



Office of  
the Intelligence  
Commissioner

Bureau du  
commissaire  
au renseignement

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

2023–24

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## 1. Introduction

The Annual Report on the *Access to Information Act* (Act), 2023–24 is prepared and tabled in Parliament in accordance with section 94 of the Act and with section 20 of the *Service Fees Act*. The report describes how the Office of the Intelligence Commissioner (ICO) administered and fulfilled its obligations under the Act between April 1, 2023, and March 31, 2024.

### **The Access to Information Act**

The Act provides Canadian citizens, permanent residents or any person or corporation physically present in Canada with the right to seek access to information and records under the control of a government institutions, subject to specific and limited exceptions. The purpose of the Act is to enhance the accountability and transparency of federal institutions in order to promote an open and democratic society and to enable public debate on the conduct of those institutions.

The Act is based on three main principles:

1. Government information should be available to the public;
2. Exceptions to the right of access should be limited and specific; and
3. Decisions about disclosures should be reviewable independently of government.

Individuals who are not satisfied with how an institution has processed their request under the Act may submit a complaint to the Office of the Information Commissioner of Canada.

### **Mandate of the Office of the Intelligence Commissioner**

The ICO is an independent quasi-judicial agency of the Government of Canada. The ICO supports the fulfillment of the Intelligence Commissioner's (IC) oversight mandate as set out in the *Intelligence Commissioner Act*. The IC approves – or does not approve – certain national security and intelligence activities planned by the Communications Security Establishment and the Canadian Security Intelligence Service and authorized by their respective ministers.

The ICO is committed to the principles of accountability and transparency, which are vital to ensuring trust and confidence in Government of Canada institutions that carry out national security or intelligence activities. To that end, in March of each year, the IC submits to the Prime Minister an annual report outlining the IC's activities of the previous calendar year. Once tabled in Parliament, the ICO publishes the annual report on its website. The ICO also proactively publishes redacted versions of the IC's decisions on its website.

## 2. Organizational Structure

The ICO is a separate agency consisting of 10.5 planned full-time equivalents.

The Executive Director has delegated authority to oversee the administration of the Act and the *Privacy Act* within the ICO and ensure compliance with the legislation. The ICO does not have dedicated Access to Information and Privacy (ATIP) officers nor regional ATIP staff. The Senior Review Officer and Manager, Corporate Services are responsible for the coordination and

implementation of policies, guidelines and procedures to ensure compliance with the Act and the *Privacy Act*.

The ICO did not hire any consultants to work on responsibilities related to the Act and was not party to any service agreements under section 96 of the Act during this reporting period.

The Senior Review Officer and Manager, Corporate Services are also responsible for the proactive publication requirements under Part 2 of the Act. The ICO has a monthly monitoring process in place to ensure the proactive publication requirements are prepared and published within legislated timelines.

### 3. Delegation Order

Subsection 95(1) of the Act gives the IC the authority to designate one or more officers or employees of the ICO to exercise or perform all, or part, of the IC's powers, duties, and functions under the Act.

The IC as head of a government institution under the provisions of the Act and its regulations, has granted full authority to the Executive Director. The signed Delegation Order is included in Appendix A – *Access to Information Act* and *Privacy Act* Delegation Order.

### 4. Performance 2023–24

During the reporting period, the ICO received five access to information requests.

100% of requests were responded to within legislated timelines and were completed in under 30 days. No records existed for 80% of the requests and all records were excluded for one of the requests processed during the reporting period. There were no active requests or active complaints on the last day of the reporting period.

The ICO also received two consultations from other Government of Canada institutions, and both were completed within the requested timeframe.

The ICO Statistical Report as well as the Supplemental Report for 2023–24 are included in Appendices B and C of this report.

### 5. Training and Awareness

The ICO is committed to promoting awareness and providing ongoing training opportunities to all employees. Training is based on the needs and the knowledge base of each employee.

During this reporting period, ICO personnel participated in awareness sessions concerning their responsibilities related to access to information and privacy. Additionally, the Senior Review Officer completed courses on Access to Information and Privacy in the Government of Canada offered by the Canada School of Public Service.

## 6. Policies, Guidelines, and Procedures

The ICO continued to enhance departmental policies and procedures in the application of the Act. The ICO refined its procedures for processing requests and tracking system to ensure more effective request management and documentation.

## 7. Proactive Publication under Part 2 of the Act

Pursuant to subsection 81(b), the ICO is considered a government entity as it is a division or branch of the federal public administration set out in column I of Schedule I.1 to the *Financial Administration Act* and is subject to the following proactive publication requirements of the Act:

Legislative Requirement	Section	Publication Timeline	Number of publications	% of publications published within their legislated timeframe	Links to published disclosures
Travel Expenses	82	Within 30 days after the end of the month of reimbursement	1	100%	<a href="#">Open.Canada ICO Travel</a>
Hospitality Expenses	83	Within 30 days after the end of the month of reimbursement	1	100%	<a href="#">Open.Canada ICO Hospitality</a>
Reports tabled in Parliament	84	Within 30 days after tabling	6	100%	ICO website: <a href="#">Corporate Management Annual Report</a>
Contracts over \$10,000	86	Q1-3: Within 30 days after the quarter Q4: Within 60 days after the quarter	1	100%	<a href="#">Open.Canada ICO Contracts</a>
Packages of briefing materials prepared for new or incoming deputy head or equivalent	88(a)	Within 120 days after appointment	0	NA	-
Titles and reference numbers of memoranda prepared for a deputy head or equivalent, that is received by their office	88(b)	Within 30 days after the end of the month received	0	NA	-
Packages of briefing materials prepared for a deputy head or equivalent's appearance before a committee of Parliament	88(c)	Within 120 days after appearance	0	NA	-

## 8. Initiatives and Projects to Improve Access to Information

Throughout the reporting period the ICO worked on a variety of projects to improve Access to Information, including the publication of redacted versions of the IC's decisions on the ICO website. The ICO was successful in publishing redacted versions of all IC decisions rendered in 2023 prior to the tabling of the 2023 Annual Report of the IC. The annual report contributes to the improvement of access to information for Canadians by providing insight into the ICO's operations and the IC's role in strengthening Canada's national security through enhanced accountability and greater transparency.

## 9. Summary of Key Issues and Actions Taken on Complaints

During the reporting period the ICO did not receive any complaints, nor did it conclude any audits or investigations.

## 10. *Service Fees Act*

The *Service Fees Act* requires a responsible authority to report annually to Parliament on the fees collected by the institution.

With respect to fees collected under the Act, the information below is reported in accordance with the requirements of section 20 of the *Service Fees Act*.

- Enabling authority: *Access to Information Act*
- Fee payable: \$5.00 application fee is the only fee charged for an Access to Information request
- Total revenue: \$20.00
- Fees waived or refunded: \$5.00
- Cost of operating the program: \$1,641.00

## 11. Monitoring Compliance

The ICO utilizes a manual monitoring system. The monitoring system keeps track of request and consultation timelines and provides reminders of approaching deadlines.

Requests are monitored by the Senior Review Officer as well as the Manager, Corporate Services on an ongoing basis. The Senior Review Officer also monitor the time taken to process requests. The Executive Director is informed of the status of requests on a regular basis.

The ICO ensures it respects mandatory proactive disclosure publication requirements and the Executive Director is informed of any compliance issues.

# Appendix A – Access to Information Act and Privacy Act Delegation Order



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

The Intelligence Commissioner, pursuant to subsection 95(1) of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby designates the persons holding the positions set out in the schedules (I, II and III) hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the Intelligence Commissioner as the head of Office of the Intelligence Commissioner, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

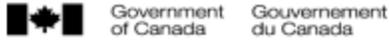
### Schedule I

<b>Position</b>	<b>Access to Information Act and Regulations</b>	<b>Privacy Act and Regulations</b>
Executive Director	Full authority for all provisions	Full authority for all provisions

Dated, at the City of Ottawa, this 31 day of October, 2019

The Honourable Jean-Pierre Plouffe  
Intelligence Commissioner

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



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

Name of institution: Office of the Intelligence Commissioner

Reporting period: 2023-04-01 to 2024-03-31

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

#### 1.1 Number of requests

		Number of Requests
Received during reporting period		5
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
<b>Total</b>		<b>5</b>
Closed during reporting period		5
Carried over to next reporting period		0
• Carried over within legislated timeline	0	
• Carried over beyond legislated timeline	0	

#### 1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	0
Business (private sector)	0
Organization	0
Public	5
Decline to Identify	0
<b>Total</b>	<b>5</b>

#### 1.3 Channels of requests

Source	Number of Requests
Online	4
E-mail	0
Mail	1
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>5</b>

## Section 2: Informal Requests

### 2.1 Number of informal requests

		Number of Requests
Received during reporting period		2
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
<b>Total</b>		<b>2</b>
Closed during reporting period		2
Carried over to next reporting period		0

### 2.2 Channels of informal requests

Source	Number of Requests
Online	0
E-mail	2
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>2</b>

### 2.3 Completion time of informal requests

Completion Time							Total
0 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	
2	0	0	0	0	0	0	2

### 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
2	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
0	0	0	0	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
<b>Total</b>	<b>0</b>
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
	0 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	0	0	0	0	0	0	0
All exempted	0	0	0	0	0	0	0	0
All excluded	0	1	0	0	0	0	0	1
No records exist	1	3	0	0	0	0	0	4
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
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>

#### 4.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	0	16(2)	0	18(a)	0	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	0	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	0	18(d)	0	21(1)(a)	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)	0	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	0
15(1) - Def.*	0	16.3	0	20(1)(b)	0	23.1	0
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	0	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	0		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
16(1)(c)	0						
16(1)(d)	0						

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

#### 4.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	1	89(1)	0	89(1)(g) re (a)	0
68(b)	0	89(1)(a)	0	89(1)(g) re (b)	0
68(c)	0	89(1)(b)	0	89(1)(g) re (c)	0
68.1	0	89(1)(c)	0	89(1)(g) re (d)	0
68.2(a)	0	89(1)(d)	0	89(1)(g) re (e)	0
68.2(b)	0	89(1)(e)	0	89(1)(g) re (f)	0
		89(1)(f)	0	89.1(1)	0

#### 4.4 Format of information released

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

#### 4.5 Complexity

##### 4.5.1 Relevant pages processed and disclosed for paper, e-record and dataset formats

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
43	0	1

4.5.2 Relevant pages processed per request disposition for paper, e-record and dataset 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	0	0	0	0	0	0	0	0	0	0
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	1	43	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>43</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

4.5.3 Relevant minutes processed and disclosed for audio formats

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

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

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

4.5.5 Relevant minutes processed and disclosed for video formats

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

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

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

4.5.7 Other complexities

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

#### 4.6 Closed requests

##### 4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	5
Percentage of requests closed within legislated timelines (%)	100

#### 4.7 Deemed refusals

##### 4.7.1 Reasons for not meeting legislated timelines

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

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

Number of days past legislated timelines	Number of requests past legislated timeline where no extension was taken	Number of requests past legislated timeline where an extension was taken	Total
1 to 15 days	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### 4.8 Requests for translation

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

## Section 5: Extensions

### 5.1 Reasons for extensions and disposition of requests

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

### 5.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	0	0	0	0
31 to 60 days	0	0	0	0
61 to 120 days	0	0	0	0
121 to 180 days	0	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	4	\$20.00	1	\$5.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	<b>4</b>	<b>\$20.00</b>	<b>1</b>	<b>\$5.00</b>	<b>0</b>	<b>\$0.00</b>

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

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

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	2	24	0	0
Outstanding from the previous reporting period	0	0	0	0
<b>Total</b>	<b>2</b>	<b>24</b>	<b>0</b>	<b>0</b>
Closed during the reporting period	2	24	0	0
Carried over within negotiated timelines	0	0	0	0
Carried over beyond negotiated timelines	0	0	0	0

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

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	0 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	1	1	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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>

### 7.3 Recommendations and completion time for consultations received from other organizations outside the Government of Canada

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

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

**8.1 Requests with Legal Services**

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

**8.2 Requests with Privy Council Office**

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

**Section 9: Investigations and Reports of finding**

**9.1 Investigations**

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 an intent to issue an order 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		\$1,641
Overtime		\$0
Goods and Services		\$0
• Professional services contracts	\$0	
• Other	\$0	
<b>Total</b>		<b>\$1,641</b>

**11.2 Human Resources**

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.015
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>0.015</b>

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: Office of the Intelligence Commissioner

Reporting period: 2023-04-01 to 2024-03-31

### Section 1: Open Requests and Complaints Under the Access to Information Act

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

Fiscal Year Open Requests Were Received	Open Requests that are Within Legislated Timelines as of March 31, 2024	Open Requests that are Beyond Legislated Timelines as of March 31, 2024	Total
Received in 2023-24	0	0	0
Received in 2022-23	0	0	0
Received in 2021-22	0	0	0
Received in 2020-21	0	0	0
Received in 2019-20	0	0	0
Received in 2018-19	0	0	0
Received in 2017-18	0	0	0
Received in 2016-17	0	0	0
Received in 2015-16	0	0	0
Received in 2014-15 or earlier	0	0	0
Total	0	0	0

1.2 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 2023-24	0
Received in 2022-23	0
Received in 2021-22	0
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17	0
Received in 2015-16	0
Received in 2014-15 or earlier	0
Total	0

**Section 2: Open Requests and Complaints Under the Privacy Act**

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

Fiscal Year Open Requests Were Received	Open Requests that are Within Legislated Timelines as of March 31, 2024	Open Requests that are Beyond Legislated Timelines as of March 31, 2024	Total
Received in 2023-24	0	0	0
Received in 2022-23	0	0	0
Received in 2021-22	0	0	0
Received in 2020-21	0	0	0
Received in 2019-20	0	0	0
Received in 2018-19	0	0	0
Received in 2017-18	0	0	0
Received in 2016-17	0	0	0
Received in 2015-16	0	0	0
Received in 2014-15 or earlier	0	0	0
Total	0	0	0

2.2 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 Institutions	Number of Open Complaints
Received in 2023-24	0
Received in 2022-23	0
Received in 2021-22	0
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17	0
Received in 2015-16	0
Received in 2014-15 or earlier	0
Total	0

**Section 3: Social Insurance Number**

Has your institution begun a new collection or a new consistent use of the SIN in 2023-24?	No
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**Section 4: Universal Access under the Privacy Act**

How many requests were received from foreign nationals outside of Canada in 2023-24?	0
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