



Office of the  
Commissioner of  
Official Languages

Commissariat  
aux langues  
officielles

**ANNUAL REPORT TO PARLIAMENT  
ON THE  
*ACCESS TO INFORMATION ACT***

**2020–2021**

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ANNUAL REPORT TO PARLIAMENT 2020–2021  
ON THE *ACCESS TO INFORMATION ACT*

## 1. Introduction

The Office of the Commissioner of Official Languages (the Office of the Commissioner) is pleased to table its annual report to Parliament on the administration of the [Access to Information Act](#) for fiscal year 2020–2021, as required under section 94 of this Act and section 20 of the [Service Fees Act](#).

### **PURPOSE OF THE *ACCESS TO INFORMATION ACT***

The *Access to Information Act* was proclaimed on July 1, 1983. The Act gives Canadian citizens and permanent residents a broad right of access to information contained in federal government records, subject to certain specific and limited exceptions.

As a result of the [Federal Accountability Act](#), the Office of the Commissioner became subject to the *Access to Information Act* as of April 1, 2007.

The *Access to Information Act* gives Canadian citizens and permanent residents the right to access federal government records that are not of a personal nature. It complements, but does not replace, other procedures for obtaining government information. It is not intended to limit in any way access to government information normally available to the public upon request. As of June 2019, Part 2 of the *Access to Information Act* has included additional requirements for the proactive publication of information.

### **MANDATE**

The Office of the Commissioner has a mandate to take all necessary measures to ensure that the three main objectives of the [Official Languages Act](#) are met:

- Ensure the equality of English and French in Parliament, the Government of Canada, the federal administration and the institutions subject to the *Official Languages Act*.
- Support the preservation and development of official language minority communities in Canada.
- Promote the equality of English and French in Canadian society.

## 2. Organizational Structure

### STRUCTURE OF THE OFFICE OF THE COMMISSIONER OF OFFICIAL LANGUAGES

The Commissioner of Official Languages (the Commissioner) is an agent of Parliament appointed by commission under the Great Seal, after approval by resolution of the Senate and House of Commons, for a seven-year term. The Commissioner reports directly to Parliament and is supported by the Office of the Commissioner.

To achieve the three main objectives of the *Official Languages Act*, the Commissioner carries out the following roles.

#### OMBUDSMAN ROLE

The Commissioner protects the language rights of Canadians and promotes the equality of both official languages in Canadian society. As an ombudsman, the Commissioner receives and reviews complaints and, if required, investigates them either through a facilitated resolution process or through a formal investigation. He also conducts investigations on his own initiative, when appropriate. Areas of investigation include:

- the right of any member of the Canadian public to use English or French to communicate with and receive services from federal institutions, as provided for in the *Official Languages Act*;
- the right of federal public service employees to work in the official language of their choice in designated regions;
- the right of all Canadians, whether English- or French-speaking, to equal opportunities for employment and advancement in federal institutions; and
- the development and vitality of Canada's official language minority communities and the promotion of linguistic duality in Canadian society.

#### AUDITING ROLE

The Commissioner conducts audits to measure federal institutions' and other organizations' compliance with the *Official Languages Act* and makes recommendations accordingly.

#### LIAISON ROLE

The Commissioner, with support from the regional offices and liaison officers, works with federal institutions and other organizations, various levels of government and official language minority communities throughout the country. This collaborative official languages network helps the Commissioner gain a better understanding of the needs and concerns of the communities, make relevant recommendations and intervene judiciously in major official languages issues.

## MONITORING ROLE

The Commissioner's monitoring role involves acting pre-emptively by intervening at the stage where laws, regulations and policies are developed, to ensure that language rights continue to be a primary concern of leaders.

## PROMOTION AND EDUCATION ROLE

One of the Commissioner's main responsibilities is to promote linguistic duality in both the public service and Canadian society. To meet this responsibility, the Commissioner raises Canadians' awareness of the benefits of linguistic duality, works with community organizations, and educates organizations subject to the *Official Languages Act* about the importance of official languages and official language minority communities. Regional offices play a key role in promotion and public awareness campaigns.

The Commissioner exercises this role by creating educational tools and carrying out research, studies and public awareness activities. He also delivers speeches and participates in conferences and workshops to inform all Canadians of the status and importance of Canada's official languages.

## COURT INTERVENTION ROLE

The Commissioner contributes to the advancement of Canadians' language rights by intervening, when appropriate, before the courts in any legal proceedings related to the status or use of English or French.

## REPORTING ROLE

Each year, the Commissioner submits an annual report to Parliament that addresses current issues, findings and recommendations.

## STRUCTURE OF THE ACCESS TO INFORMATION AND PRIVACY OFFICE

The Access to Information and Privacy (ATIP) Office is part of the Information Management and Information Technology (IM/IT) Directorate within the Corporate Management Branch of the Office of the Commissioner. The Manager of Information Management and Access to Information serves as the ATIP Coordinator and is assisted by an IM-ATIP analyst.

The ATIP Office is responsible for:

- processing requests under the *Access to Information Act* and the *Privacy Act*;
- responding to consultation requests from other government institutions;
- providing advice and guidance to senior management and staff of the Office of the Commissioner on ATIP legislation and related matters;
- ensuring that the Office of the Commissioner complies with the above-mentioned acts and the relevant procedures, policies and regulations;
- acting on behalf of the Office of the Commissioner in dealings with the Treasury Board of Canada Secretariat, the offices of the Information Commissioner and the Privacy Commissioner of Canada, and other government institutions regarding the application of the above-mentioned legislation;
- preparing annual reports to Parliament, in addition to other statutory reports and materials that may be required by central agencies;
- developing and delivering awareness training to the Office of the Commissioner's managers and employees in order to ensure compliance with the legal obligations set out in the acts and regulations;
- coordinating the annual update of the descriptions of the Office of the Commissioner and its record holdings for inclusion in *Info Source*;
- representing the Office of the Commissioner by participating in ATIP community forums, such as the Treasury Board Secretariat's ATIP community meetings;
- providing advice regarding privacy issues and privacy impact assessments;
- developing and implementing internal policies, procedures, guidelines and tools;
- conducting investigations into privacy-related issues; and
- disclosing information related to access to information requests and briefing notes submitted to the Commissioner of Official Languages.

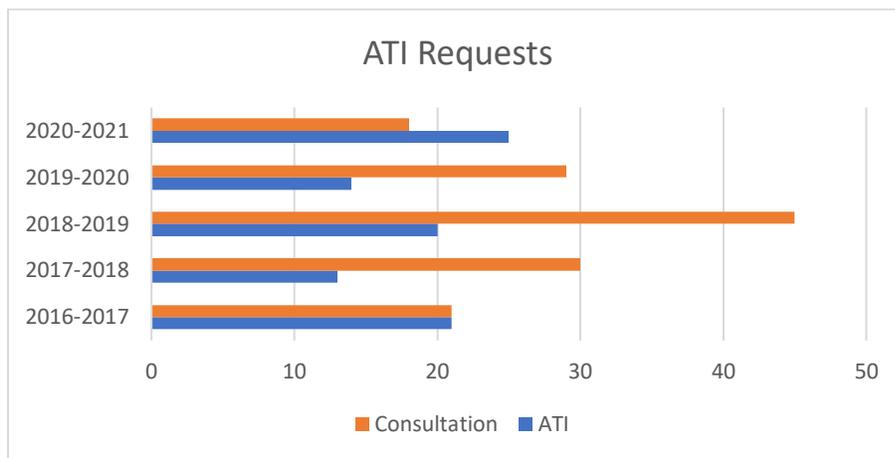
The Office of the Commissioner was not party to any service contracts under section 96 of the *Access to Information Act* during the reporting period.

### 3. Delegation of Authority

An *Access to Information Act* Delegation Order was established in March 2018 (see Appendix A). Pursuant to section 95 of the *Access to Information Act*, the Commissioner of Official Languages has designated the persons holding the positions of ATIP Analyst, IM and ATIP Manager, and IM/IT Director to exercise the powers and perform the duties and functions of the Commissioner as the head of a government institution under the Act.

### 4. Performance in 2020–2021

The Office of the Commissioner received 25 access-to-information requests, of which 24 were completed during the reporting period. Of the 24 requests completed, 23 (or 96%) were completed within the 30-day time limit prescribed by the *Access to Information Act*, and only one was completed between day 61 and day 120, following a request for an extension.



Despite the impact of the COVID-19 pandemic on office operations, the Office of the Commissioner received the same total number of requests as it had in the previous year, with a total of 43 requests for consultation and access to information. It should be noted that there was a marked decrease in the number of consultation requests because of the slowdown in activity in the Government of Canada's ATIP offices. The number of consultation requests dropped from 29 in 2019–2020 to 18 in 2020–2021. However, the total number of requests remained the same because of the increase in access-to-information requests, which rose from 14 in 2019–2020 to 25 in 2020–2021.

The only access-to-information request for which the 30-day time limit was extended was a request for complex statistics. Of the 18 consultation requests, 14 were completed in fewer than 15 days and 4 were completed within 16 to 30 days.

In 2020–2021, 21% of the access-to-information requests were disclosed in full, and 44% of the consultation requests were disclosed in full. Out of all the requests received, 30% were fully disclosed.

The Office of the Commissioner's ATIP Office was only marginally affected by the office closure as a result of the COVID-19 pandemic. There were no major business interruptions to report. The only impact, which may still arise at the time of writing this report, is with respect to access to information and consultation requests that are classified as secret. The Office of the Commissioner does not have the infrastructure to manage and process secret information in electronic format. Additional time is required to respond to this type of request.

For complete details and statistics on the Office of the Commissioner's ATIP activities, see the 2020–2021 Statistical Report to the Treasury Board of Canada Secretariat in Appendix B.

## **5. Access to Information Fees Report**

The [Service Fees Act](#) requires a responsible authority to report to Parliament annually on the fees collected by the Office of the Commissioner. With respect to fees collected under the *Access to Information Act*, the information below is reported in accordance with section 20 of the *Service Fees Act*.

Under the *Access to Information Act*, the Office of the Commissioner collected a total of \$125 for the processing of 25 access-to-information requests. In accordance with the Interim Directive on the Administration of the *Access to Information Act*, issued on May 5, 2016, the Office of the Commissioner waives all fees prescribed by the *Access to Information Act* and the *Access to Information Regulations*, other than the \$5 application fee set out in subsection 7(1)(a) of the Regulations. The Office of the Commissioner did not refund any fees in 2020–2021 for abandoned requests or for any other reason. Its operating costs for applying the *Access to Information Act* totalled \$26,800.

## **6. Training and Awareness**

During the period covered by this annual report, the Office of the Commissioner did not offer any formal training. However, all new employees are informed of their obligations under the *Access to Information Act* and the *Privacy Act* as part of mandatory information management training. The Office of the Commissioner conducted 34 awareness sessions during information management training for approximately 40 people.

## **7. Policies, Guidelines, Procedures and Initiatives**

The Office of the Commissioner has begun the preparatory work needed for digitizing the proactive disclosure process for briefing notes. This initiative has been postponed because of the global COVID-19 pandemic and the ATIP team's lack of staff to implement it.

## **8. Complaints and Investigations**

No complaints were filed against the Office of the Commissioner, and no audits of services were conducted.

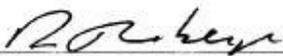
## **9. Compliance Monitoring**

To monitor the time required to process requests filed under the *Access to Information Act* and the *Privacy Act*, the ATIP Office provides a detailed weekly report on its activities to the executive responsible for managing the information management and access to information unit, who may inform the Commissioner of Official Languages, as needed.

## APPENDIX A: Access to Information Act Delegation Order

**Annexe A / Appendix A**  
**Access to Information Act Delegation Order**  
**Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information**

<p>The Commissioner of Official Languages, pursuant to section 73 of the <i>Access to Information Act</i>,* hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is the Office of the Commissioner of Official Languages, under the section of the Act set out in the schedule opposite each position.</p>	<p>En vertu de l'article 73 de la <i>Loi sur d'accès l'information</i>,* le commissaire aux langues officielles délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Commissariat aux langues officielles, investi par les articles de la Loi mentionnés en regard de chaque poste.</p>
<p>SCHEDULE ANNEXE</p>	
<p>POSITION/POSTE</p>	<p>SECTIONS OF THE ACCESS TO INFORMATION ACT/ ARTICLES DE LA LOI SUR L'ACCÈS À L'INFORMATION</p>
<p>Commissaire Commissioner</p>	<p>Pleine délégation Full delegation</p>
<p>Directeur, Gestion de l'information et de la technologie Director, Information Management and Technology</p>	<p>Pleine délégation Full delegation</p>
<p>Gestionnaire, Gestion de l'information Manager, Information Management</p>	<p>Pleine délégation Full delegation</p>
<p>Coordonnateur, Accès à l'information et protection des renseignements personnels. Coordinator, Access to Information and Privacy</p>	<p>Pleine délégation Full delegation</p>
<p>Dated, at the City of Gatineau this __ day of March, 2018.</p>	<p>Daté, en la ville de Gatineau, ce __ jour de mars, 2018.</p>

  
 \_\_\_\_\_  
 Raymond Thérberge Commissioner of Official Languages/  
 Commissaire aux langues officielles

\*S.C.1980-81-82-83,C.III

## APPENDIX B: Statistical Report 2020–2021



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

**Name of institution:** Office of the Commissioner of Official Languages

**Reporting period:** 2020-04-01 to 2021-03-31

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

##### **1.1 Number of Requests**

	<b>Number of Requests</b>
Received during reporting period	24
Outstanding from previous reporting period	1
<b>Total</b>	<b>25</b>
Closed during reporting period	24
Carried over to next reporting period	1

##### **1.2 Source of Requests**

<b>Source</b>	<b>Number of Requests</b>
Media	3
Academic sector	0
Commercial sector (private sector)	10
Organization	0
Public	5
Decline to identify	6
<b>Total</b>	<b>24</b>

### 1.3 Informal Requests

Processing 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
0	0	0	0	0	1	0	1

### Section 2 – Reasons for not Responding to Requests

	Number of Requests
Outstanding from previous reporting period	0
Sent during reporting period	0
<b>Total</b>	<b>0</b>
Approved by Information Commissioner during reporting period	0
Rejected by Information Commissioner during reporting period	0
Carried over to next reporting period	0

### Section 3 – Requests Closed During the Reporting Period

#### 3.1 Disposition and Processing Time

Disposition	Processing 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
Disclosed in full	1	4	0	0	0	0	0	5
Disclosed in part	1	6	0	1	0	0	0	8
Total exemption	0	1	0	0	0	0	0	1
Total exclusion	0	0	0	0	0	0	0	0
No records exist	4	6	0	0	0	0	0	10
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
Refusal to act, with Information Commissioner's approval	0	0	0	0	0	0	0	0
<b>Total</b>	<b>6</b>	<b>17</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24</b>

### 3.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	0	16(2)	0	18(a)	0	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	0	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	0	18(d)	0	21(1)(a)	0
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	0
14	0	16.1(1)(a)	3	18.1(1)(b)	0	21(1)(c)	0
14(a)	0	16.1(1)(b)	1	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)	6	22.1(1)	0
15(1) – I.A.*	0	16.2(1)	0	20(1)(a)	5	23	2
15(1) - Def.*	0	16.3	0	20(1)(b)	0	23.1	0
15(1) – S.A.*	0	16.31	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(a)	0	20(1)(c)	0	26	0
16(1)(a)(ii)	0	16.4(1)(b)	0	20(1)(d)	0		
16(1)(a)(iii)	0	16.5	0				
16(1)(b)	0	16.6	0				
16(1)(c)	0	17	0				
16(1)(d)	0						

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

### 3.3. Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	0	69(1)	0	69(1)(g) relative to (a)	0
68(b)	0	69(1)(a)	0	69(1)(g) relative to (b)	0
68(c)	0	69(1)(b)	0	69(1)(g) relative to (c)	0
68.1	0	69(1)(c)	0	69(1)(g) relative to (d)	0
68.2(a)	0	69(1)(d)	0	69(1)(g) relative to (e)	0
68.2(b)	0	69(1)(e)	0	69(1)(g) relative to (f)	0
		69(1)(f)	0	69.1(1)	0

### 3.4 Format of Information Released

Paper	Electronic	Other
1	12	

### 3.5 Complexity

#### 3.5.1 Relevant Pages Processed and Disclosed

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
963	533	14

### 3.5.2 Relevant Pages Processed and Disclosed by Size of Requests

Disposition	Fewer than 100 Pages Processed		101 to 500 Pages Processed		501 to 1,000 Pages Processed		1,001 to 5,000 Pages Processed		More than 5,000 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
Disclosed in full	5	79	0	0	0	0	0	0	0	0
Disclosed in part	6	155	2	299	0	0	0	0	0	0
Total exemption	0	0	0	0	0	0	0	0	0	0
Total exclusion	1	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
Refusal to act, with Information Commissioner's approval	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>12</b>	<b>234</b>	<b>2</b>	<b>299</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 3.5.3 Other Complexities

Disposition	Consultation Required	Assessment of Fees	Legal Opinion	Other	Total
Disclosed in full	0	0	0	0	0
Disclosed in part	0	0	0	1	1
Total exemption	0	0	0	0	0
Total exclusion	0	0	0	0	0
Request abandoned	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0
Refusal to act, with Information Commissioner's approval	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

### 3.6 Requests Closed

#### 3.6.1 Number of Requests Closed within the Timeframes Set Out in the *Access to Information Act*

	Requests Closed within the Timeframes Set Out in the <i>Access to Information Act</i>
Number of requests closed within the timeframes set out in the <i>Access to Information Act</i>	23
Percentage of requests closed within the timeframes set out in the <i>Access to Information Act</i> (%)	95.8

### 3.7 Deemed Refusals

#### 3.7.1 Reasons for Not Meeting the Deadline Set Out in the *Access to Information Act*

Number of Requests Closed Past the Deadline Set Out in the <i>Access to Information Act</i>	Primary Reason			
	Interference with Operations/Workload	External Consultation	Internal Consultation	Other
1	0	0	0	1

#### 3.7.2 Requests Closed Past the Deadline Set Out in the *Access to Information Act* (Including Any Extensions Taken)

Number of Days Past Deadline Set Out in the <i>Access to Information Act</i>	Number of Requests Closed Past the Deadline Set Out in the <i>Access to Information Act</i> Where No Extension Was Taken	Number of Requests Closed Past the Deadline Set Out in the <i>Access to Information Act</i> Where an Extension Was Taken	Total
1 to 15	0	0	0
16 to 30	0	0	0
31 to 60	0	0	0
61 to 120	0	1	1
121 to 180	0	0	0
181 to 365	0	0	0
More than 365	0	0	0
<b>Total</b>	<b>0</b>	<b>1</b>	<b>1</b>

### 3.8 Requests for Translation

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

## Section 4 – Extensions

### 4.1 Reasons for Extensions and Disposition of Requests

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference with Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
Disclosed in full	0	0	0	0
Disclosed in part	0	0	1	0
Total exemption	0	0	0	0
Total exclusion	0	0	0	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
Refusal to act, with Information Commissioner's approval	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>

#### 4.2 Length of Extensions

Length of Extensions	9(1)(a) Interference with Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or fewer	0	0	0	0
31 to 60 days	0	0	1	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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>

#### Section 5 – Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of Requests	Amount	Number of Requests	Amount
Filing	25	\$125	0	\$0
Other fees	0	\$0	0	\$0
<b>Total</b>	<b>25</b>	<b>\$125</b>	<b>0</b>	<b>\$0</b>

#### Section 6 – Consultation Requests Received from Other Institutions and Organizations

##### 6.1 Consultation Requests Received from Other Government of Canada Institutions and Organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during reporting period	18	434	0	0
Outstanding from previous reporting period	0	0	0	0
<b>Total</b>	<b>18</b>	<b>434</b>	<b>0</b>	<b>0</b>
Closed during reporting period	18	434	0	0
Carried over to next reporting period	0	0	0	0

### 6.2 Recommendations and Completion Time for Consultation Requests Received from Other Government of Canada Institutions

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More than 365 Days	
Disclosed in full	7	1	0	0	0	0	0	8
Disclosed in part	0	1	0	0	0	0	0	1
Total exemption	7	2	0	0	0	0	0	9
Total exclusion	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
<b>Total</b>	<b>14</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>

### 6.3 Recommendations and Completion Time for Consultation Requests Received from Other Organizations

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More than 365 Days	
Disclosed in full	0	0	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0	0	0
Total exemption	0	0	0	0	0	0	0	0
Total exclusion	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Section 7 – Completion Time for Consultation Requests on Cabinet Confidences

### 7.1 Requests with Legal Services

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

### 7.2 Requests with Privy Council Office

Number of Days	Fewer than 100 Pages Processed		101 to 500 Pages Processed		501 to 1,000 Pages Processed		1,001 to 5,000 Pages Processed		More than 5,000 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>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Section 8 – Complaints and Investigations**

<b>Section 32 Notice of Intention to Investigate</b>	<b>Section 30(5) Ceasing to Investigate</b>	<b>Section 35 Make Representations</b>	<b>Section 37 Reports on Findings Received</b>	<b>Section 37 Reports on Findings with Recommendations Issued by the Information Commissioner</b>	<b>Section 37 Reports on Findings with Orders Issued by the Information Commissioner</b>
0	0	0	0	0	0

**Section 9 – Court Action**

**9.1 Court Action on Complaints Received Prior to June 21, 2019, and Beyond**

<b>Section 41 (Prior to June 21, 2019)</b>	<b>Section 42</b>	<b>Section 44</b>
0	0	0

**9.2 Court Action on Complaints Received After June 21, 2019**

<b>Complainant (1)</b>	<b>Institution (2)</b>	<b>Third Party (3)</b>
0	0	0

**Section 10 – Resources Related to the *Access to Information Act***

**10.1 Costs**

<b>Expenditures</b>		<b>Amount</b>
Salaries		\$26,741
Overtime		\$0
Goods and services		\$0
• Professional services contracts	\$0	
• Other	\$0	
<b>Total</b>		<b>\$26,741</b>

## 10.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.000
Part-time and casual employees	0.300
Regional employees	0.000
Consultants and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>0.300</b>