RCMP
ROYAL CANADIAN MOUNTED POLICE

2022-2023
ANNUAL REPORT TO PARLIAMENT

ADMINISTRATION OF THE *ACCESS TO INFORMATION ACT*

2022-2023

Royal Canadian   Gendarmerie royale
Mounted Police   du Canada

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INTRODUCTION

The 2022-2023 fiscal year marks the Royal Canadian Mounted Police (RCMP)'s second year of its five-year modernization plan for its Access to Information and Privacy program. The RCMP is pleased to report some significant improvements to its performance and program overall, and is proud of its ongoing collaboration with our employees across Canada, as well as our network of partnerships with other Government of Canada departments. These improvements are also a testament to the hard work and dedication of the Branch's employees.

The biggest change to the Branch with the most impact, was the creation of three streams: Operations, Access and Privacy. By dividing the work and allowing employees in each stream to focus on their respective sections/priorities, the Branch as a whole has made important strides in compliance rates and to attract, hire and retain more staff. Employees within each stream can also better tailor their training plans and career goals to match their stream which will contribute to retention – an important goal for the Branch.

Ensuring Canadians have timely access to information so that they understand how and why the RCMP makes decisions and the challenges we face, is key to strengthening their trust in our organization. The RCMP takes these responsibilities seriously, and is committed to meeting the expectations of Canadians while protecting the integrity of the investigations undertaken on their behalf. Canadians are encouraged to monitor our work through the public website at https://www.rcmp-grc.gc.ca/en/access-information-and-privacy-programs-modernization-strategy.

The RCMP is pleased to outline in this annual report details of the manner in which it discharged its responsibilities in relation to the *Access to Information Act* (ATIA) during the reporting period. The report is prepared and tabled in Parliament in accordance with section 94 of the ATIA.

ORGANIZATIONAL STRUCTURE

Royal Canadian Mounted Police (RCMP)

In May of 2023, the RCMP marked 150 years of service as Canada's national police service. As a federal, provincial, territorial and municipal policing body, it provides federal policing services to all Canadians and policing services under contract to the three territories, eight provinces, and more than 150 communities delivered through more than 700 detachments across Canada, 600 Indigenous communities and three international airports.

The RCMP's mandate is multifaceted and includes: preventing and investigating crime; maintaining peace and order; enforcing laws; contributing to national security; ensuring the safety of state officials, visiting dignitaries and foreign missions; and, providing vital operational support services to other police and law enforcement agencies within Canada and abroad.

A Commissioner leads the RCMP and is supported by a Senior Executive Committee (SEC) made up of regular members and public servants. The role of SEC is to develop, promote and communicate strategic priorities, strategic objectives, management strategies and performance management for the purpose of direction and accountability.

The organization is subdivided into 16 divisions (ten provinces, three territories, National Division, Depot and National Headquarters in Ottawa), each of which is under the direction of a Commanding Officer or Director General.

National Headquarters includes 10 business lines and is structured as follows: Federal Policing, Contract and Indigenous Policing, Specialized Policing Services, Corporate Management and Comptrollership, Human Resources, Internal Audit and Evaluation, Professional Responsibility Sector, Strategic Policy and External Relations, and Legal Services.

Work began in June 2022 on the transformation of Federal Policing, which will see the consolidation of National Division in fiscal year 2023-2024. This change fits in with the broader vision for the RCMP and Federal Policing's modernization efforts. The Federal Policing program will be shifting from the current divisional model to a regional model, whereby the country will be divided up into four Federal Policing regions. In support of regionalization and in light of National Division's dual mandates, this shift to regionalization will have an impact on the Division in its entirety.

Access to Information and Privacy (ATIP) Branch

The RCMP established the ATIP Branch in 1983, as the central contact point for matters arising from both the ATIA and *Privacy Act* (PA). During the reporting period, the ATIP Branch fell within the Strategic Policy and External Relations Directorate.

During the 2022-2023 fiscal year, the RCMP was not party to any service agreements in accordance with Section 96 of the ATIA.

With modernizing the ATIP program, significant restructuring of the ATIP Branch occurred during the reporting year. A new executive structure was created and is lead by a Director General. This position is supported by three directors. Each of these directors leads a specialized team and they include: Access to Information, Privacy, and Operational Support.

The Director General acts on behalf of the head of the institution as the Departmental Access to Information and Privacy Coordinator for the RCMP. The ATIP Coordinator ensures compliance with both the spirit and the intent of the ATIA and PA, as well as all associated regulations, policies and guidelines. The Director General position is also tasked with leading the program's broad modernization efforts.

Operational Support Stream

Led by a Director, the Operational Support stream is responsible for the opening, clarifying, processing and tasking of incoming requests. It further supports the Branch through the maintenance of the ATIP case management and redaction system/database, data analysis and reports on program performance. This stream also is responsible for overseeing and processing formal *Access to Information Act* or *Privacy Act* requests related to the Body Worn Camera (BWC) initiative or BWC footage contained in operational files.

When tasking requests, the Operational Support stream works closely with divisional Liaison Officers (LOs) and record holders, known as the Office of Primary Interest (OPIs). Some responsibilities of the LOs and OPIs include:

Liaison Officers: LOs are responsible for forwarding all ATIP requests to the appropriate personnel (i.e., OPIs) within their business lines or divisions. Other responsibilities include: tracking submissions to ensure responsive records are sent by OPIs to the ATIP Branch; ensuring responses are on time; and, documenting and communicating internal RCMP ATIP processes to all who facilitate the processing of requests.

Office of Primary Interest: As the record holders, some of the OPIs' responsibilities include: providing electronic copies of the responsive records; reviewing records for duplication; ensuring that the information falls within the scope of the request; notifying the ATIP Branch if records are voluminous; and, advising the Branch or LO if an extension is required.

As mentioned above, with the introduction of a significant operational change and the division of the ATIP Branch into three specialized streams (Operational Support, Access to Information and Privacy), the Branch has allowed for a more functional streamlined process and better specialized growth opportunities for its analysts. The change also enables greater development for employees new to the ATIP community and for those wishing to continue in this field. Creating the two disclosure streams has allowed analysts to become experts in the specific fields and with the type of records processed in applying the Acts and Regulations. It is also providing for a more consistent approach and stronger relationships with LOs, OPIs and external stakeholders. To highlight, the RCMP received numerous ATIP requests and consultations related to the Freedom Convoy. With the new streams, the ATIP Branch was able to assign one analyst to review and respond to all convoy related requests. This new approach ensured uniformity to the processing and review of records as the analyst had a thorough knowledge of the previous records processed. This approach ultimately resulted in a quicker turnaround time in processing, reviewing and completing requests.

Access to Information Stream

Led by a Director, the Access stream is responsible for responding to all formal requests made under the ATIA. This stream is made up of four disclosure teams, each with an area of expertise. The first team focuses on the on-time requests, helping the RCMP meet its obligations under the Act. The second team specifically looks at the most dated backlog files in order to reduce the risk associated with these dated requests. A new team, made up of highly experienced analysts, has been formed to address sensitive investigations which may require extensive consultations or unique knowledge in order to process. The fourth team is responsible for reviewing and responding to complaints received through the Office of the Information Commissioner (OIC).

The Access Stream led the overall coordination of the proactive publication requirements of Bill C-58 for the RCMP and continues to work with sections responsible for producing briefing materials and reports in order to ensure the RCMP meets the legislative requirements.

Privacy Stream

Led by a Director, the Privacy stream has two units responsible for processing personal information requests and supporting compliance of the RCMP's program delivery with the provisions of the PA and the policies and directives of the Treasury Board of Canada Secretariat (TBS).

Privacy Disclosure Unit: This unit processes all formal requests under the PA. Currently there are two teams dedicated to the review and processing of requests for personal information. Another team reviews and responds to complaints received through the Office of the Privacy Commissioner (OPC).

Privacy Policy Unit: Privacy Policy Unit is divided into two interrelated but distinct teams: Privacy Client Engagement and Outreach team and the Privacy Compliance and Governance team.

These dedicated professionals provide policy advice and expertise to the RCMP on privacy-related issues, including: providing recommendations to conduct Privacy Impact Assessments (PIAs), supporting in drafting those PIAs, reviewing RCMP agreements and contracts (e.g. MOUs, ISAs, RFPs), and assisting with

the investigation of privacy breaches and complaints under sections 4-8 of the PA. In addition, the team reviews and creates internal policies that reflect TBS policy, directives and guidance as well as expectations from the Office of the Information Commissioner (OIC) and Office of the Privacy Commissioner (OPC). The team works to ensure the RCMP is meeting its obligations as described in section 4.2 of TBS's Policy on Privacy Protection and the *Privacy Act*.

DELEGATION ORDER

The Departmental ATIP Coordinator has full authority to administer the legislation. A copy of the signed Delegation Order is included in Appendix A. Of note, due to the reorganization of the Branch (see Section 6), this delegation order is being updated to reflect the new operational structure.

PERFORMANCE FOR 2022-2023

This section provides on overview of the RCMP's performance with respect to records requested under the ATIA for the 2022-2023 reporting year. The completed statistical report is found in Appendix B, and the supplemental statistical report is found in Appendix C.

The ATIP Branch remained operational during FY 2022-2023 reporting period; there were no significant impacts on ATIP performance attributable to COVID-19. The Branch continued to work closely with its partners and stakeholders in finding solutions and reviewing processes to ensure that it responded to Canadians' requests in a satisfactory and timely manner. However, it continued to face challenges that resulted in response delays to requests submitted. Despite its legislative responsibilities, certain realities prevented the RCMP from responding on time.

During the reporting period, some delays were attributable to the following:

- operational requirements that called for RCMP members and employees to be redeployed for instance: natural disasters like wildfires and flooding, significant investigations (Mass Casualty Commission, Freedom Convoy activities, police assistance for pipeline projects), and major events such as the papal visit, to name a few;
- the RCMP still relies heavily on paper-based processes, with records that have not been digitized;
- the extensive search required (more than 750 locations throughout Canada); and
- the lack of experienced ATIP analysts.

The RCMP recognizes the importance of complying with legislated timelines. That is why it continues to overhaul its program and address these issues by:

- devoting resources to improve the timeliness of responses;
- modernizing/streamlining policies and procedures within the program to enhance operational efficiency; and
- expanding training and awareness campaigns for RCMP personnel to ensure they understand the obligation to respond within legislated timeframes.

Compliance

The ATIP Branch saw an increase in compliance for the number of requests closed within the legislated time frames under the ATIA. In the 2022-2023 fiscal year, compliance increased to 42% from 40.1% in the previous fiscal year. The increase is due, in part, to modifications in processes within the Branch, resulting in efficiencies, increased efforts in human resources (staffing, training, retention) and the utilization of contractors to complete complex late files in order to address legislative compliance.

Requests Received and Closed

As noted in the Statistical Report in Appendix B, the RCMP received a total of 5,510 new requests under the ATIA in 2022-2023. In addition, there were 6,171 requests outstanding from the previous reporting periods for a total of 11,681 requests. Of these, 5,633 requests were completed and 6,048 requests carried over to the 2023-2024 fiscal year. Of the completed requests, 6.5% were fully disclosed and 53.5% were partially disclosed.

Generally, ATIA requests cover a variety of topics and can include information about contracts/program costs and expenses, information related to security issues, operational file material, as well as the management of the RCMP. Of note, a large number of the ATIA requests processed were for personal information.

As demonstrated below, there has been a moderate increase in the number of requests received compared to the previous reporting period. Similarly, the number of requests closed for this reporting period increased by 2% compared to the previous fiscal year, and was 15.6% higher than the 2020-2021 fiscal year. This increase can be associated with the modernization of the program: increased staffing efforts, several process improvements and the assistance of consultants.

Workload

Fiscal year	Received	Outstanding	Completed	Carried over
2020-2021	5,314	3,887	3,430	5,771
2021-2022	5,423	5,835	5,085	6,173
2022-2023	5,510	6,171	5,633	6,048
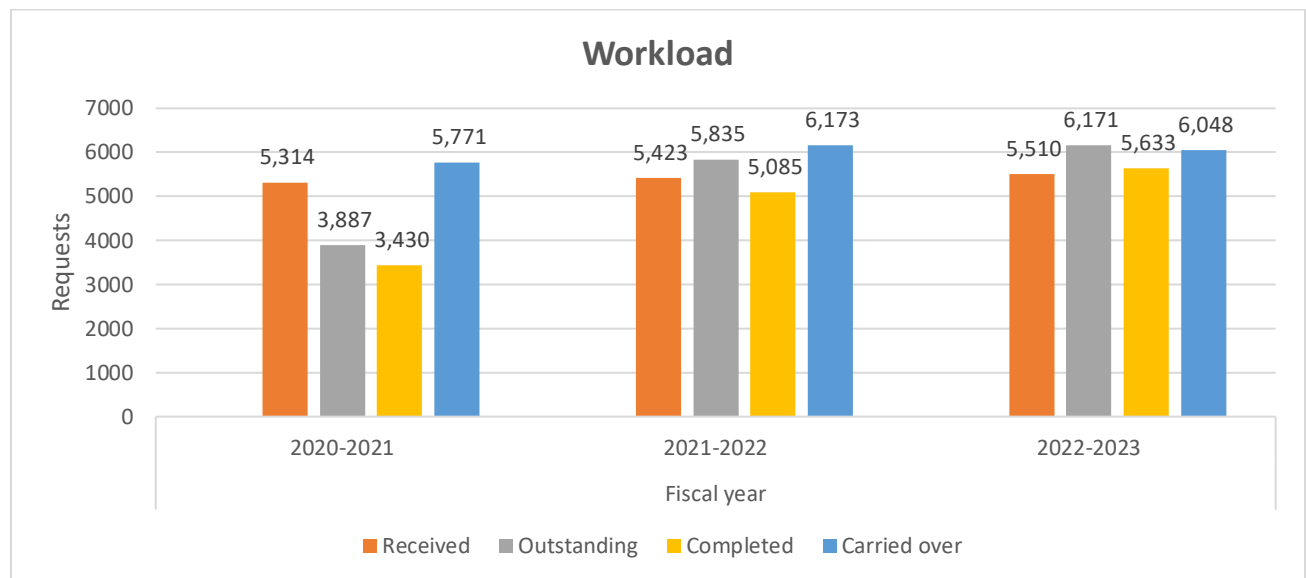
Sources of Requests

During the 2022-2023 fiscal year, a total of 5,510 requests were received. The sources of these requests were as follows:

• 3,331 (60%) from the public

• 1,178 (21%) from business

• 293 (5%) from the media

• 136 (3%) from organizations

• 121 (2%) from academia

• 451 (8%) declined to identify

**percentages have been rounded and do not add to 100
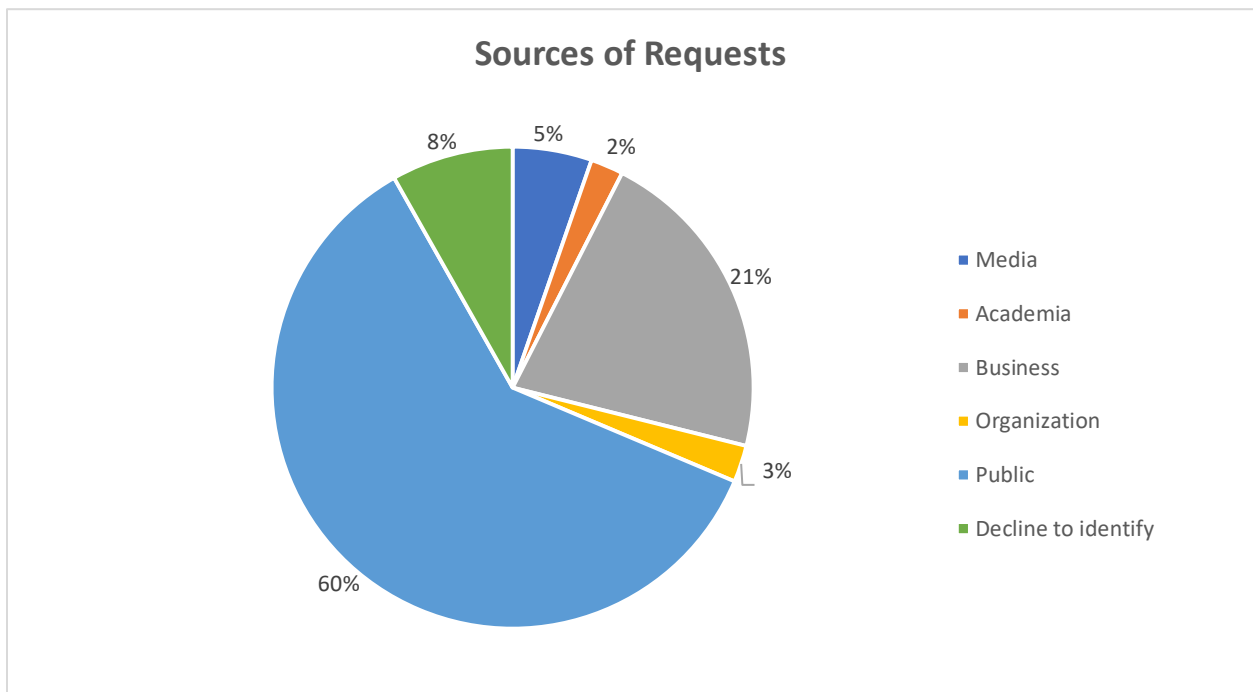
Pages Processed

The ATIP Branch's level of output for the number of pages processed under the ATIA during the 2022-2023 fiscal year decreased by 6% compared to the 2021-2022 fiscal year, but was 68% higher than the 2020-2021 fiscal year. The decrease in 2022-2023 is attributable to the size and type of material being requested. It is not uncommon to process large requests each with thousands of pages each.

Requests completed with pages processed

Fiscal year	Number of requests
2022-2023	941,259 pages
2021-2022	1,006,354 pages
2020-2021	560,275 pages
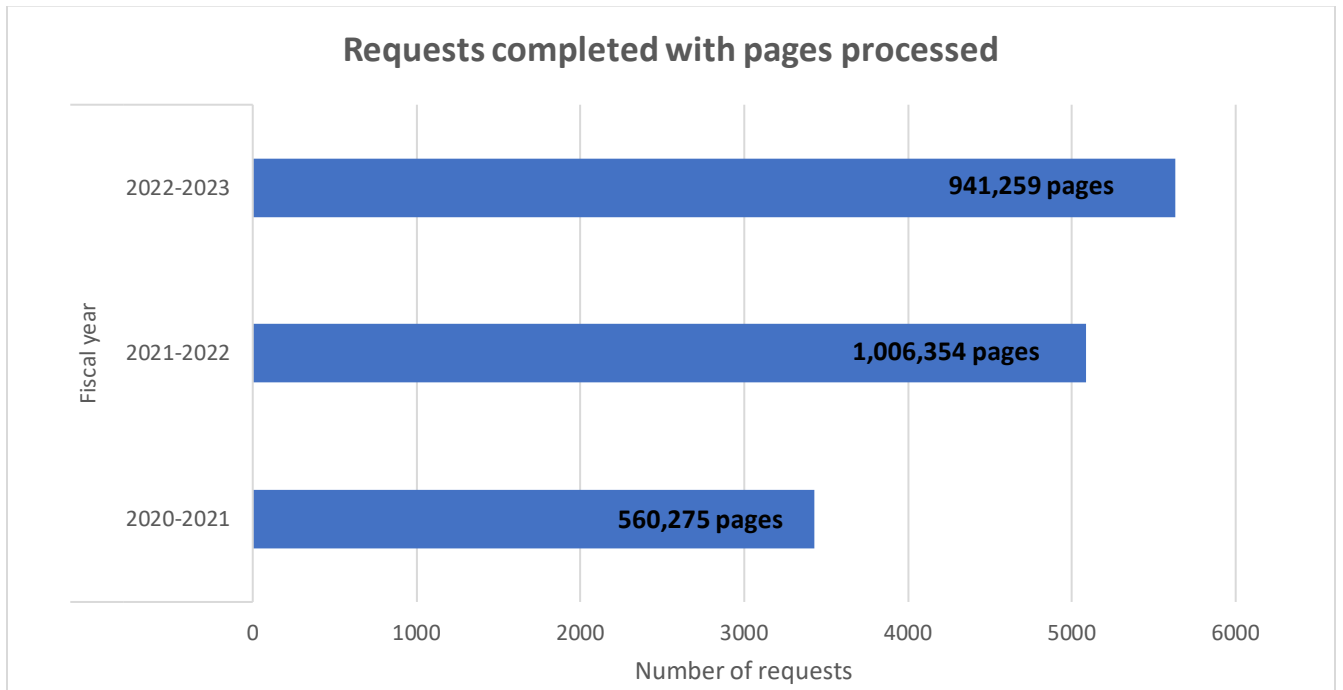
Completion Time

The ATIP Branch was able to complete a total of 1,500 (27%) requests in 30 days or less. During the reporting period, 844 (15%) requests were completed within 31-60 days, 614 (11%) were completed in 61-120 days and 2,675 (47%) were completed in more than 121 days compared to 50% in more than 121 days during the previous reporting period.
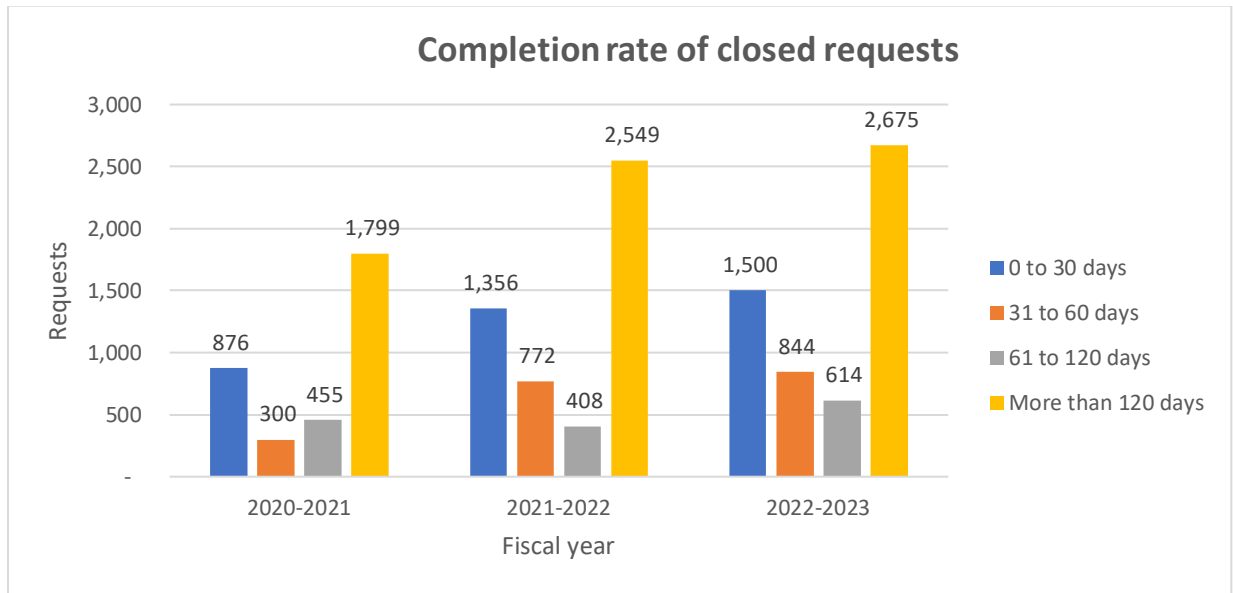
Extensions

Section 9 of the ATIA allows institutions to extend the statutory time limits to respond to a request beyond 30 days.

For the requests closed during the 2022-2023 reporting period, the RCMP sought a total of 3,084 extensions under section 9(1)(a), which pertains to unreasonable interference with operations.

A total of 29 extensions under section 9(1)(b), which pertains to necessary consultations were taken.

No extensions under section 9(1)(c) were taken for third-party consultation.

While the RCMP makes every effort to avoid extensions, the unique operational reality of the organization sometimes requires additional time to process requests. For example, during British Columbia and Alberta's wildfires and floods, several detachments were structurally impacted at various levels, others had to close, and many were on Evacuation Alert. Extensions were therefore sought for requests in these affected areas.

Length of extensions by exemption
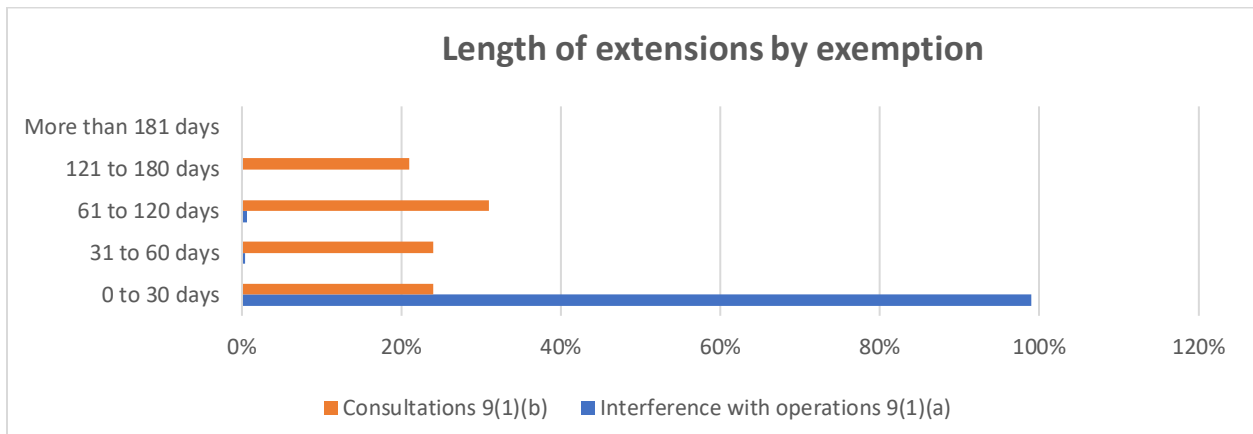
Consultations for other institutions

During the reporting period, the RCMP completed 344 consultations, totalling 19,720 pages reviewed. Of the 344 completed consultations, 302 were received from other Government of Canada (GC) institutions and 42 were from other organizations. Of those, 143 (47%) consultation from GC institutions were completed within 30 days, and 20 (48%) consultations from other organisations were completed within 30 days.

There was a minimal decrease in the number of consultations received and completed this reporting period compared to the previous reporting period; however, the number of consultations and pages received increased significantly from fiscal year 2019-2020, likely due to other Government of Canada institutions' inability to process requests during the first year of the COVID-19 pandemic.

All consultations received and completed

	2020-2021	2021-2022	2022-2023
Received	286	355	331
Completed	276	375	344

15,434 pgs received

13,026 pgs reviewed

43,858 pgs received

32,661 pgs reviewed

20,122 pgs received

19,720 pgs reviewed
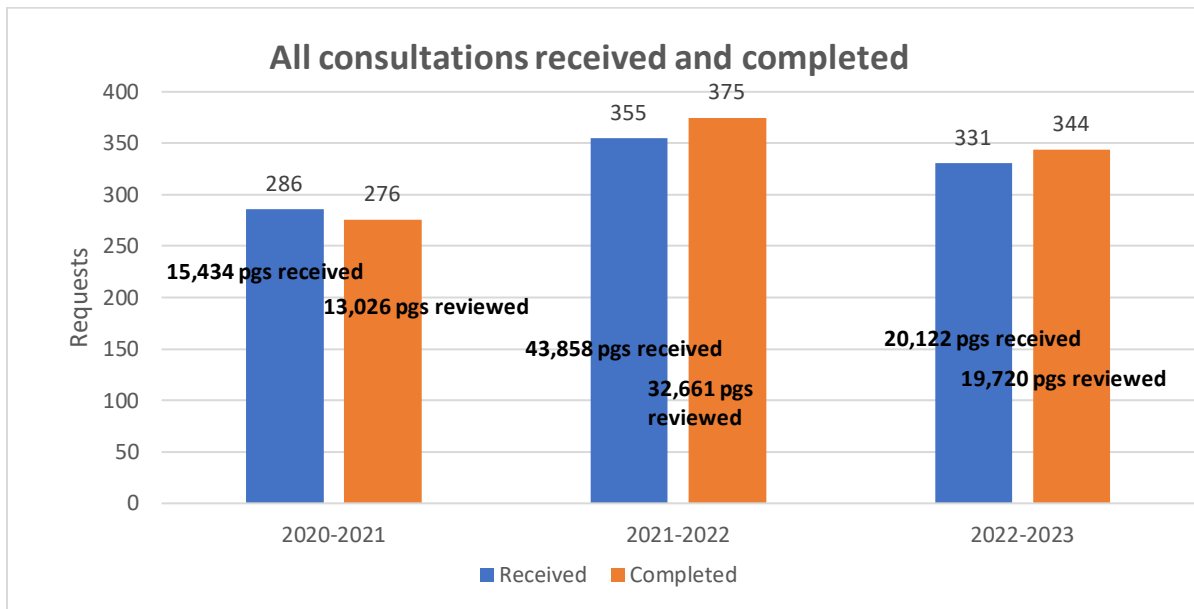
Active Outstanding Requests from Previous Reporting Periods

At the conclusion of the 2022-2023 fiscal year, a total of 6,048 requests were outstanding which is a decrease of 2% compared to the previous reporting period. Of those outstanding, 12% were carried over within legislated timelines, and 88% were carried over beyond legislated timelines.

Here are the number of the carried over requests received by fiscal year received:

• 2,725 (45%) received in 2022-2023

• 1,563 (26%) received in 2021-2022

• 1,064 (18%) received in 2020-2021

• 331 (5%) received in 2019-2020

• 212 (4%) received in 2018-2019

• 119 (2%) received in 2017-2018

• 31 (1%) received in 2016-2017

• 3 (less than 1%) received in 2015-2016 or earlier.

**percentages have been rounded and do not add to 100

Active outstanding requests from previous reporting periods

Fiscal year (y-axis), Number of requests (x-axis)

- Received in 2015-2016 or earlier
- Received in 2016-2017
- Received in 2017-2018
- Received in 2018-2019
- Received in 2019-2020
- Received in 2020-2021
- Received in 2021-2022
- Received in 2022-2023

■ Open requests that are within legislated timelines as of March 31, 2023
■ Open requests that are beyond legislated timelines as of March 31, 2023

Active Outstanding Complaints from Previous Reporting Periods

At the conclusion of the reporting period, a total of 290 complaints were outstanding. Here are the number of outstanding complaints by the fiscal year received:

• 189 (65%) received in 2022-2023

• 74 (26%) received in 2021-2022

• 6 (2%) received in 2020-2021

• 18 (6%) received in 2019-2020

• 2 (less than 1%) received in 2018-2019

• 1 (less than 1%) received in 2017-2018 or earlier

**percentages have been rounded and do not add to 100
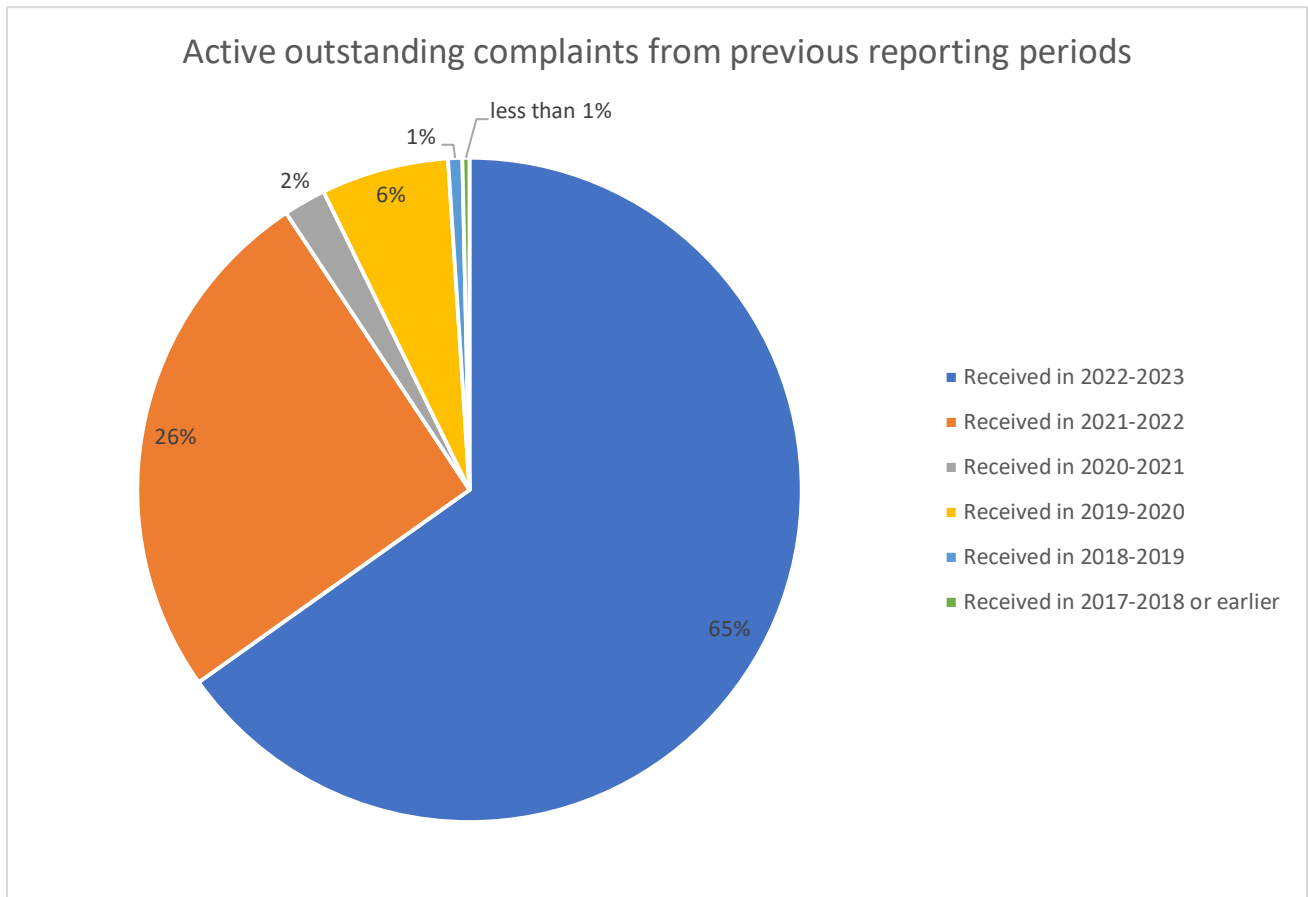
TRAINING AND AWARENESS

Continuous learning is a priority for the RCMP and the ATIP Branch is no exception. ATIP Branch staff are encouraged to seek out relevant courses and other learning opportunities as a means to enhance their knowledge and to improve their skills.

For the 2022-2023 reporting year, the ATIP Branch held regular information-sharing sessions where staff discussed files and shared best practices. As new technological tools were introduced to support remote collaboration during the pandemic, the RCMP was able to leverage these tools (particularly videoconferencing) to provide a number of training sessions to employees. In-house training and orientation were provided to new ATIP operational support staff and virtual training was provided to OIC investigators on the structure and mandate of the RCMP, the information management team in B Division (Newfoundland), the Province of British Columbia's Information Access Operations Council, and the RCMP Human Source Unit, among others. In total, 11 training sessions were given to 829 employees.

As part of the modernization efforts, the ATIP Branch began the first of a multi-year plan to visit every Division in person. These visits will provide an opportunity for the ATIP Branch, along with its partners to enhance communications by meeting directly with record holders to discuss concerns, meet with divisional management to reiterate the importance of compliance with the ATIA and the PA (including getting privacy right), and to offer training sessions to divisional personnel. In this reporting period, presentations were organized with National Division (Ottawa), O Division (Ontario) and E Division (British Columbia), reaching over 1,000 employees at all levels, including RCMP senior leaders in the divisions. These visits also served to strengthen the bonds between the ATIP Branch and our divisional LOs, the benefits of which can be seen on a daily basis. Plans are underway to continue these visits in the coming reporting period.

In an effort to encourage growth and retention in the ATIP Branch, a developmental program was approved and adopted. This program is designed to build new ATIP analysts from the ground up. In such a highly competitive field, it is important to offer employees opportunities to grow and further develop their skills. The professional development program will bring employees from a PM-01 level to a PM-04 as senior analysts.

During the previous reporting period, the ATIP Branch, in conjunction with the RCMP's Learning and Development Unit, created the *Access to Information and Privacy Fundamentals* online course available to all RCMP employees. In addition to increasing their knowledge of the ATIA and the PA, this course also provides employees with a better understanding of their responsibilities when responding to information requests and best practices when managing personal information. In 2022-2023, over 1200 new RCMP employees successfully completed the course.

ATIP divisional LOs also provided presentation sessions to their record holders (OPIs). The sessions included an overview of ATIP modernization, employee's roles and responsibilities and a list of resources. Discussions during the presentation also quelled misunderstandings regarding the process, while reinforcing proper information management. Specifically, J Division (New Brunswick) provided 16 sessions with attendance of almost 150 employees.

POLICIES, GUIDELINES AND PROCEDURES

Throughout this reporting period, the ATIP Branch continued to modernize and update internal policies and procedures to ensure alignment with current reporting standards. These changes will continue to be developed and instituted in the 2023-2024 reporting period.

During 2022-2023, the ATIP Branch accomplished the following:

- Enhanced internal processes for facilitating the transfer of files within the RCMP, including the creation of national shared drives for classified information;
- Updated the ATI, Privacy and Operations teams' standard operating procedures, which was part of the ATIP Branch's efforts to formalize internal processes;
- Modified guidelines to address its on-time and backlog files, enabling processing efficiencies;
- Worked with business lines and divisional LOs to develop guidelines, standards and awareness communiques to further facilitate RCMP ATIP modernization, and implemented new regular by-weekly meetings to resolve challenges as quickly as possible;
- Continued to lead the interdepartmental working group for the development of business continuity plans specifically for ATIP programs, which led to greater information sharing among the participating departments;
- Reviewed employee work arrangements and implemented a hybrid work model for its employees, allowing more flexibility in turns of work-life balance;
- Weekly meetings held with ATIP Branch, RCMP Communications, and Parliamentary Affairs ensured the organization was able to properly brief the Commissioner and Minister's office should questions arise. The meetings also provided insight to the ATIP Branch of topics that generated media interest and would result in requests;
- Successfully piloted the temporary hiring of employees from across the country who can work remotely, to support the divisions;
- Onboarding remote employees as part of ATIP Branch modernization to increase the pool of ATIP experienced employees outside of the National Capital Region; and
- Development of new operational policies for unique types of materials. As an example, a new directive has been approved by ATIP Branch and the Human Source Unit on how to process requests containing source information.

Our divisional LOs are also working to establish processes and workflows. Specifically, E Division (British Columbia) is building their team, creating shared proxy accounts for ATIP requests for over 40 units/detachments, leveraging collaboration tools for improved communications and ensuring consistent and streamlined processes while building a stronger governance framework. As well, F Division (Saskatchewan) assisted with the development of privacy notice statements and questionnaires and reviewing MOUs and coaching junior staff.

PROACTIVE PUBLICATION UNDER PART 2 OF THE ATIA

As part of the government's commitment to raising the bar for openness and transparency, Bill C-58 created Part 2 of the ATIA which put into law proactive disclosure practices previously only covered by federal policy.

The ATIP Branch led the overall coordination of Bill C-58 proactive publication requirements and continues to work with sections responsible for producing briefing materials and reports in order to ensure the RCMP meets the legislative requirements.

The RCMP is a government institution responsible for the publication of the following materials in accordance Sections 82 to 84 under Part 2 of the ATIA:

Legislative requirement	Publication responsibility	Publication location
Titles of briefing material (Briefing Notes) received by the Commissioner	ATIP Branch	Open Government website [Proactive disclosure | Open Government, Government of Canada](#)
Briefing materials (Transition Binders) for new and changing Commissioner	Strategic Policy and External Relations	Open Government website *Note, no Transition Binder has been published to date as the previous RCMP Commissioner's term began in 2018 prior to Part 2 of the ATIA - Proactive Publication requirements.
Binders for parliamentary appearances by the Commissioner	Strategic Policy and External Relations	Open Government website [Proactive disclosure | Open Government, Government of Canada](#)
Reports tabled in Parliament	Business Line responsible for producing the report	RCMP Transparency page [Transparency: Royal Canadian Mounted Police | Royal Canadian Mounted Police (rcmp-grc.gc.ca)](#) or Open Government website [Proactive disclosure | Open Government, Government of Canada](#)
Question Period notes	Public Safety Canada publishes all QP Notes on behalf of the Public Safety Portfolio	Open Government website [Proactive disclosure | Open Government, Government of Canada](#)
Travel and hospitality	Corporate Management & Comptrollership	Open Government website [Proactive disclosure | Open Government, Government of Canada](#)
Grants and contributions	Corporate Management & Comptrollership	Open Government website [Proactive disclosure | Open Government, Government of Canada](#)
Contracts over $10,000	Corporate Management & Comptrollership	Open Government website [Proactive disclosure | Open Government, Government of Canada](#)

INITIATIVES AND PROJECTS TO IMPROVE ACCESS TO INFORMATION

ATIP Modernization

In November 2020, the Information Commissioner of Canada released the results of a systemic investigation of the RCMP's ATIP program, entitled *Access at issue: The need for leadership*. The report was highly critical of the RCMP's ATIP program and identified 15 recommendations for improvement. Subsequently, the Minister of Public Safety issued a Direction to the RCMP to action the recommendations of the OIC's review and submit a strategy outlining a way forward to be developed in consultation with the TBS. In response, the RCMP developed a strategy entitled *Access Granted: Restoring Trust in the RCMP's Access to Information Program*, supported by an action plan, outlining initiatives to modernize the program.

The RCMP began implementation of the strategy in the previous reporting period and is committed to seeing it through over the course of the next several years. The objective is to increase compliance rates and enhance public transparency. The RCMP posted the strategy, and is providing quarterly updates on the RCMP external website, and we encourage all Canadians to visit the site and monitor our progress at https://www. rcmp-grc.gc.ca/en/access-information-and-privacy-programs-modernization-strategy.

Over the reporting period, the RCMP continued to make progress in implementing the strategy. While more details can be found on our external website, some key initiatives include:

Ongoing work enhancements: The RCMP continued to engage PricewaterhouseCooper (PwC) to assist with its modernization efforts. During the reporting period, new approaches designed to support culture and business process changes (e.g. introduction to new skills and tools for day-to-day work) have been implemented. Branch sustainability plans were also created and are monitored monthly and updated quarterly. A change management plan was also developed that identified new opportunities to promote and push change throughout the RCMP. Stakeholders also provided positive feedback on the modernization efforts.

Restructuring and hiring blitz: As previously noted, the ATIP Branch has begun implementing a significant restructure and reorganization to ensure that it is bringing the necessary resources and leadership to meet its obligations under the ATIA and the PA. The new structure separates the ATIP Branch into three streams: Access to Information (responsible for meeting ATIA obligations); Privacy (responsible for meeting PA obligations); and, Operational Supports (responsible for providing critical support services for the entire Branch, such as intake, systems maintenance and data reporting and analysis). Each stream is led by a director, with the Branch now reporting to a Director General. These changes are bringing new personnel into the Branch with the ultimate objective of almost doubling its size over the next four years. As part of its continued modernization efforts, the Branch is looking for people from a variety of places in order to meet its staffing needs. Staffing efforts in all areas, including indigenous recruiting, has resulted in growth from approximately 65 employees to almost 90 by the end of the reporting period. The Branch currently receives funding to staff about 118 positions with a projected organizational chart of 137 staff. For the 2023-24 fiscal year, it will focus on staffing all funded positions.

Focusing on training: As part of broader modernization efforts, the ATIP Branch continued to promote the online ATIP Fundamentals training course to personnel, which resulted in a positive enrollment rate. The ATIP Branch also provided presentations to RCMP employees in four different divisions and divisions provided internal training to their OPIs. Additional efforts continue on the development of new training

and course offerings for ATIP Branch personnel and the broader organization that will be in place for the next reporting period. In fact, expanding training delivery forms a key part of the Branch's human resources strategy for ATIP modernization, succession planning, and employee retention.

Sharing best practices: ATIP modernization is underway across the Government of Canada. In order to ensure that the RCMP continues to benefit from the lessons learned and work underway by its partners, and that partners were aware of work underway at the RCMP, the RCMP remains the lead of an interdepartmental working group to exchange best practices and identify areas for collaboration. Some of the topics discussed have included onboarding of new employees, key performance indicators and improved streamlining practices.

Additional Efforts include:

- As part of the RCMP's response to major events such as the Freedom Convoy in Ottawa and the police assistance for pipeline projects in BC, the ATIP Branch assigned key analysts who work directly with the record holders to retrieve relevant records. This provided a consistent and quick response due to their complete and unique knowledge of the records.
- The ATIP Branch was involved in the implementation of the Mass Casualty Commission's recommendations following the events in Portapique, Nova Scotia. Advice and guidance were given to ensure the RCMP's response was more open and transparent from the onset.
- Technology is fundamental to ATIP's ability to meet its obligations under the Acts. The Branch is exploring such options including new case management software, the use of automation, and cloud computing to find efficiencies to improve our response times.
- Money and technology were provided to Divisions/LOs to enhance their ATIP capabilities with the goal of creating divisional ATIP bureaus.
- The ATIP Branch regularly works with the RCMP's Audit and Evaluation unit to conduct informal reviews of audits/reports prior to their publication.
- Following a Ministerial Directive, the ATIP Branch continues to support the RCMP's Management Advisory Board by conducting informal reviews prior to the publication of their recommendations which supports internal reform while remaining transparent with the public.

Nearing the end of this reporting period, the RCMP joined the TBS ATIP Online Management Tools (AOMT) portal. This portal allows requesters to submit their requests under both the ATIA and the PA online, directly to the institution, upload any required supporting documentation, and even receive their release packages online.

SUMMARY OF KEY ISSUES AND ACTIONS TAKEN ON COMPLAINTS OR AUDITS

Complaints and Investigations

During this reporting period, the RCMP continued to work collaboratively with the OIC to address complaints as efficiently as possible. Following the publication of the OIC's systemic investigation in November 2020 into the RCMP and its ATIA practices, concrete steps were taken to review and update internal processes to help ensure the RCMP meets its obligations under the Act.

As identified in the OIC's 2022-2023 annual report, 2022-2023 Annual Report (oic-ci.gc.ca), the OIC received a record number of complaints during this reporting period. As the OIC worked diligently to

respond and investigate these complaints, departments and agencies had to respond accordingly to support the OIC investigative process, and respond to the inquiries of the Agent of Parliament. The RCMP was no exception to this, and had to respond accordingly to ensure that it was meeting its expectations.

As part of the modernization strategy, the ATIP Branch continued to utilize a dedicated team of ATIP personnel to serve as the primary point of contact for the OIC. The team is led by a manager responsible for coordinating complaints and assisting in complaint-related reporting to both the OIC, ATIP management and RCMP senior management. Regular monthly meetings were held between the OIC and the ATIP Branch to discuss file progression. These monthly meetings resulted in the resolution of complaints and better collaboration with OIC and the ATIP Branch.

Section 9 – Statistical Report

Section 9 of the Statistical Report in Appendix B also provides data on the complaints received and closed. Specifically, for the 2022-2023 reporting period, the RCMP received and provided the following under the ATIA:

Section 32 - The RCMP received 475 notices, which represents nearly 8.4% of all requests closed during the reporting period. The majority of the complaints received relate to delays, where the RCMP was unable to respond within 30 days and therefore considered in deemed refusal in accordance with the Act. Under this section, the OIC formally notifies the institution of their intent to investigate a complaint received.

Section 30(5) - The RCMP received 417 notices. Under this section, if the OIC refuses or ceases to investigate a complaint, it notifies the complainant, the institution and, if applicable, any third party and the Privacy Commissioner.

Section 35 - The RCMP provided 97 formal representations. Under this section, the OIC provides an opportunity to institutions to provide representation to an ongoing complaint investigation.

Section 36.1 – The RCMP received 11 intent to order notifications. Under this section the OIC may issue an order to the institution to release the requested information.

Orders received link to TBS: No notifications were provided to TBS in relation to the OIC's intent to order.

Section 37(1) - The RCMP received 12 initial reports. Under this section, the OIC finds that the complaint is well founded and provides the institution the findings of their investigation, specific recommendations to remedy the issue, and when appropriate, a specific time frame that the OIC can expect a plan to implement the recommendations. The institution must then decide on whether to implement the recommendations.

Section 37(2) – 70 Final reports were issued during the reporting period. One report contained recommendations and 17 stated the OIC's intent to order. No formal orders were received from the OIC during this reporting period.

Court Action

Two court proceedings were actioned with respect to access requests processed within the 2022-23 fiscal year, and none were discontinued/concluded nor dismissed in this reporting period.

REPORTING ON ACCESS TO INFORMATION FEES FOR THE PURPOSES OF THE *SERVICE FEES ACT*

Under the ATIA, the head of a government institution may charge a fee for access to information services. The fee is not to exceed the cost of providing the service. In accordance with the Interim Directive on the Administration of the ATIA, the RCMP waives all fees prescribed by the Act and Regulations, other than the $5.00 application fee set out in paragraph 7(1)(a) of the Regulations. Under the ATIA, the head of the institution may also waive the fee or a part of a fee or may refund a fee or a part of a fee paid.

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

The $5.00 application fee is the only fee charged for an ATIA request. For the 2022-2023 reporting period, the RCMP collected a total revenue of $26,045.00 for 5,209 access requests and waived fees in the amount of $2,045.00 for 230 access requests.

The cost to operate the access to information segment of the RCMP's ATIP Branch for 2022-2023 was $5.8 million.

MONITORING COMPLIANCE

The ATIP Branch monitors compliance through weekly and monthly statistical reports, which include the compliance rate, the number of files completed on time and those that are delayed, as well as complaints both received and closed. Performance Dashboards are also key tools to further identify trends and assist the ATIP Branch in strategically developing efficiencies. The Branch's management team reviews the weekly and monthly reports to manage workload and to determine any upcoming issues where processes could be improved. The reports and dashboards are provided to the RCMP's Strategic Policy and External Relations Officer and the Commissioner in an effort to improve accountability.

The ATIP Branch continues work on bolstering its data reporting function by onboarding new technology and processes. This new technology will enable the ATIP Branch to be more strategic and transparent, by automatically capturing pertinent data to assist with its planning and public reporting as well as to identify areas where efficiencies may be found.

APPENDIX A - DELEGATION ORDER

Access to Information Act and Privacy Act Delegation Order

The Minister of Public Safety and Emergency Preparedness, pursuant to section 73 of the *Access to Information Act* and of the *Privacy Act*, hereby designates the persons holding the position set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers and functions of the Minister as the head of a government institution, that is, the Royal Canadian Mounted Police, under the section of the Act set out in the Schedule opposite each position. This designation replaces and nullifies all such designations previously signed and dated by the Minister.

SCHEDULE

Position	Privacy Act and Regulations	*Access to Information* Act and Regulations
Commissioner of the RCMP	Full Authority	Full Authority
Chief, Strategic Policy and Planning Officer		
Departmental Access to Information and Privacy Coordinator		
Commanding Officers	Authority for 8(2)(j) and 8(2)(m)	N.A.
Officer in Charge, Policy, Processing and External Relations	Full Authority except 8(2)(j) and 8(2)(m)	7, 8(1), 9, 11(2) to 11(6) (inclusive), 12(2) and all mandatory exemptions (13(1), 16(3), 19(1), 20(1) and 24(1)) and 6(1) and 8 of the Regulations
Manager, Processing and Triage		
Manager, Quality Control		
Non-Commissioned Officers and public servants in charge of ATIP unit		
Non-Commissioned Officers and public servants in charge of ATIP Branch (analysts)	14 and 15 for all records; 17(2)(b), 19 to 28 (inclusive) for all employee records as designated in InfoSource; For all other records requiring mandatory exemptions in their entirety (19(1), 22(2) and 26) of the Act; 9 and 11(2) of the Regulations	7, 8(1) and 12(2)(b) and all records exempted in their entirety by mandatory exemptions (13(1), 16(3), 19(1), 20(1) and 24(1)) of the Act; 6(1) and 8 of the Regulations

Signed, at the City of Ottawa, this   4 day of December, 2015   Signe, à Ottawa, ce __ jour de _____ , 20

_____

The Honourable / L'honorable Ralph Goodale, P.C., M.P.
Minister of Public Safety and Emergency Preparedness
Ministre de la Sécurité publique et de la Protection civile

APPENDIX B - Statistical Report on the *Access to Information Act*

Statistical Report on the *Access to Information Act*

Name of institution:	Royal Canadian Mounted Police		
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		5510
Outstanding from previous reporting periods		6171
• Outstanding from previous reporting period	2996	
• Outstanding from more than one reporting period	3175	
Total		11681
Closed during reporting period		5633
Carried over to next reporting period		6048
• Carried over within legislated timeline	714	
• Carried over beyond legislated timeline	5334	

1.2 Sources of requests

Source	Number of Requests
Media	293
Academia	121
Business (private sector)	1178
Organization	136
Public	3331
Decline to Identify	451
Total	5510

1.3 Channels of requests

Source	Number of Requests
Online	4128
E-mail	372
Mail	1006
In person	0
Phone	0
Fax	4
Total	5510

Section 2: Informal Requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		1876
Outstanding from previous reporting periods		51
• Outstanding from previous reporting period	48	
• Outstanding from more than one reporting period	3	
Total		1927
Closed during reporting period		937
Carried over to next reporting period		990

2.2 Channels of informal requests

Source	Number of Requests
Online	766
E-mail	1110
Mail	0
In person	0
Phone	0
Fax	0
Total	1876

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
752	136	23	11	10	3	2	937

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
0	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
595	14615	208	49967	78	55848	46	92672	10	925515

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							
	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
All disclosed	11	37	71	41	31	51	125	367
Disclosed in part	101	294	592	315	208	402	1105	3017
All exempted	20	58	76	43	28	37	89	351
All excluded	0	0	0	1	0	0	3	4
No records exist	15	15	47	55	41	55	208	436
Request transferred	4	0	0	0	0	0	0	4
Request abandoned	844	96	51	156	14	30	225	1416
Neither confirmed nor denied	4	1	7	3	4	6	13	38
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	999	501	844	614	326	581	1768	5633

4.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	47	16(2)	185	18(a)	2	20.1	0
13(1)(b)	9	16(2)(a)	3	18(b)	4	20.2	0
13(1)(c)	377	16(2)(b)	6	18(c)	0	20.4	0
13(1)(d)	147	16(2)(c)	42	18(d)	1	21(1)(a)	57
13(1)(e)	1	16(3)	0	18.1(1)(a)	1	21(1)(b)	96
14	11	16.1(1)(a)	2	18.1(1)(b)	0	21(1)(c)	13
14(a)	2	16.1(1)(b)	2	18.1(1)(c)	0	21(1)(d)	12
14(b)	1	16.1(1)(c)	2	18.1(1)(d)	0	22	15
15(1)	37	16.1(1)(d)	0	19(1)	2041	22.1(1)	0
15(1) - I.A.*	1	16.2(1)	0	20(1)(a)	1	23	203
15(1) - Def.*	4	16.3	0	20(1)(b)	27	23.1	0
15(1) - S.A.*	5	16.4(1)(a)	0	20(1)(b.1)	0	24(1)	8
16(1)(a)(i)	1294	16.4(1)(b)	0	20(1)(c)	32	26	6
16(1)(a)(ii)	942	16.5	0	20(1)(d)	4		
16(1)(a)(iii)	5	16.6	0				
16(1)(b)	313	17	24				
16(1)(c)	232						
16(1)(d)	1						

* 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)	7
68(b)	0	69(1)(a)	1	69(1)(g) re (b)	1
68(c)	0	69(1)(b)	0	69(1)(g) re (c)	3
68.1	0	69(1)(c)	0	69(1)(g) re (d)	2
68.2(a)	0	69(1)(d)	0	69(1)(g) re (e)	3
68.2(b)	0	69(1)(e)	2	69(1)(g) re (f)	2
		69(1)(f)	1	69.1(1)	0

4.4 Format of information released

Paper	Electronic				Other
	E-record	Data set	Video	Audio	
454	2918	2	57	65	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
941259	331399	5193

4.5.2 Relevant pages processed per request disposition for <u>paper</u> and <u>e-record</u> 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	330	3300	28	6165	7	4427	2	3961	0	0
Disclosed in part	1988	53325	740	167993	145	100405	131	247701	13	187425
All exempted	253	7345	82	17265	9	5855	4	9090	3	91621
All excluded	1	9	2	697	1	603	0	0	0	0
Request abandoned	1385	1039	25	5654	3	1951	1	1939	2	23489
Neither confirmed nor denied	38	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	3995	65018	877	197774	165	113241	138	262691	18	302535

4.5.3 Relevant minutes processed and disclosed for <u>audio</u> formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
25997	849	403

4.5.4 Relevant minutes processed per request disposition for <u>audio</u> 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	2	46	0	0	0	0
Disclosed in part	288	4638	40	3310	41	17047
All exempted	20	321	2	142	1	287
All excluded	0	0	0	0	0	0
Request abandoned	7	206	0	0	0	0
Neither confirmed nor denied	2	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	319	5211	42	3452	42	17334

4.5.5 Relevant minutes processed and disclosed for <u>video</u> formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
25169	4413	228

4.5.6 Relevant minutes processed per request disposition for <u>video</u> 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	9	113	0	0	0	0
Disclosed in part	116	2182	31	2707	55	18117
All exempted	7	45	1	70	2	1240
All excluded	0	0	0	0	0	0
Request abandoned	4	93	0	0	3	602
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	136	2433	32	2777	60	19959

4.5.7 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Other	Total
All disclosed	11	2	178	191
Disclosed in part	107	3	1529	1639
All exempted	4	1	132	137
All excluded	2	0	1	3
Request abandoned	6	0	214	220
Neither confirmed nor denied	0	0	17	17
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	130	6	2071	2207

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	2343
Percentage of requests closed within legislated timelines (%)	41.59417717

4.7 Deemed refusals

4.7.1 Reasons for not meeting legislated timelines

	Principal Reason			
Number of requests closed past the legislated timelines	**Interference with operations/ Workload**	**External Consultation**	**Internal Consultation**	**Other**
3290	3277	5	5	3

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	17	119	136
16 to 30 days	20	125	145
31 to 60 days	23	302	325
61 to 120 days	34	303	337
121 to 180 days	16	227	243
181 to 365 days	74	376	450
More than 365 days	1505	149	1654
Total	1689	1601	3290

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/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	239	0	0	0
Disclosed in part	1978	1	21	0
All exempted	258	0	2	0
All excluded	2	0	0	0
Request abandoned	373	0	5	0
No records exist	234	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	**3084**	**1**	**28**	**0**

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	3051	0	7	0
31 to 60 days	12	0	7	0
61 to 120 days	19	1	8	0
121 to 180 days	0	0	0	0
181 to 365 days	2	0	6	0
365 days or more	0	0	0	0
Total	**3084**	**1**	**28**	**0**

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	5209	$26,045.00	229	$1,145.00	0	$0.00
Other fees	0	$0.00	1	$900.00	0	$0.00
Total	**5209**	**$26,045.00**	**230**	**$2,045.00**	**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	291	18588	40	1534
Outstanding from the previous reporting period	66	29323	9	642
Total	**357**	**47911**	**49**	**2176**
Closed during the reporting period	302	17939	42	1781
Carried over within negotiated timelines	23	5282	4	99
Carried over beyond negotiated timelines	32	24690	3	296

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

Recommendation	Number of Days Required to Complete Consultation Requests							
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
Disclose entirely	50	48	40	21	4	5	0	168
Disclose in part	18	20	32	31	11	5	3	120
Exempt entirely	2	0	1	1	2	1	0	7
Exclude entirely	0	0	0	1	0	0	0	1
Consult other institution	0	0	0	0	0	0	0	0
Other	4	1	0	1	0	0	0	6
Total	**74**	**69**	**73**	**55**	**17**	**11**	**3**	**302**

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							
	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	9	3	6	2	0	0	0	20
Disclose in part	4	1	8	3	1	0	1	18
Exempt entirely	0	1	0	0	0	0	0	1
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	1	1	0	0	0	1	0	3
Total	**14**	**6**	**14**	**5**	**1**	**1**	**1**	**42**

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	4	7	0	0	0	0	0	0	0	0
16 to 30	0	0	1	0	0	0	0	0	0	0
31 to 60	1	14	0	0	0	0	0	0	0	0
61 to 120	6	90	0	0	1	0	0	0	0	0
121 to 180	0	0	0	0	1	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	11	111	1	0	2	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
Total	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
475	417	97

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 orders issued by the Information Commissioner	Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
12	1	11	70	1	17

Section 10: Court Action

10.1 Court actions on complaints

Section 41				
Complainant (1)	**Institution (2)**	**Third Party (3)**	**Privacy Commissioner (4)**	**Total**
2	0	0	0	2

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		$3,713,543
Overtime		$109,733
Goods and Services		$1,980,190
• Professional services contracts	$1,562,426	
• Other	$417,764	
Total		**$5,803,466**

11.2 Human Resources

Resources	**Person Years Dedicated to Access to Information Activities**
Full-time employees	45.572
Part-time and casual employees	0.484
Regional staff	0.000
Consultants and agency personnel	5.517
Students	0.100
Total	51.673

Note: Enter values to three decimal places.

APPENDIX C - Supplemental Statistical Report on the *Access to Information Act*

Supplemental Statistical Report on the *Access to Information Act* and the *Privacy Act*

Name of institution: Royal Canadian Mounted Police

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

Section 1: Capacity to Receive Requests under the *Access to Information Act* and the *Privacy Act*

Enter the number of weeks your institution was able to receive ATIP requests through the different channels.

	Number of Weeks
Able to receive requests by mail	52
Able to receive requests by email	52
Able to receive requests through the digital request service	52

Section 2: Capacity to Process Records under the *Access to Information Act* and the *Privacy Act*

2.1 Enter the number of weeks your institution was able to process paper records in different levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Paper Records	0	0	52	**52**
Protected B Paper Records	0	0	52	**52**
Secret and Top Secret Paper Records	0	43	9	**52**

2.2 Enter the number of weeks your institution was able to process electronic records in different classification levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Electronic Records	0	0	52	**52**
Protected B Electronic Records	0	0	52	**52**
Secret and Top Secret Electronic Records	0	43	9	**52**

Section 3: Open Requests and Complaints Under the *Access to Information Act*

3.1 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, 2023	Open Requests that are *Beyond* Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	714	2011	**2725**
Received in 2021-2022	0	1563	**1563**
Received in 2020-2021	0	1064	**1064**
Received in 2019-2020	0	331	**331**
Received in 2018-2019	0	212	**212**
Received in 2017-2018	0	119	**119**
Received in 2016-2017	0	31	**31**
Received in 2015-2016	0	2	**2**
Received in 2014-2015	0	1	**1**
Received in 2013-2014 or earlier	0	0	**0**
Total	**714**	**5334**	**6048**

3.2 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 2022-2023	189
Received in 2021-2022	74
Received in 2020-2021	6
Received in 2019-2020	18
Received in 2018-2019	2
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016	0
Received in 2014-2015	1
Received in 2013-2014 or earlier	0
Total	**290**

Section 4: Open Requests and Complaints Under the *Privacy Act*

4.1 **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, 2023	Open Requests that are *Beyond* Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	843	2073	**2916**
Received in 2021-2022	1	1279	**1280**
Received in 2020-2021	0	535	**535**
Received in 2019-2020	0	169	**169**
Received in 2018-2019	0	71	**71**
Received in 2017-2018	0	3	**3**
Received in 2016-2017	0	6	**6**
Received in 2015-2016	0	7	**7**
Received in 2014-2015	0	1	**1**
Received in 2013-2014 or earlier	0	0	**0**
Total	**844**	**4144**	**4988**

4.2 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 Institution	Number of Open Complaints
Received in 2022-2023	52
Received in 2021-2022	23
Received in 2020-2021	9
Received in 2019-2020	5
Received in 2018-2019	3
Received in 2017-2018	0
Received in 2016-2017	4
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	**96**

Section 5: Social Insurance Number

Has your institution begun a new collection or a new consistent use of the SIN in 2022-2023?	No

Section 6: Universal Access under the *Privacy Act*

How many requests were received from confirmed foreign nationals outside of Canada in 2022-2023?	42