



# ANNUAL REPORT TO PARLIAMENT

# ACCESS TO INFORMATION ACT

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Federal Economic Development Agency  
for Southern Ontario

*April 1, 2021 to March 31, 2022*



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## *ACCESS TO INFORMATION ACT*

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**Federal Economic Development Agency for Southern Ontario**

*April 1, 2021, to March 31, 2022*

This publication is available upon request in accessible formats.

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## Table of Contents

Federal Economic Development Agency for Southern Ontario .....	1
Contact: .....	2
Permission to Reproduce .....	2
Table of Contents .....	3
INTRODUCTION .....	1
ABOUT THE ORGANIZATION .....	1
Raison d'être .....	1
Scope of Operations .....	1
STRUCTURE OF THE ACCESS TO INFORMATION AND PRIVACY OFFICE.....	2
DELEGATION OF AUTHORITY .....	2
ANALYSIS OF THE STATISTICAL REPORT.....	2
Sources of Requests .....	3
Disposition and Completion Time .....	3
Exemptions and Exclusions .....	4
Additional Information .....	4
EDUCATION AND TRAINING .....	5
INSTITUTIONAL POLICIES AND PROCEDURES.....	6
COMPLAINTS, INVESTIGATIONS AND COURT ACTION.....	6
MONITORING COMPLIANCE.....	6
ANNEX A – Structure of Access to Information and Privacy Office .....	7
ANNEX B – Delegation Order.....	8
ANNEX C – Statistical Report on the Access to Information Act .....	10

## **INTRODUCTION**

The *Access to Information Act* (the Act) gives Canadian citizens, as well as people and corporations in Canada, the right to have access to records under the control of federal institutions that are not of a personal nature. This right of access is consistent with the principles that government information should be available to the public, necessary exceptions to the rights of access should be limited and specific, and decisions on the disclosure of government information should be reviewed independently of government.

Section 94(1) of the Act requires that the head of every government institution prepare, for submission to Parliament, an annual report on the administration of the Act within the institution during each financial year. For the Federal Economic Development Agency for Southern Ontario (FedDev Ontario, the Agency), the President was the designated head of the institution for the reporting period by Order in Council. Tabling of the report “shall be laid before each House of Parliament” within three months after the financial year in respect of which it is made or, if the House is not then sitting, on any of the first 15 days next thereafter that it is sitting.”

This Annual Report describes how FedDev Ontario administered its responsibilities under the Act.

## **ABOUT THE ORGANIZATION**

### **Raison d’être**

FedDev Ontario’s mandate is to strengthen southern Ontario's capacity for innovation, economic development and growth and to promote a dynamic, inclusive and globally competitive southern Ontario. The Agency works toward this goal by providing funding opportunities and business services that:

- Support businesses' efforts to scale up, create jobs and boost their productivity;
- Strengthen regional innovation ecosystems; and
- Support communities to develop and diversify their economies.

### **Scope of Operations**

FedDev Ontario is headquartered in Waterloo and has regional offices in Ottawa, Peterborough and Toronto. Its mandate covers southern Ontario, which includes 37 Statistics Canada census divisions.

FedDev Ontario’s President oversees Agency operations and resources and reports to the Minister responsible for the Federal Economic Development Agency for Southern Ontario.

## **STRUCTURE OF THE ACCESS TO INFORMATION AND PRIVACY OFFICE**

Responsibility for processing requests received under the *Access to Information Act* rests with the Access to Information and Privacy (ATIP) Coordinator. The ATIP Coordinator oversees the administration of the *Access to Information Act* and the *Privacy Act* (the Acts) within FedDev Ontario and ensures compliance with the legislation. The ATIP office structure also includes a Corporate Secretary, ATIP Coordinator and an ATIP Analyst as per the organizational chart in Annex A.

The ATIP Coordinator is responsible for all daily ATIP activities and operations, as well as the development, coordination and implementation of effective policies, guidelines and procedures necessary to manage the Agency's compliance with the Acts. The ATIP office, which is located in Ottawa's regional office, responds to all formal requests submitted under the applicable Act.

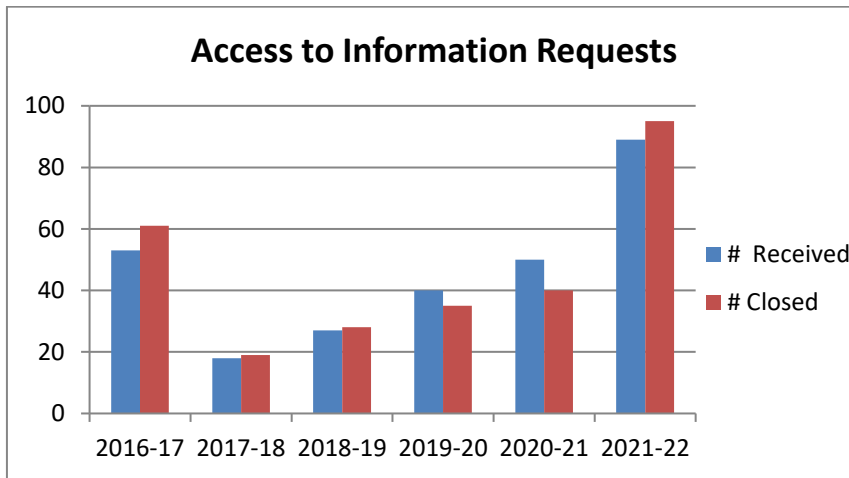
The administration of both Acts at FedDev Ontario is also facilitated at the branch and regional office levels. Each organizational branch has a liaison officer who coordinates activities on the administrative processes and procedures of these Acts.

## **DELEGATION OF AUTHORITY**

The current ATIP Delegation Order was approved on September 23, 2021, by the President. It provides full delegated authority to the ATIP Coordinator and to the Corporate Secretary. A copy of the ATIP Delegation Order is attached in Annex B.

## **ANALYSIS OF THE STATISTICAL REPORT**

During the reporting period, FedDev Ontario received 89 Access to Information (ATI) requests, an increase of 78 percent compared to the previous reporting period and carried forward 17 requests from previous reporting periods. This represents a total ATI request workload of 106 files. The increase for this reporting period can be attributed in part to interest in the Agency's response to the COVID-19 pandemic and in part to the Agency's growing public profile.



Graph 1 Access to Information Requests Received & Closed by Year

Year	Requests Received	Requests Closed
2016–2017	53	61
2017–2018	18	19
2018–2019	27	28
2019–2020	40	35
2020–2021	50	40
2021–2022	89	95

### Sources of Requests

The breakdown of the 89 new requests received by type of user is as follows:

Media	68
Academia	1
Business (private sector)	5
Organization	0
Public	13
Decline to identify	2

Of the new requests received, 74 requests, or 83 percent, related to grants or contributions; seven requests, or eight percent, concerned the Agency’s internal activities; and eight requests, or nine percent, related to other matters such as Agency financial reporting, new or updated programs and general questions relating to companies receiving funding. Media interest increased by 134 percent in the 2021–2022 fiscal year. This is the third year in a row where media interest increased significantly.

### Disposition and Completion Time

During the 2021–2022 reporting period, 95 requests were completed, and 11 requests were carried forward to financial year 2022–2023. A detailed statistical

report on Access to Information requests is attached in Annex C.

Of the 95 completed requests, eight requests were fully disclosed, 79 requesters were granted partial disclosure, four requests had no existing records, no requests were transferred, and four requests were abandoned by the requester. No requests were excluded in full.

Ninety-one requests held responsive records to Access to Information requests. For those requests, FedDev Ontario processed 8,420 pages, an increase of 1,211 percent from the previous reporting period and disclosed 6,116 pages, an increase of 1,613 percent.

Of the 95 completed requests, the Agency responded to 92 requests within the legislated timelines. Of the three requests that closed past the legislated deadlines which were carry-overs from previous fiscal years, all three were closed over 365 days past those timelines. All requests received within the 2021–2022 fiscal year that had a due date to the requester within the 2021–2022 fiscal were closed within their legislated deadlines. The increase in files processed can be attributed partly to the interest in the government's pandemic response, as well as a sizeable number of new requests received following information posted on the government's proactive disclosure website.

During the reporting period, extensions were required under the Act 49 times under subsection 9(1)(a) for volume/search time/interference with operations, 10 times under subsection 9(1)(b) for consultations, and seven times for third-party consultations.

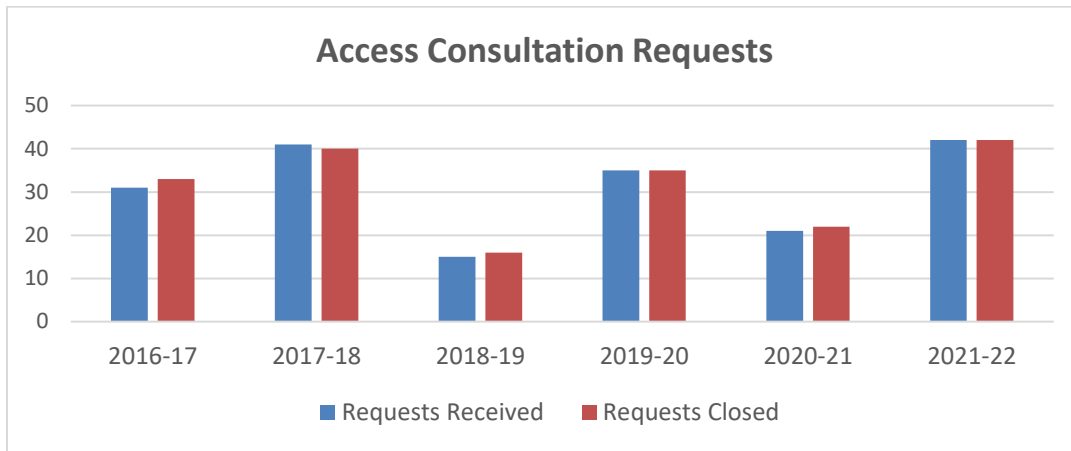
### **Exemptions and Exclusions**

As noted in Annex C, exemptions were taken during the reporting period under sections 19, 20 and 21. Exclusions pursuant to section 69 of the Act were taken for two requests.

### **Additional Information**

The Agency received 42 new access consultation requests from other government institutions, an increase of 100 percent from the previous reporting period.





Graph 2 Access Consultations Received & Closed by Year

Year	Requests Received	Requests Closed
2016–2017	31	33
2017–2018	41	40
2018–2019	15	16
2019–2020	35	35
2020–2021	21	22
2021–2022	42	42

Overall, the Agency completed a total of 137 requests related to the *Access to Information Act* (95 access requests and 42 access consultation requests), an increase of 121 percent from the previous reporting period.

## EDUCATION AND TRAINING

Due to the pandemic and the corresponding Government of Canada and public health requirements, there was no in-person ATIP training during the 2021–2022 fiscal year. Four training sessions via Microsoft Teams were conducted in January 2022. Of these sessions, one was in French and three were in English, for a total of 103 attendees.

All FedDev Ontario employees are required to take the Canada School of Public Service course on Access to Information and Privacy Fundamentals. Between April 1, 2021, and March 31, 2022, 69 people completed the course.

Throughout the reporting period, the ATIP Coordinator provided ongoing advice and coaching to employees on access to information related matters, as required.

Guidelines and procedures are provided to staff as part of the tasking documentation when they are tasked to respond to an access to information request.

## **INSTITUTIONAL POLICIES AND PROCEDURES**

The ATIP office determines and implements best practices on an ongoing basis as topics arise.

The ATIP office actively encourages open communication with its Liaison Officers and Offices of Primary Interest.

## **COMPLAINTS, INVESTIGATIONS AND COURT ACTION**

There was one complaint received from the Office of the Information Commissioner pursuant to Section 32 during the reporting period concerning the administration of the Act. There was no investigation or court action during this period.

## **MONITORING COMPLIANCE**

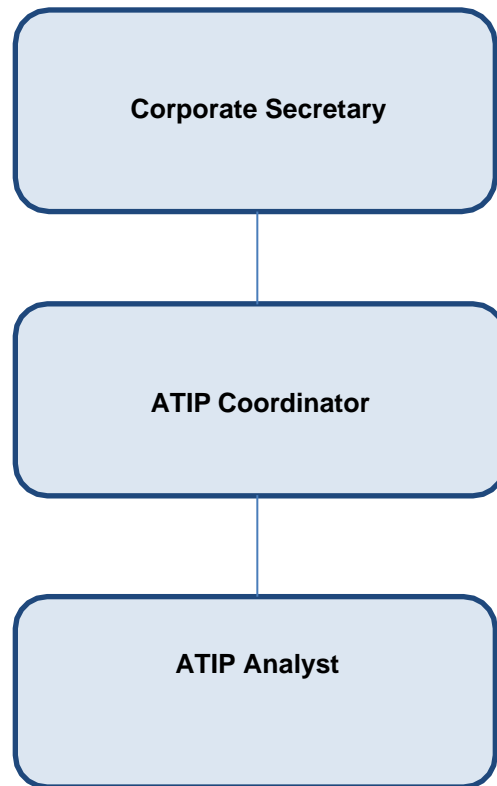
The ATIP office monitors a number of metrics for requests. Response rates are monitored on an ongoing basis to ensure that responses are within allowable periods.

A weekly report is provided to the Minister's Office listing the number of active requests (including access consultations and privacy requests), the number of new requests received, the status of each request and the estimated release date for each.

Ad hoc reporting takes place as required. The Vice-Presidents, Director Generals or the Office of the President are notified as appropriate.

## ANNEX A – Structure of Access to Information and Privacy Office

### Access to Information and Privacy Office



## ANNEX B – Delegation Order

Federal Economic Development Agency for Southern Ontario /  
Agence fédérale de développement économique pour le Sud de  
l'Ontario

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

#### *Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information et de la Loi sur protection des renseignements personnels*

The President of the Federal Economic Development Agency for Southern Ontario, pursuant to section 73 of the *Access to Information Act* and the *Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers and functions of the President as the head of a government institution, under the sections of the Acts set out in the schedule opposite each position. This Delegation Order supersedes all previous Delegation Orders.

En vertu de l'article 73 de la *Loi sur l'accès à l'information* et la *Loi sur la protection des renseignements personnels*, la Présidente de l'Agence fédérale de développement économique pour le Sud de l'Ontario délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire lesdits postes, les attributions dont il est, en qualité de responsable d'une institution fédérale, investie par les articles des lois mentionnées en regard de chaque poste. Le présent décret de délégation remplace et annule tout décret antérieur.

#### **Schedule / Annexe**

Position / Poste  
Regulations /

*Access to Information Act /  
and Regulations  
Loi sur l'accès à l'information  
et règlements*

*Privacy Act and  
Regulations  
Loi sur la protection  
des renseignements  
personnels et  
reglements*

Corporate Secretary /  
Secrétaire générale

Full authority /  
Autorité absolue

Full authority /  
Autorité absolue

and


Access to Information and Privacy  
Coordinator, Corporate Secretariat /  
Coordonnateur de l'accès à l'information  
et de la protection des renseignements  
personnels, Secrétariat ministériel

Full authority /  
Autorité absolue

Full authority /  
Autorité absolue

Dated at the City of Ottawa  
this      day of                      , 2021

Daté en la ville d'Ottawa  
ce      jour de                      2021

**Gardiner,  
Nancy**  Digitally signed by Gardiner, Nancy  
DN: C=CA, O=GC, OU=FEDDEVONT,  
CN="Gardiner, Nancy"  
Reason: I am approving this document  
Location: your signing location here  
Date: 2021.09.23 11:44:19-04'00'  
Foxit PhantomPDF Version: 10.1.4

Nancy Gardiner, President  
Federal Economic Development Agency for Southern Ontario

Nancy Gardiner, Présidente  
Agence fédérale de développement économique pour le Sud de l'Ontario

## ANNEX C – Statistical Report on the Access to Information Act



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

**Name of institution:** Federal Economic Development Agency for Southern Ontario

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

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

##### 1.1 Number of requests

		Number of Requests
Received during reporting period		89
Outstanding from previous reporting periods		17
• Outstanding from previous reporting period	11	
• Outstanding from more than one reporting period	6	
<b>Total</b>		106
Closed during reporting period		95
Carried over to next reporting period		11
• Carried over within legislated timeline	4	
• Carried over beyond legislated timeline	7	

## 1.2 Sources of requests

Source	Number of Requests
Media	68
Academia	1
Business (private sector)	5
Organization	0
Public	13
Decline to Identify	2
<b>Total</b>	<b>89</b>

## 1.3 Channels of requests

Source	Number of Requests
Online	88
E-mail	0
Mail	1
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>89</b>

## Section 2: Informal Requests

### 2.1 Number of informal requests

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

## 2.2 Channels of informal requests

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

## 2.3 Completion time of informal requests

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

## 2.4 Pages released informally

Less Than 100 Pages Released		100-500 Pages Released		501-1000 Pages Released		1001-5000 Pages Released		More Than 5000 Pages Released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
1	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>	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	7	0	1	0	0	0	8
Disclosed in part	0	20	6	46	5	0	2	79
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	3	1	0	0	0	0	0	4
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	3	0	0	0	0	0	1	4
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
<b>Total</b>	6	28	6	47	5	0	3	95

## 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)	13
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	60
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	2
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)	37	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)	74	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)	72	26	3
16(1)(a)(ii)	0	16.5	0	20(1)(d)	44		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
16(1)(c)	0						
16(1)(d)	0						

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

## 4.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	0	69(1)	0	69(1)(g) re (a)	2
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)	1
68.1	0	69(1)(c)	0	69(1)(g) re (d)	1
68.2(a)	0	69(1)(d)	1	69(1)(g) re (e)	2
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	91	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
8420	6116	91

##### 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	8	290	0	0	0	0	0	0	0	0
Disclosed in part	76	1391	1	413	0	0	2	5407	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	3	0	0	0	1	919	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>	87	1681	1	413	1	919	2	5407	0	0

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

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

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

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

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

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

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

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

#### 4.5.7 Other complexities

<b>Disposition</b>	<b>Consultation Required</b>	<b>Legal Advice Sought</b>	<b>Other</b>	<b>Total</b>
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

<b>Number of requests closed within legislated timelines</b>	92
<b>Percentage of requests closed within legislated timelines (%)</b>	96.84210526

#### 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
3	0	1	0	2

##### 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	1	2	3
<b>Total</b>	1	2	3

#### 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>	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	1	0	0	0
Disclosed in part	47	2	8	7
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	1	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>	49	2	8	7

### 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	6	0	4	0
31 to 60 days	18	0	0	0
61 to 120 days	24	2	4	7
121 to 180 days	1	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
<b>Total</b>	49	2	8	7

## Section 6: Fees

Fee Type	Fee Collected	Fee Waived	Fee Refunded
----------	---------------	------------	--------------



	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	27	\$135.00	62	\$310.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	27	\$135.00	62	\$310.00	0	\$0.00

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

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

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	41	1224	1	240
Outstanding from the previous reporting period	0	0	0	0
<b>Total</b>	41	1224	1	240
Closed during the reporting period	41	1224	1	240
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
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	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	31	5	1	0	0	0	0	37
Disclose in part	3	1	0	0	0	0	0	4
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>	34	6	1	0	0	0	0	41

### 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
	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	1	0	0	0	0	0	1
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>	0	1	0	0	0	0	0	1

## 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	2	23	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>	2	23	0	0	0	0	0	0	0	0

## 8.2 Requests with Privy Council Office

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

## Section 9: Investigations and Reports of finding

### 9.1 Investigations

<b>Section 32 Notice of intention to investigate</b>	<b>Subsection 30(5) Ceased to investigate</b>	<b>Section 35 Formal Representations</b>
1	0	0

**9.2 Investigations and Reports of finding**

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

**Section 10: Court Action**

**10.1 Court actions on complaints**

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

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

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

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

**11.1 Allocated Costs**

<b>Expenditures</b>	<b>Amount</b>
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Salaries		\$173,482
Overtime		\$0
Goods and Services		\$6,430
• Professional services contracts	\$0	
• Other	\$6,430	
<b>Total</b>		<b>\$179,912</b>

## 11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	1.861
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>1.861</b>