



Federal Economic Development
Agency for Northern Ontario

Agence fédérale de développement
économique pour le Nord de l'Ontario

Federal Economic Development Agency for Northern Ontario

Annual Report on the Administration of the *Access to Information Act* 2022-2023

Canada 

Annual Report on the Administration of the
Access to Information Act 2022-2023

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Table of Contents

Introduction	4
Purpose	4
Institutional mandate	4
Organizational structure	5
Delegation of authority	6
Performance	6
Responses within legislated timelines	6
Multi-year trends	6
Requests carried-in from 2020-2021 and carried-forward to 2022-2023	6
Completion times for closed requests	6
Disposition of requests	6
Vexatious requests	6
Exemptions and exclusions	6
Sources of requests	6
Extensions	6
Topics and formats of information requested	6
Consultations completed for other institutions	6
COVID-19 impacts and operational measures	6
Annual statistical report	7
Fees and operating costs	7
Access to information fees	7
Operating costs	7
Training and awareness	7
Policies, guidelines, procedures and initiatives	7
Key issues and actions taken on complaints	8
Monitoring compliance	8
ANNEX A – Annual statistical report on the <i>Access to Information Act</i>	9
ANNEX B – Delegation of ATIP authority	21

Introduction

Purpose

The *Access to Information Act* (Revised Statutes of Canada, 1985, Chapter A-1) was proclaimed on July 1, 1983.

The *Access to Information Act* gives Canadian citizens and permanent residents a broad right of access to information contained in government records, subject to certain specific and limited exceptions.

Section 94 of the *Access to Information 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.

Section 20 of the *Service Fees Act* requires a responsible authority to report annually to Parliament on the fees collected by institutions.

This annual report is tabled in Parliament pursuant to section 94 of the *Access to Information Act* and section 20 of the *Service Fees Act* and describes how the Federal Economic Development Agency for Northern Ontario (FedNor) administered its responsibilities for the reporting period.

Institutional mandate

FedNor is the Government of Canada's economic development organization for [Northern Ontario](#), and as such, it is key to helping deliver on the federal government's [Prosperity and Growth Strategy for Northern Ontario](#).

Through its programs and services, and through its financial support of projects that lead to job creation and economic growth, FedNor works with businesses and community partners to build a stronger Northern Ontario.

FedNor has two main funding vehicles: the [Northern Ontario Development Program \(NODP\)](#), which focuses on [community economic development](#), and the [Regional Economic Growth through Innovation \(REGI\)](#) program, which focuses on business [scale-up and productivity](#), and [regional innovation ecosystems](#).

Through the [Community Futures Program](#), FedNor also supports a network of 24 Community Futures Development Corporations (CFDCs) across Northern Ontario. These locally driven CFDCs provide business financing and services, as well as support for community-based economic development projects.

Also, as the need is determined and priorities change, FedNor delivers other Government of Canada programs designed to contribute to economic development in Northern Ontario. Recent examples include the [Economic Development Initiative \(EDI\)](#) for Official Language Minority Communities and the [Women Entrepreneurship Strategy](#).

In addition to its efforts through these funding vehicles, FedNor is strongly focused on outreach and collaboration efforts that engage community leaders and stakeholders as we work to better meet the current and future needs of Northern Ontario. FedNor does this by identifying and actively leading important files including the emerging Ring of Fire mining development – considered a generational mining opportunity that could re-shape Northern Ontario's economy – as well as by collaborating with our federal partners to ensure Northerners have full access to the wide slate of programs and services offered by the Government of Canada.

In short, FedNor is your federal partner in Northern Ontario.

On August 12, 2021, FedNor ceased to operate as an initiative of Innovation, Science and Economic Development Canada, and became a fully independent agency of the Government of Canada, led by the Honourable Patty Hajdu, Minister of Indigenous Services and Minister for the Federal Economic Development Agency for Northern Ontario. At the time of this report, FedNor is also led and supported by President Valerie Gideon.

For more information on the Agency's organizational mandate letter commitments, see the [ministers' mandate letters](#) section of the Prime Minister's website.

Organizational structure

Since the establishment of FedNor as a fully independent agency of the Government of Canada on August 12, 2021, Access to Information and Privacy (ATIP) Services has been part of FedNor's Corporate Services office, located in Sudbury, Ontario, where one employee is responsible for coordinating ATIP functions, as one of multiple corporate services responsibilities.

ATIP Services is responsible for the implementation and management of programs and services relating to the administration of the *Access to Information Act* and the *Privacy Act* for the Agency. Specifically, ATIP Services makes decisions on the disposition of ATI and privacy requests; promotes awareness of the legislation to ensure departmental responsiveness to statutory obligations; monitors and advises on departmental compliance with the Acts, regulations, procedures, and policies; and represents FedNor on ATIP matters when dealing with the Treasury Board of Canada Secretariat (TBS), the Office of the Information Commissioner of Canada, the Office of the Privacy Commissioner of Canada, the Privy Council Office, and other government institutions. ATIP Services is also responsible for consulting with other federal departments and third parties with respect to ATIP requests.

Section 96 of the *Access to Information Act* permits institutions reporting to the same minister to enter into agreements with each other for the purpose of sharing ATIP resources and capacity. However, FedNor currently has no such agreements in place. However, a memorandum of understanding was in place with Innovation, Science and Economic Development Canada to support the fulfilment of certain ATIP reporting functions, during FedNor's transition to a fully independent Agency. The memorandum of understanding expired on March 31, 2023.

Delegation of authority

FedNor's enabling legislation identifies its head as being the Deputy Minister / President. In addition to managing the institution and overseeing management of its personnel, the Deputy Minister / President is responsible for the application of the *Access to Information Act* (ATI). As at March 31, 2023, the Deputy Minister / President had not delegated any authority to other individuals.

Performance

FedNor received no requests under the *Access to Information Act* during the reporting period. Further, as FedNor was only established as a fully independent operating agency of the Government of Canada on August 12, 2021, the Agency had no requests carried-in from the previous year. Therefore, there is nil information to report for the following reporting components prescribed by the Treasury Board of Canada Secretariat (TBS):

- Responses within legislated timelines;
- Multi-year trends;
- Requests carried-in from 2020-2021 and carried-forward to 2022-2023;
- Completion times for closed requests;
- Disposition of requests;
- Vexatious requests;
- Exemptions and exclusions;
- Sources of requests;
- Extensions; or
- Topics and formats of information requested.

Consultations completed for other institutions

FedNor received eight consultation requests from other Government of Canada departments. Of those eight cases, seven were received during the reporting period, and one was outstanding from the previous reporting period. The Agency completed these eight requests during the reporting period. Two were processed within 1-15 days, four within 16-30 days, two within 31-60 days. Of the eight requests, 87.5% involved recommendations for records to be disclosed entirely and 12.5% involved recommendations for records to be disclosed in part.

COVID-19 impacts and operational measures

FedNor's ATIP Services were not affected by the COVID-19 pandemic during the reporting period.

Annual statistical report

The TBS prescribes requirements for annual statistical reports on the *Access to Information Act*, which must comprise part of the corresponding annual reports to Parliament. FedNor's Annual Statistical Report on the *Access to Information Act* is attached to this report as Annex A.

Fees and operating costs

Access to information fees

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 *Access to Information Act*, the information below is reported in accordance with the requirements of section 20 of the *Service Fees Act*.

In accordance with the changes to the *Access to Information Act* that came into force on June 21, 2019, FedNor may only charge an application fee of \$5, as set out in paragraph 7(1)(a) of the Regulations. Pursuant to the Directive on Access to Information Requests, issued on July 13, 2022, institutions can waive this application fee as deemed appropriate.

As FedNor received no requests under the *Access to Information Act* during the reporting period, no fees were collected or waived.

Operating costs

The cost of delivering FedNor's Access to Information program and services for 2022–2023 was \$15,385, all of which were salary costs, equating to 0.180 full-time employees, when averaged over the year. There were no additional operating expenses.

Training and awareness

FedNor did not conduct any ATIP training and awareness activities during the reporting period.

Policies, guidelines, procedures, and initiatives

FedNor did not develop any new policies, guidelines or procedures or undertake any new initiatives pertaining to ATIP during the reporting period.

Key issues and actions taken on complaints

As FedNor neither carried-in any outstanding requests from the previous year under the *Access to Information Act*, nor received any new requests during the current reporting period, there is nil information to report on complaints.

No audits relating to the administration of the *Access to Information Act* were conducted during the reporting period.

Monitoring compliance

In consideration of having received no requests under the *Access to Information Act* since becoming a fully independent agency of the Government of Canada on August 12, 2021, FedNor has yet to develop any strategies or plans pertaining to ATIP compliance.

ANNEX A

Annual statistical report on the *Access to Information Act*

Name of institution: Federal Economic Development Agency for Northern Ontario

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

Section 1: Requests under the *Access to Information Act*

1.1 Number of requests

		Number of requests
Received during reporting period		0
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
Total		0
Closed during reporting period		0
Carried over to next reporting period		0
• Carried over within legislated timelines	0	
• Carried over beyond legislated timelines	0	

1.2 Sources of requests

Sources	Number of requests
Media	0
Academia	0
Business (private sector)	0
Organization	0
Public	0
Decline to identify	0
Total	0

1.3 Channels of requests

Source	Number of requests
Online	0
E-mail	0
Mail	0
In-person	0
Telephone	0
Facsimile	0
Total	0

Section 2: Informal Requests

2.1 Number of informal requests

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

2.2 Channels of informal requests

Source	Number of requests
Online	0
E-mail	0
Mail	0
In-person	0
Telephone	0
Facsimile	0
Total	0

2.3 Completion time of informal requests

Completion time							
1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 365 days	Total
0	0	0	0	0	0	0	0

2.4 Pages released informally

Less than 100 pages released		100-500 pages released		501-1000 pages released		1001-5000 pages released		+ 5000 pages released	
# of requests	Pages released	# of requests	Pages released	# of requests	Pages released	# of requests	Pages released	# of requests	Pages released
0	0	0	0	0	0	0	0	0	0

Annual Report on the Administration of the
Access to Information Act 2022-2023

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		+ 5000 pages re-released	
# of requests	Pages released	# of requests	Pages released	# of requests	Pages released	# of requests	Pages released	# of requests	Pages 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
Total	0
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

Section 4: Requests closed during the reporting period

4.1 Disposition and completion time

Disposition of requests	Completion time							Total
	1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 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	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	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

4.2 Exemptions

Section	# of requests	Section	# of requests	Section	# of requests	Section	# of requests
13(1)(a)	0	16(1)(b)	0	16.5	0	20(1)(c)	0
13(1)(b)	0	16(1)(c)	0	16.6	0	20(1)(d)	0
13(1)(c)	0	16(1)(d)	0	17	0	20.1	0
13(1)(d)	0	16(2)	0	18(a)	0	20.2	0
13(1)(e)	0	16(2)(a)	0	18(b)	0	20.4	0
14	0	16(2)(b)	0	18(c)	0	21(1)(a)	0
14(a)	0	16(2)(c)	0	18(d)	0	21(1)(b)	0
14(b)	0	16(3)	0	18.1(1)(a)	0	21(1)(c)	0
15(1)	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(d)	0
15(1) IA*	0	16.1(1)(b)	0	18.1(1)(c)	0	22	0
15(1) Def*	0	16.1(1)(c)	0	18.1(1)(d)	0	22.1(1)	0
15(1) SA*	0	16.1(1)(d)	0	19(1)	0	23	0
16(1)(a)(i)	0	16.2(1)	0	20(1)(a)	0	23.1	0
		16.3	0				
16(1)(a)(ii)	0	16.4(1)(a)	0	20(1)(b)	0	24(1)	0
16(1)(a)(iii)	0	16.4(1)(b)	0	20(1)(b.1)	0	26	0

* IA (International Affairs), Def (Defence of Canada), SA (Subversive Activities)

4.3 Exclusions

Section	# of requests	Section	# of requests	Section	# 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

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 and e-record formats

# of pages processed	# of pages disclosed	# of requests
0	0	0

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		101-500 pages processed		501-1000 pages processed		1001-5000 pages processed		More than 5000 pages processed	
	# of requests	Pages processed	# of requests	Pages processed	# of requests	Pages processed	# of requests	Pages processed	# 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	0	0	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

4.5.3 Relevant minutes processed and disclosed for audio formats

# of minutes processed	# of minutes disclosed	# 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		+ 120 minutes processed	
	# of requests	Minutes processed	# of requests	Minutes processed	# of requests	Minutes processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	0	0	0	0	0	0

4.5.5 Relevant minutes processed and disclosed for video formats

# of minutes processed	# of minutes disclosed	# 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		+ 120 minutes processed	
	# of requests	Minutes processed	# of requests	Minutes processed	# of requests	Minutes processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	0	0	0	0	0	0

4.5.7 Other complexities

Disposition	Consultation required	Legal advice sought	Other	Total
All disclosed	0	0	0	0
Disclosed in part	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
Total	0	0	0	0

4.6 Closed requests

Number of requests closed within legislated timelines	0
Percentage of requests closed with legislated timelines	0

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 or workload	External consultation	Internal consultation	Other
0	0	0	0	0

4.7.2 Requests closed beyond legislated timelines (including any extensions taken)

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

4.8 Requests for translation

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

Section 5: Extensions

5.1 Reasons for extensions and disposition of requests

Disposition of requests where an extension was taken	9(1)(a) Interference with operations or 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
Total	0	0	0	0

5.2 Length of extensions

Length of extensions	9(1)(a) Interference with operations or 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
More than 365 days	0	0	0	0
Total	0	0	0	0

Section 6: Fees

Fee type	Fee collected		Fee waived		Fee refunded	
	# of requests	Amount	# of requests	Amount	# of requests	Amount
Application	0	\$0	0	\$0	0	\$0
Other fees	0	\$0	0	\$0	0	\$0
Total	0	\$0	0	\$0	0	\$0

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	# of pages to review	Other organizations	# of pages to review
Received during the reporting period	7	4046	0	0
Outstanding from the previous reporting period	1	1	0	0
Total	8	4047	0	0
Closed during the reporting period	8	4047	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

Recommendations	Number of days required to complete consultation requests							Total
	1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 365 days	
Disclose entirely	1	4	2	0	0	0	0	7
Disclose in part	1	0	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
Total	2	4	2	0	0	0	0	8

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

Recommendations	Number of days required to complete consultation requests							
	1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	+ 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 8: Completion time of consultations on cabinet confidence

8.1 Requests with legal services

Number of days	Less than 100 pages processed		101-500 pages processed		501-1000 pages processed		1001-5000 pages processed		More than 5000 pages processed	
	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

8.2 Requests with Privy Council Office

Number of days	Less than 100 pages processed		101-500 pages processed		501-1000 pages processed		1001-5000 pages processed		More than 5000 pages processed	
	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed	# of requests	Pages disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Section 9: Investigations and report 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		
Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
0	0	0

Section 37(2) final reports		
Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
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		\$15,385
Overtime		\$0
Goods and services		\$0
• Professional services contracts	\$0	
• Other	\$0	
Total		\$15,385

11.2 Human resources

Resources	Person years dedicated to access to information activities
Full-time employees	0.180
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
Total	0.180

Annex B

Delegation of ATIP authority

Not applicable:

FedNor's enabling legislation identifies its head as being the Deputy Minister / President. In addition to managing the institution and overseeing management of its personnel, the Deputy Minister / President is responsible for the application of the *Access to Information Act* (ATI). As at March 31, 2023, the Deputy Minister / President had not delegated any authority to other individuals.