ensure that information about its work is widely disseminated and easily available. For example, the Ombudsman's annual reports, special reports and press releases are posted on the Office's website as soon as they are released. The website also contains case studies and statistics on the Office's caseload, and educational material on subjects of interest to our constituents.

Critical to the resolution of complaint files and investigations is the confidentiality of the information provided by the constituents who come forward. Therefore, before any case study or report is released, identifying information is removed to ensure the protection of personal information and confidentiality of our communications. As well, summaries of completed requests for access to information are available on our website at <http://www.ombudsman.forces.gc.ca/en/ombudsman-ati/completed-ati.page>.

As the Ombudsman's Office is part of the Defence portfolio, disclosure of the Ombudsman's travel and hospitality expenses, contracts over \$10,000 and position reclassifications are reported on the National Defence website at <http://www.admfincs.forces.gc.ca/pd-dp/index-eng.asp>.

The Office of the Ombudsman pro-actively posts to its website correspondence between the Ombudsman and senior officials on matters of interest to our constituency. This initiative is in keeping with the Ombudsman's goal of promoting transparency and with the Open Government initiative. In accordance with the Directive on Open Government, correspondence is reviewed prior to release to ensure it does not contain any information raising concerns about privacy,

confidentiality or security. The Access to Information and Privacy Unit conducts the review of correspondence prior to release. Correspondence can be found on the Ombudsman website in the Letters and Statements section at <http://www.ombudsman.forces.gc.ca/en/ombudsman-news-events-media-letters/index.page>

1.2 Mandate of the Office of the Ombudsman for the Department of National Defence and the Canadian Armed Forces

The first Ombudsman for the Department of National Defence and the Canadian Armed Forces was appointed in June 1998 by Governor in Council (Federal Cabinet). The creation of an Ombudsman institution was part of a wide range of initiatives brought forth by the Government of Canada to enhance the overall fairness and effectiveness of the military justice system, enhance the transparency of internal review mechanisms, streamline the Canadian Armed Forces grievance process, and promote greater openness, accountability and transparency within the Department of National Defence and the Canadian Armed Forces.

The duties and functions of the Ombudsman are set out in the *Ministerial Directives Respecting the Ombudsman for the Department of National Defence and the Canadian Forces*: <http://www.ombudsman.forces.gc.ca/en/ombudsman-about-us/ministerial-directives.page>

The *Ministerial Directives* confirm that the Ombudsman and the Office operate outside the military chain of command as well as outside the civilian management of the Department of National Defence. The Ombudsman reports directly to, and is accountable only to, the Minister of National Defence, who is responsible for the management and direction of the Canadian Armed Forces and of all matters relating to National Defence. However, the Ombudsman operates at arm's length from the Minister, preserving the Ombudsman's independence from the executive function.

The *Ministerial Directives* governing the Office provide that the Ombudsman is to act, on the Minister's behalf, as a neutral and objective sounding board, mediator, investigator and reporter on matters related to the Department of National Defence and the Canadian Armed Forces. The Ombudsman also acts as a direct source of information, referral and education to assist individuals in accessing existing internal channels of assistance and redress. The overall goal of the Office of the Ombudsman is to contribute to substantial and long-lasting improvements to the welfare of Defence community.

Under the *Ministerial Directives*, the Ombudsman is required to issue an annual report to the Minister of National Defence on the operations of the office. The *Ministerial Directives* further provide that the Ombudsman may publish reports concerning any investigation if the Ombudsman considers that it is in the public interest to do so.

1.3 Structure of the Access to Information and Privacy Unit

The ATIP unit for the Office of the Ombudsman is part of the Legal Services Directorate and is managed by the institution's Access to Information and Privacy Coordinator. Pursuant to section 73 of the *Access to Information Act*, the Minister of National Defence designated the Office's ATIP Coordinator to exercise all powers and perform the duties and functions of the Minister under the *Act* as it concerns the Office of the Ombudsman. This arrangement reflects the Office's independent, arm's length relationship with the Department of National Defence and Canadian Armed Forces. A copy of the delegation order appears in Appendix A to this report.

A major challenge to the application of the ATIP legislation lies in the *Ministerial Directives* that establish the Office of the Ombudsman. One of the main functions of the Office is to conduct confidential investigations, yet the records are not fully protected by having either the status of an investigative body under the regulation or having a specific provision protecting the Office's investigative records. A further challenge is caused by the fact that some of the information that is required by this Office to conduct its investigations is held by other parts of the Defence community that are designated as investigative bodies or who claim exemptions under the ATIP legislation. Because of the interplay of the Office's mandate and the ATIP legislation, legal guidance is often called upon to find the balance between the application of the mandate and compliance with the ATIP legislation, whether it be protection of personal information or access to information.

The ATIP Unit is responsible for the following activities:

- Processing requests under the *Access to Information Act* and the *Privacy Act*;
- Responding to consultation requests from other government institutions;
- Monitoring institutional compliance with the aforementioned Acts, regulations and relevant procedures and policies;
- Acting on behalf of the Office of the Ombudsman in dealings with the Treasury Board of Canada Secretariat, the offices of the Information Commissioner and Privacy Commissioner of Canada and other government institutions regarding the administration and application of the above legislation as it relates to the Office of the Ombudsman;
- Preparing annual reports to Parliament and other statutory reports and material that may be required by central agencies;
- Developing and delivering awareness training to the managers and employees of the Office to ensure responsiveness to the legal obligations imposed by both Acts and regulations;
- Conducting and providing direction to program managers regarding the completion of Privacy Impact Assessments (PIAs);
- Review of potential privacy breaches, and taking steps to deal with breaches;
- Publishing updates to *Info Source* annually or as needed;

- Participating in ATIP networks such as the Treasury Board Secretariat's ATIP Community meetings;
- Developing and implementing internal policies and office standards.

The ATIP unit has one ATIP Officer who administers the processing of ATIP files, among other duties. The ATIP Unit also engages a consultant, on an as-needed basis, to assist with processing of requests.

2 Key Activities and Accomplishments

2.1 Education and Training Activities

Those responsible for the delivery of the Ombudsman's ATIP services regularly attend learning activities presented by the Treasury Board of Canada Secretariat, Information and Privacy Policy Division and other learning institutions.

- ATIP staff attended two (2) Treasury Board Secretariat coordinators and community meeting.
- A presentation was delivered to all staff (46 employees) on the collection of personal information in the context of Ombudsman Operations.
- The ATIP section was also responsible for providing information to respond to one (1) Parliamentary inquiry (order paper questions) on the administration of the ATIP legislation.

2.2 Institutional Access to Information Policies and Procedures

The Office of the Ombudsman has not implemented any new and/or revised institution-specific policy, guideline or procedure during this reporting period.

3 Statistical Report on the Administration of the Access to Information Act

This section provides information about the processing of requests under the *Access to Information Act*. Appendix B provides a statistical summary of the access to information requests received and/or finalized in 2017-2018.

There is not a sufficient volume of requests to be able to report on any statistically significant trends, however, over the past five years, the Office has received between no (0) and six (6) requests per year.

3.1 Formal requests under the Access to Information Act

The Office of the Ombudsman received two (2) requests for information under the *Access to Information Act* during the period from April 1, 2017 to March 31, 2018. There were no records responding to one (1) request, and the one (1) formal transaction processed during the reporting period required a review of 259 pages. The requests were all treated formally.

3.2 Disposition of Completed Requests

One (1) request was processed during this fiscal year with partial disclosure. Paper copies of the records were requested and provided.

3.3 Exemptions to the Release of Information

In the case of partial disclosure, exemptions were invoked based on subsection 19(1) of the *Access to Information Act*.

Since only one (1) request was processed during the fiscal year, and the overall volume of requests is low, it is not possible to report on any significant trends on the application of exemptions and exclusions, or on completion times or extensions. Over the past 5 years, section 19 (1) of the Act has been invoked to prevent the disclosure of personal information when responding to requests under the Act, perhaps due to the nature of the information involved (complaints to or other activities of the Ombudsman). Other exemptions invoked have included section 21 (1) (a) (b) and (c) (operations of government) and section 23 (solicitor-client privilege) of the Act.

3.4 Completion Time

The two (2) requests responded to during the fiscal year were both completed within the 30 day statutory limit; no extensions were required.

Again, while the number of requests is too low to draw statistically significant conclusions, the low volume of requests probably explains why extensions are rare; over the past five years, extensions have only been taken to allow for consultations with other government departments.

3.5 Extension of the Time Limit

No extensions were sought under the *Access to Information Act*.

3.6 Consultations

The Office received four (4) consultations from other government institutions concerning the *Access to Information Act*. All four consultations were completed between 1 and 15 days. The total number of pages reviewed was 40.

3.7 Informal Access Requests

Requests for information about the Office's policies and procedures and for general information are responded to on an informal basis where possible. During the current reporting period the ATIP Unit processed one (1) informal request.

3.8 Fees and Costs

There are no costs associated with ATIP specific software as the volume of requests does not warrant the expenditure.

- The total cost assigned to the administration of the *Access to Information Act* totalled \$15,621.00
- Other administrative costs amounted to \$100.00
- The total costs were \$15,721.00

No application fees were collected by the ATIP Unit during the fiscal year.

3.9 Complaints and Audits

During this reporting period, the Office of the Ombudsman received no complaints, and concluded no audits or investigations.

4 Monitoring – Access to Information Requests

The ATIP Unit uses a tracking spreadsheet to monitor processing times for access to information requests. The ATIP Coordinator reports to the senior management committee as necessary for their situational awareness. The senior management committee includes the Ombudsman, Directors General and Directors.

Annex 1: Delegation Order

Copy of Delegation Order

Minister
of National Defence



Ministre
de la Défense nationale

Ottawa, Canada K1A 0K2

SEP: 0 5 2002

Mr. André Marin
Department of National Defence
and Canadian Forces Ombudsman
12th Floor, 100 Metcalfe Street
Ottawa ON K1P 5M1

Dear Mr. Marin:

I would like to acknowledge and thank you for your letter, received on August 1, 2002, concerning the Designation Order for the *Access to Information Act* and the *Privacy Act*.

I concur with your request and have signed the enclosed English and French copies of the Designation Order.

Once again, thank you for bringing this information to my attention.

Yours sincerely,

A handwritten signature in blue ink that reads "John McCallum".

The Honourable John McCallum, P.C., M.P.

Enclosures: 2

Canada

Copie de l'arrêté sur la délégation
[Traduction non officielle]

Le 5 septembre 2002
Monsieur Andrée Marin
Ombudsman du ministère de la Défense nationale et
des Forces canadiennes
12^e étage, 100, rue Metcalfe
Ottawa (Ontario) K1P 5M1

Monsieur Marin,

J'accuse réception et je vous remercie de votre lettre du 1^{er} août 2002, concernant l'arrêté sur la délégation relative à la *Loi sur l'accès à l'information* et la *Loi sur la protection des renseignements personnels*.

Je suis d'accord avec votre demande et j'ai signé les documents anglais et français de l'arrêté sur la délégation.

Encore une fois, je vous remercie d'avoir porté cette information à mon attention.

Je vous prie d'agréer, Monsieur Marin, l'expression de mes sentiments les meilleurs.

L'honorable John McCallum, C.P., député.

Pièces jointes : 2

Designation Order

Access to Information and Privacy Act

The Minister of National Defence, pursuant to section 73 of the *Access to Information Act* and the *Privacy Act*, hereby designates the person holding the position of Access to Information and Privacy Coordinator, Office of the Ombudsman, National Defence and Canadian Forces, to exercise all powers and perform the duties and functions of the Minister as the head of the Department of National Defence and the Canadian Forces under the Acts, concerning the Office of the Ombudsman, National Defence and Canadian Forces.

In the absence of the Access to Information and Privacy Coordinator, Office of the Ombudsman, National Defence and Canadian Forces, the Minister, pursuant to section 73 of the Acts, hereby designates the person acting as Access to Information and Privacy Coordinator for the Office of the Ombudsman, National Defence and Canadian Forces, to exercise the powers and perform the duties and functions of the Minister under the Acts, concerning the Office of the Ombudsman, National Defence and Canadian Forces.

Date: _____



The Honourable John McCallum, P.C., M.P.
Minister of National Defence

Writers/ MCU2002-05726(French)

Arrêté sur la délégation

Loi sur l'accès l'information et Loi sur la protection des renseignements personnels

En vertu de l'article 73 de la *Loi sur l'accès l'information* et de *Loi sur la protection des renseignements personnels*, le ministre de la Défense nationale désigne le titulaire du poste de coordonnateur de l'accès à l'information et de la protection des renseignements personnel du Bureau de l'ombudsman du ministère de la Défense nationale et des Forces canadiennes, pour exercer tous les pouvoirs et remplir toutes les fonctions dont il est, en qualité de responsable du ministère de la Défense nationale et des Forces canadiennes, investi aux termes des ces *lois*, au sujet du Bureau de l'ombudsman du ministère de la Défense nationale et des Forces canadiennes.

En l'absence du coordonnateur de l'accès à l'information et de la protection des renseignements personnel du Bureau de l'ombudsman du ministère de la Défense nationale et des Forces canadiennes, le Ministre, en vertu de l'article 73 de ces *lois*, désigne la personne agissant pour le titulaire du poste de coordonnateur de l'accès à l'information et de la protection des renseignements personnel du Bureau de l'ombudsman du ministère de la Défense nationale et des Forces canadiennes pour exercer les pouvoirs et remplir toutes les fonctions qui sont attribuées au Ministre aux termes de ces *lois*, au sujet du Bureau de l'ombudsman du ministère de la Défense nationale et des Forces canadiennes.

Date : _____



L'honorable John McCallum, C.P., député
Ministre de la Défense nationale



Annex 2: Statistical Report on the *Access to Information Act*

Statistical Report on the Access to Information Act

Name of institution: Ombudsman for National Defence and Canadian Forces

Reporting period: 2017-04-01 to 2018-03-31

Part 1: Requests Under the Access to Information Act

1.1 Number of requests

	Number of Requests
Received during reporting period	2
Outstanding from previous reporting period	0
Total	2
Closed during reporting period	2
Carried over to next reporting period	0

1.2 Sources of requests

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

1.3 Informal requests

Completion Time							Total
1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
1	0	0	0	0	0	0	1

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

Part 2: Requests Closed During the Reporting Period

2.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
All disclosed	0	0	0	0	0	0	0	0
Disclosed in part	0	1	0	0	0	0	0	1
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	1	0	0	0	0	0	0	1
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	1	1	0	0	0	0	0	2

2.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	0	16(2)	0	18(a)	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)	0
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)	1	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	0
15(1) - Def.*	0	16.3	0	20(1)(b)	0	24(1)	0
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	26	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	0		
16(1)(a)(ii)	0	16.5	0	20(1)(d)	0		
16(1)(a)(iii)	0	17	0				
16(1)(b)	0						
16(1)(c)	0						
16(1)(d)	0						

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

2.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	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

2.4 Format of information released

Disposition	Paper	Electronic	Other Formats
All disclosed	0	0	0
Disclosed in part	1	0	0
Total	1	0	0

2.5 Complexity

2.5.1 Relevant pages processed and disclosed

Disposition of Requests	Number of Pages Processed	Number of Pages Disclosed	Number of Requests
All disclosed	0	0	0
Disclosed in part	259	259	1
All exempted	0	0	0
All excluded	0	0	0
Request abandoned	0	0	0
Neither confirmed nor denied	0	0	0

2.5.2 Relevant pages processed and disclosed by size of requests

Disposition	Less Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
All disclosed	0	0	0	0	0	0	0	0	0	0
Disclosed in part	0	0	1	259	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
Total	0	0	1	259	0	0	0	0	0	0

2.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	0	0	0	0	0
Disclosed in part	0	0	0	0	0
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
Total	0	0	0	0	0

2.6 Deemed refusals

2.6.1 Reasons for not meeting statutory deadline

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

2.6.2 Number of days past deadline

Number of Days Past Deadline	Number of Requests Past Deadline Where No Extension Was Taken	Number of Requests Past Deadline Where An Extension Was Taken	Total
1 to 15 days	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	0	0	0

2.7 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
Total	0	0	0

Part 3: Extensions

3.1 Reasons for extensions and disposition of requests

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

3.2 Length of extensions

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

Part 4: Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of Requests	Amount	Number of Requests	Amount
Application	0	\$0	0	\$0
Search	0	\$0	0	\$0
Production	0	\$0	0	\$0
Programming	0	\$0	0	\$0
Preparation	0	\$0	0	\$0
Alternative format	0	\$0	0	\$0
Reproduction	0	\$0	0	\$0
Total	0	\$0	0	\$0

Part 5: Consultations Received From Other Institutions and Organizations

5.1 Consultations received from other Government of Canada institutions and organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during reporting period	4	40	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	4	40	0	0
Closed during the reporting period	4	40	0	0
Pending at the end of the reporting period	0	0	0	0

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

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
Disclose entirely	4	0	0	0	0	0	0	4
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	4	0	0	0	0	0	0	4

5.3 Recommendations and completion time for consultations received from other organizations

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
Disclose entirely	0	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

Part 6: Completion Time of Consultations on Cabinet Confidences

6.1 Requests with Legal Services

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

6.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Part 7: Complaints and Investigations

Section 32	Section 35	Section 37	Total
0	0	0	0

Part 8: Court Action

Section 41	Section 42	Section 44	Total
0	0	0	0

Part 9: Resources Related to the Access to Information Act

9.1 Costs

Expenditures		Amount
Salaries		\$15,621
Overtime		\$0
Goods and Services		\$100
• Professional services contracts	\$0	
• Other	\$100	
Total		\$15,721

9.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.32
Part-time and casual employees	0.00
Regional staff	0.00
Consultants and agency personnel	0.00
Students	0.00
Total	0.32