



2024–2025
Annual Report on the
Access to Information Act

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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
Factors Affecting Performance	6
Multi-Year Trends	7
Requests Outstanding and Carried-Forward	8
Complaints	8
Number of Pages Processed	9
Completion Times for Closed Requests.....	9
Disposition of Requests	9
Limits to the Right of Access – Exemptions and Exclusions	10
Sources of Requests	10
Extensions	10
Topics and Formats of Information Requested.....	11
Consultations Completed for Other Institutions	11
Annual Statistical Report	12
Training and Awareness	12
Policies, Guidelines and Procedures	13
Proactive Publications	14
Initiatives and Projects to Improve Access to Information	23
Key Issues and Actions Taken on Complaints	24
Total Outstanding Complaint Inventory by Year Received	25
Fees and Operating Costs	25
Access to Information Fees	25
Operating Costs	26
Monitoring Compliance	26
ANNEX A – Annual Statistical Report for TBS	28
ANNEX B – Delegation of ATIP Authority	40

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. This annual report is tabled in Parliament pursuant to section 94 of the *Access to Information Act*, and describes how ISED administered its responsibilities for the reporting period.

Institutional Mandate

ISED helps Canadian businesses grow, innovate, and expand so they can create good-quality jobs and wealth for Canadians. It also supports science research and the integration of scientific considerations into investment and policy choices. The Department helps small businesses grow through trade and innovation and promotes increased tourism in Canada. It also works to position Canada as a global centre for innovation where investments support clean and inclusive growth, the middle class prospers through more job opportunities, and companies become global leaders.

ISED's efforts focus on improving conditions for investment, supporting science, helping small and medium-sized businesses grow, building capacity for clean and sustainable technologies and processes, increasing Canada's share of global trade, promoting tourism, and building an efficient and competitive marketplace.

ISED supports the following ministers and secretaries of state:

- the Minister of Industry;
- the Minister of Artificial Intelligence and Digital Innovation;
- the Secretary of State for Small Business and Tourism; and
- the Secretary of State for Rural Development.

The Department also supports two deputy ministers and one associate deputy minister.

The Department has four wholly owned, operational subsidiaries, which do not report separately, and for which results are included in this report. These include: the Canadian Intellectual Property Office; the Competition Bureau; Measurement Canada; and the Office of the Superintendent of Bankruptcy. The department has no non-operational subsidiaries.

Organizational Structure

Access to Information and Privacy (ATIP) Services is part of the Office of the Corporate Secretary at ISED. The ATIP team has a complement of 20 employees, consisting of one director at the executive level, three managers, and 16 advisors at various levels, from team leader to junior officer, all of whom are dedicated to processing access to information (ATI) and privacy requests and performing related functions (e.g., proactive publication, policy, training, administration, and outreach).

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 Department. 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 ISED 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.

The Director of ATIP Services is responsible for the development, coordination, and implementation of effective policies, guidelines, and procedures to manage ISED's compliance with the Acts, including with proactive publication requirements, pursuant to part II of the *Access to Information Act*. The administration of the legislation within the Department is managed by ATIP Services, but is also facilitated at the sector, branch, and regional office levels. Each sector and corporate branch has an ATIP liaison officer (reporting to an assistant deputy minister, executive director, etc.) who coordinates activities and provides guidance on the administrative processes and procedures of the Acts. ATIP Services, which is located in Ottawa, responds to all formal requests submitted to the Department under both Acts.

For a breakdown of the groups/positions responsible for meeting each applicable proactive publication required under Part 2 of the *Access to Information Act*, see the section, “**Proactive Publications**”, beginning on page 14 of this report.

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, ISED currently has no such agreements in place.

Delegation of Authority

The ATIP Delegation Order in effect on the last day of this reporting period was approved by the former Minister of Innovation, Science and Industry, on May 18, 2021. Pursuant to subsection 95(1) of the *Access to Information Act* and subsection 73(1) of the *Privacy Act*, that delegation instrument provides full authority to the Deputy Minister and Corporate Secretary as well as to the ATIP Services Director and managers (see Annex B).

Performance

Responses Within Legislated Timelines

In 2024–2025, 1,081 access to information requests were brought to conclusion (23% more than the previous year's 882 closures). Of these, 693 were concluded within legislated timelines, resulting in on-time performance of 64% (7% higher than the previous year's on-time performance of 57%).

Factors Affecting Performance

- **Completion of informal cases:** In 2024-2025, ISED completed 1,500 informal requests for copies of information previously released under the *Access to Information Act*, from a total case load of 2,252 informal cases, comprised of 2,189 newly received requests, and a further 63 carried over from the previous year.
- **Of the 1,081 access to information requests concluded in 2024-2025, 306 were in respect of requests received between 2017 and 2023 that had already passed their respective legislative due dates.** Every request closed, that is already late, has the effect of further lowering on-time performance metrics. For example, had ISED not closed these 306 backlogged (late) cases, its on-time performance would have risen from 64% to 89%.
- **Proactive Publication:** ISED's ATIP Services published 1,905 briefing note titles and reference numbers, as required by the *Access to Information Act's* proactive publication provisions (107% more than in the previous year's 919). In addition, ISED ministers appeared before various committees of Parliament on seven occasions, the briefing materials for which required full disclosure. These efforts are in addition to other proactive publication reviews, such as those for Question Period cards, transition briefing materials, monthly disclosures of completed ATI requests, and departmental audit and evaluation reports. Proactive publication requirements continue to impact ATIP Services' human resources significantly.
- **Parliamentary Committee Motions for the Production of Papers:** While the department aims to release as much information as possible in response to such Parliamentary requests, the proposed records to be released are reviewed by ATIP employees prior to

disclosure to ensure that the principles of the ATIP legislation are respected, specifically, to ensure there are no inadvertent disclosures of proprietary, third party business information, personal information, or other information that might compromise Canada's economy, security, or international affairs. ISED was the subject of two Parliamentary Committee motions for the production of information in 2024-2025, which resulted in the review of 68,455 pages (6,684% more than the previous year's 1,009 pages). The review and correlated administrative processing significantly impacted the ATIP Services Branch.

- Parliamentary (Order Paper) Questions: Similar to motions, though not subject to ATIP legislation, the proposed responses to parliamentary questions are also reviewed by ATIP employees prior to disclosure, to ensure there are no inadvertent disclosures of proprietary third-party business information, personal information, or other information that might compromise Canada's economy, security, or international affairs. ATIP employees analyzed proposed responses for 215 such questions in 2024-2025.

Multi-Year Trends

ISED received a total of 1,481 new ATI requests in 2024–2025, compared to 941 new requests in 2023-2024. This represents a 57% increase, year-over-year. In addition, 1,408 incomplete requests were carried from the previous fiscal year into 2024-2025 (see the table under the section, Requests Outstanding and Carried-Forward, that follows). This resulted in a total caseload in 2024-2025 of 2,889 requests (1,481 plus 1,408).

Of these 2,889 requests, 1,081 were closed during the 2024-2025 reporting period, and 1,808 were carried forward into 2025-2026. These 1,808 cases represent a 28% increase to the 1,408 cases that were carried forward from 2023-2024.

Additionally, ISED managed 197 consultation requests from other Government of Canada institutions and other organizations (174 new during the reporting period and 23 that were carried over from the previous year). This represents a 12% decrease compared with last year's consultation case load of 225 requests. Of the current 197 consultation requests, 168 were closed (17% fewer than last year's 202 closures) and 29 were carried forward to 2025–2026.

The Department also received 2,189 informal requests for copies of previously released ATI requests, a 410% increase over last year's 429 informal requests.

Requests Outstanding and Carried-Forward

Requests Outstanding (Carried-in from 2023-2024):

Fiscal Year Requests Were Received	Open Requests That Were <u>Within</u> Legislated Timelines as at March 31, 2024	Open Requests That Were <u>Beyond</u> Legislated Timelines as at March 31, 2024	Total
2023-2024	236	205	441
2022-2023	22	231	253
2021-2022	44	280	324
2020-2021	19	235	254
2019-2020	3	80	83
2018-2019	4	30	34
2017-2018	0	19	19
Total	328	1,080	1,408

Requests Carried-Forward (Carried-out to 2025-26):

Fiscal Year Requests Were Received	Open Requests That Were <u>Within</u> Legislated Timelines as at March 31, 2025	Open Requests That Were <u>Beyond</u> Legislated Timelines as at March 31, 2025	Total
2024-2025	267	445	712
2023-2024	60	213	273
2022-2023	19	204	223
2021-2022	38	265	303
2020-2021	12	202	214
2019-2020	1	48	49
2018-2019	2	21	23
2017-2018	0	11	11
Total	399	1,409	1,808

Complaints

Information on complaints is detailed under the section *Key Issues and Actions Taken on Complaints*, beginning at page 24 of this report.

Number of Pages Processed

The total volume of pages of information processed in 2024-2025 was 295,689 pages, including:

- 288,371 pages from Access to Information requests; and
- 7,318 pages from consultation requests

This represents an increase of 100% as compared to last year's total processed page count of 148,051.

This is exclusive of the 68,455 pages of information processed in respect of Parliamentary Committee motions, which, if factored-in, would bring the total number of pages of information processed to 364,144 (a 146% increase, year-over-year).

Completion Times for Closed Requests

The 1,081 ATI requests closed by ISED during the reporting period were completed within the following timeframes:

- 106 within 1 to 15 days (10%)
- 167 within 16 to 30 days (15%)
- 219 within 31 to 60 days (20%)
- 220 within 61 to 120 days (20%)
- 103 within 121 to 180 days (10%)
- 96 within 181 to 365 days (9%)
- 170 more than 365 days (16%)

Disposition of Requests

The disposition of the 1,081 completed ATI requests is as follows:

- 202 were all disclosed (19%)
- 592 were disclosed in part (55%)
- 153 had no existing records (14%)
- 81 were abandoned (7%)
- 14 were transferred (1%)
- 13 were all exempted (1%)
- 24 were all excluded (2%)
- 2 where ISED declined to act, with the approval of the Information Commissioner (-1%)

Records were all disclosed in 19% of cases, 3% higher than the 16% of all-disclosed cases in 2023–2024, while 55% were disclosed in part, 3% less than the 58% of partial disclosure cases

in the previous year. Records were fully exempted and excluded in 1% and 2% of requests, respectively, similar to 2023–2024.

Limits to the Right of Access – Exemptions and Exclusions

Exemptions in accordance with sections 13 through 26 of the *Access to Information Act* were invoked by the Department as outlined in the Annual Statistical Report at Annex A. Several exempting provisions can be applied to withhold information in response to one request, and these are reported separately in the statistical report. However, the same exempting provision invoked to withhold information more than once within the same request is reported only once in the statistical report. The following are those most frequently used:

- section 19 (personal information): 218 uses
- section 20 (third-party information): 452 uses
- section 21 (advice to government): 797 uses

The Department has several statutory exempting provisions recognized under the *Access to Information Act*, pursuant to section 24. Such exemptions are most frequently applied to information relating to the *Competition Act* and the *Investment Canada Act*, and ISED invoked section 24 of the *Access to Information Act* on 30 occasions during the reporting period.

The *Access to Information Act* does not apply to published material, material available for purchase by the public (section 68 of the Act), or confidences of the King's Privy Council for Canada (Cabinet confidences) (section 69 of the Act). Annex A shows the frequency these exclusions were invoked, and include 17 occasions to exclude published material and 336 occasions to protect Cabinet confidentiality.

Sources of Requests

As in the previous year, the media and the public-at-large were the most frequent types of requesters, representing 82% of all new requests received in 2024–2025 (67% and 15%, respectively). The academic community, ranked in third-place, with 6% of requests, with the business community ranking fourth, with just under 6%. Requesters who declined to self-identify with a “requester type” dropped to 9%, from its 30% share in the previous year.

Organizations submitted the fewest requests, at three (less than 1% of the overall volume).

Extensions

In 2024-2025, ISED invoked extensions on ATI requests on 415 occasions for different reasons and lengths. This represents an extension volume of 28% on the department's 1,481 new requests.

Consultations with Legal Services accounted for 36 of the extensions (9%); negotiating with or awaiting on approvals of other government institutions and/or third parties accounted for

294 cases (71%); and a large volume of records, where complying with legislated timelines would have unreasonably interfered with operations, was cited for the remaining 85 extensions (20%).

The lengths of the extensions taken were as follows:

- 30 days or less, 71 cases (17%)
- 31 to 60 days, 160 cases (39%)
- 61 to 120 days, 63 cases (15%)
- 121 to 180 days, 90 cases (22%)
- 181 to 365 days, 14 cases (3%)
- More than 365 days, 17 cases (4%)

Topics and Formats of Information Requested

In 2024-2025 requests pertaining to artificial intelligence ranked as the number one, most-requested subject, with 150 requests (10% of new cases). Telecommunications issues ranked in the number two place, with 106 requests (7% of volume), with ISED Portfolio issues (Statistics Canada, NRC, SSHRC, etc.), coming in third, with 86 requests (6% of volume). The remaining 1,139 requests, representing the final 77% of cases, pertained to a combination of other ISED business issues, such as lobbying, contracts and expenses, intellectual property, competition, science, bankruptcy and insolvency, international relations, and the aerospace and automotive sectors. Within the automotive category, there was a sharp increase in requests pertaining to electric batteries, and the critical minerals used in their manufacturing.

2024-2025 also saw an observable increase in interest relating to the price of groceries and grocery codes of conduct (41 requests this year, compared with six last year), as well as Indigenous, First Nations and Aboriginal peoples' issues, most notably, in the areas of tourism and intellectual property (20 requests this year, compared with two last year).

The most requested format of information continues to be, overwhelmingly, in the form of briefing notes. This year saw 957 requests for copies of briefing notes (representing 64% of new requests, up from 54% in the previous year).

Year	2024–25	2023–24	2022–23	2021–22	2020–21
Total New Requests	1,481	941	1,141	1,206	1,475
Requests for Briefing Notes	957 64%	512 54%	698 61%	886 73%	987 67%

Consultations Completed for Other Institutions

ISED managed a case load of 197 consultation requests from other departments and institutions, including 174 newly received during the year and 23 that were carried over from the previous year. Of the total case load of 197 cases, the Department completed 168 requests

(17% fewer than the previous year's 202 completed requests) and carried forward 29 cases to the new year.

Of the 168 completed access consultations, ISED recommended disclosure, in full or in part, for 130 cases (77%), with exemptions or other actions being recommended for the remaining 38 cases (23%).

With respect to the processing times of consultations, 149 cases (89%) were completed within two months. A further 10 cases (6%) took up to four months to complete and 7 cases (4%) between four and 12 months to complete. Two requests (1%) took longer than a full year to complete.

Annual Statistical Report

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

Training and Awareness

Enhanced awareness and knowledge of ATIP obligations on the part of departmental officials has shown to improve the quality of responses and ISED's rate of compliance with legal obligations.

Throughout 2024–2025, ATIP Services delivered numerous training and awareness sessions to employees across the Department on both the *Access to Information Act* and the *Privacy Act* (and their requirements). In total, 24 training sessions relating to access to information and/or privacy were delivered to 571 employees, as follows:

- **ATIP 101 at ISED:** An overview of the legislation, associated timelines, and processes, as well as the role of the Department, the courts, and the Information and Privacy Commissioners of Canada, combined with a more in-depth look at the exempting and excluding provisions of the *Access to Information Act*, focusing on the top three such provisions used most frequently at ISED, and how to identify information pertaining to those provisions. This session is also offered in a modified format, on-demand, to focus solely on either the *Access to Information Act* or the *Privacy Act*.
 - 18 sessions, 356 participants
- **Personal Information Boot Camp:** Comprehensive training focused solely on the *Privacy Act* and its related policy requirements, including the concept of 'informed consent,' privacy notice statements, privacy impact assessments, and privacy breach administration. This includes an in-depth look at the type and volume of personal information that exists within the Department and the requirements surrounding the

collection and use of personal information in relation to ISED and other Government of Canada programs.

- 3 sessions, 171 participants
- **Speciality (On-Demand) Training:** In 2024-2025, ISED delivered training on two specifically requested topics, including operational processing training for Liaison Officers responsible for facilitating ATIP requests in their respective sectors (two sessions), and training for ATIP officers on how to create and analyze data queries pertaining to ATIP statistics (one session).
 - 3 sessions, 44 participants

Mandatory training is tracked by ISED's Human Resources practitioners and individual team managers to ensure participation, and the department has made its 'Enhanced Training for ATIP Practitioners' available on its ATIP intranet site, where all employees can access and reference the material.

Policies, Guidelines, and Procedures

To improve the administration of the ATIP program and to ensure that TBS ATIP policies are respected and implemented, ATIP Services collaborates with both internal and external stakeholders on a continuous basis. In 2024-2025, these collaborations included:

- Ad hoc all-staff meetings and semi-monthly management team meetings to discuss emerging and ongoing operational and policy issues;
- Ongoing collaboration with ISED stakeholders on the effective processing of ATIP requests; and
- Monthly teleconferences with the Office of the Information Commissioner, resulting in streamlined processes.

In addition, new policies, procedures and business practices were developed (or existing ones were updated) throughout the year, as enhancements, or to comply with various TBS directives and policies. In the past year, this included: Guidance on the use of *Microsoft Co-Pilot*.

ATIP Services also continues to enhance its intranet site—where all departmental employees can access plans, reports, acts, regulations, policies, directives, training decks, procedures, and checklists in one convenient place.

Proactive Publications

For the purpose of proactive publications (pursuant to part II of the *Access to Information Act*), ISED is considered a “government institution” (officially, the “*Department of Industry*”) pursuant to schedule I of the *Financial Administration Act*.

With specific regard to proactive publications, as required under Part II of the *Access to Information Act*, ISED distributes operational responsibilities between relevant sectors. For example, the ATIP Services Branch leads on, and facilitates the proactive publication of briefing note titles and reference numbers, sharing validation duties with the relevant sectors that produced the content. The Branch further facilitates the proactive publication of reports tabled in Parliament, and conducts prepublication reviews of Question Period notes, which are published by ISED’s Strategic Communications and Marketing Sector. The Strategy and Information Policy Sector leads on and coordinates the proactive publication of transition briefing materials, with assistance from the ATIP Services Branch. The Office of the Corporate Secretary leads on the proactive publication of materials used for appearances before Committees of Parliament, while all financial and HR-related proactive publications are facilitated by the Corporate Management Sector. Compliance for all departmental proactive publications is verified by the ATIP Services Branch.

The following table shows the proactive publication requirements that were incumbent on ISED during the reporting period, the frequency at which ISED was required to publish each requirement, and the internet location at which each can be found:

Proactive Publication Requirements Table:

Legislative Requirement	Section of ATIA	Publication Timeline	Does item apply to Industry Canada?	Internal group(s) or positions(s) responsible for fulfilling requirement	% of proactive publication item(s) published within legislated timelines*	Link to web page where published**
Applies to all government institutions as defined in section 3 of the <i>Access to Information Act</i>						
Travel Expenses	82	Within 30 days after the end of the month of reimbursement	Yes 12 lots	Corporate Management Sector	100%	2024 Items https://search.open.canada.ca/travel/?owner_org=ic&page=1&sort=start+date+desc&year=2024

						2025 Items https://search.open.canada.ca/travel/?owner_org=ic&page=1&sort=start_date+desc&year=2025
Hospitality Expenses	83	Within 30 days after the end of the month of reimbursement	Yes 9 lots	Corporate Management Sector	100%	2024 Items https://search.open.canada.ca/hospitality/?owner_org=ic&page=1&sort=start_date+desc&year=2024 2025 Items https://search.open.canada.ca/hospitality/?owner_org=ic&page=1&sort=start_date+desc&year=2025
Reports tabled in Parliament	84	Within 30 days after tabling	Yes 6 items	ATIP Services Branch Canadian Intellectual Property Office Competition Bureau Industry Sector	100%	2023-2024 Annual Report on the <i>Access to Information Act</i> https://ised-isde.canada.ca/site/atip-

				Corporate Management Sector		<p>services/en/references/2023-2024-annual-report-access-information-act</p> <p>2023-2024 Annual Report on the <i>Privacy Act</i></p> <p>https://ised-isde.canada.ca/site/atip-services/en/references/2023-2024-annual-report-privacy-act</p> <p>Canadian Intellectual Property Office</p> <p>2022-2023 Annual Report</p> <p>https://ised-isde.canada.ca/site/canadian-intellectual-property-office/en/2022-2023-annual-report-message-ceo</p>
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						<p>Empowering competition: A landmark year 2023-2024 Annual Report https://competition-bureau.canada.ca/en/how-we-foster-competition/education-and-outreach/empowering-competition-landmark-year</p> <p>Departmental Sustainable Development Strategy progress report: 2023-2024 https://ised-isde.canada.ca/site/sustainable-development/en/departmental-sustainable-development-strategy-2023-2027/departmental-sustainable-development-strategy-progress-</p>
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						report-2023-24 Departmental Fees Report – fiscal year 2023-2024 https://ised-isde.canada.ca/site/planning-performance-reporting/en/departamental-fees-reports/departamental-fees-report-fiscal-year-2023-24
Applies to government entities or departments, agencies, and other bodies subject to the Act and listed in Schedules I, I.1, or II of the <i>Financial Administration Act</i>						
Contracts over \$10,000	86	Q1-3: Within 30 days after the quarter Q4: Within 60 days after the quarter	Yes 4 lots	Corporate Management Sector	100%	https://search.open.canada.ca/contracts/?owner_org=ic&page=1&sort=contract_date+desc&year=2024
Grants & Contributions over \$25,000	87	Within 30 days after the quarter	Yes 4 lots	Corporate Management Sector	100%	https://search.open.canada.ca/grants/?owner_org=ic&page=1&sort=agreement_start

						_date+desc&year=2024
Packages of briefing materials prepared for new or incoming deputy heads or equivalent	88(a)	Within 120 days after appointment	Yes 2 lots	Strategic Policy Sector ATIP Services Branch	50% 1 of 2 lots	https://ised-isde.canada.ca/site/transparency-materials-ised/en
Titles and reference numbers of memoranda prepared for a deputy head or equivalent, that is received by their office	88(b)	Within 30 days after the end of the month received	Yes 12 lots	Office of the Deputy Minister ATIP Services Branch All ISED Sectors	92% 11 of 12 lots	2024 Titles https://search.open.canada.ca/briefing_titles/?owner_org=ic&page=1&sort=date_received+desc&year=2024 2025 Titles https://search.open.canada.ca/briefing_titles/?owner_org=ic&page=1&sort=date_received+desc&year=2025
Packages of briefing materials prepared for a deputy head or equivalent's appearance before a	88(c)	Within 120 days after appearance	Yes 2 lots	Parliamentary Affairs ATIP Services Branch	50% 1 of 2 lots	https://ised-isde.canada.ca/site/transparency/en/parliamentary-committee-

committee of Parliament						briefing-materials
Applies to government institutions that are departments named in Schedule I to the <i>Financial Administration Act</i> or portions of the core public administration named in Schedule IV to that Act (i.e. government institutions for which Treasury Board is the employer)						
Reclassified positions	85	Within 30 days after the quarter	Yes 4 lots	Corporate Management Sector	100%	https://search.open.canada.ca/reclassification/?owner_org=ic&page=1&sort=date+desc&year=2024
Apply to Ministers' Offices (therefore apply to any institution that performs proactive publication on behalf of a Minister's Office)						
Packages of briefing materials prepared by a government institution for new or incoming ministers	74(a)	Within 120 days after appointment	No	N/A	N/A	N/A
Titles and reference numbers of memoranda prepared by a government institution for the minister, that is received by their office	74(b)	Within 30 days after the end of the month received	Yes 12 lots	Office of the Deputy Minister ATIP Services Branch All ISED Sectors	92% 11 of 12 lots	2024 Titles https://search.open.canada.ca/briefing_titles/?owner_org=ic&page=1&sort=date+received+desc&year=2024

						2025 Titles https://search.open.canada.ca/briefing_titles/?owner_org=ic&page=1&sort=date_received+desc&year=2025
Package of question period notes prepared by a government institution for the minister and in use on the last sitting day of the House of Commons in June and December	74(c)	Within 30 days after last sitting day of the House of Commons in June and December	Yes 2 lots	Strategic Communications and Marketing Sector ATIP Services Branch	100%	https://search.open.canada.ca/qpnotes/?owner_org=ic&page=1&sort=date_received+desc&year=2024
Packages of briefing materials prepared by a government institution for a minister's appearance before a committee of Parliament	74(d)	Within 120 days after appearance	Yes 6 lots	Parliamentary Affairs ATIP Services Branch	67% 4 of 6 lots	https://ised-isde.canada.ca/site/transparency/en/parliamentary-committee-briefing-materials

Travel Expenses	75	Within 30 days after the end of the month of reimbursement	Yes 12 lots	Corporate Management Sector	100%	2024 Items https://search.open.canada.ca/travel/?owner_org=ic&page=1&sort=start_date+desc&year=2024 2025 Items https://search.open.canada.ca/travel/?owner_org=ic&page=1&sort=start_date+desc&year=2025
Hospitality Expenses	76	Within 30 days after the end of the month of reimbursement	Yes 5 lots	Corporate Management Sector	100%	2024 Items https://search.open.canada.ca/hospitality/?owner_org=ic&page=1&sort=start_date+desc&year=2024 2025 Items https://search.open.canada.ca/hospitality/?owner_org=ic&page=1&sort=start_date+desc&year=2025

Contracts over \$10,000	77	Q1-3: Within 30 days after the quarter Q4: Within 60 days after the quarter	No	N/A	N/A	N/A
Ministers' Offices Expenses Note: This consolidated report is currently published by TBS on behalf of all institutions.	78	Within 120 days after the fiscal year	2024-2025 figures will be published on the TBS website on or before 29 July 2025 at: https://open.canada.ca/en/expenditures-ministers-offices			

Of the 86 items and lots ISED was required to proactively publish during the reporting period, 93% were published on-time (86 of 92 items/lots), pursuant to legislative requirements.

Initiatives and Projects to Improve Access to Information

- ISED continues to subscribe to the ATIP Online Management Tools (AOMT) platform, and to implement change management processes for each update released by the Treasury Board of Canada Secretariat.
- The ATIP Services Branch worked with ISED's new AI Acceleration Hub on efforts to evaluate the AI components included within the two ATIP case management systems newly offered for procurement, and to choose the correct system for ISED's future needs.
- At the request of ISED's Human Resources Branch, the ATIP Services Branch is (at the time of this report) developing new training on the processing of ATIP cases relating to labour relations issues. This new training session will be released later in 2025-2026.
- In the interest of furthering reconciliation—specifically, to remove barriers to accessing information—ISED waives the \$5 application fee where the applicant self-identifies as a member of Canada's Indigenous, Aboriginal or First Nations communities.

Key Issues and Actions Taken on Complaints

Applicants have the right to register a complaint with the Office of the Information Commissioner of Canada regarding any matter relating to the processing of their requests, and several complaints can be linked to the same request.

ISED received 21 new complaint notices during the reporting period, as compared with 31 during the 2023–2024 period, ten less than in the previous year. These 21 complaints represent 1% of the total ATI requests received for this reporting period (and 2% of the total requests closed). The types of complaints received have been identified in the table below.

The Information Commissioner issued findings on 20 complaint investigation during the reporting period. Where complaints are “well founded”, ISED implements recommendations or fulfills orders issued by the Commissioner, aimed at resolution. Where complaints are “not well founded”, no further action is taken. Where complaints are “resolved”, this implies that resolution was obtained during the course of the investigation.

A further 16 complaints were either discontinued by the plaintiff, or ceased to be investigated by the Commissioner, for a total of 36 case closures. The nature of these complaints, and their findings (and other reasons) are summarized as follows:

Complaint type	Received	Completed	Findings
Refusal – exemptions	8	13	3 – Ceased to investigate 1 – Not well founded 8 – Well founded 1 – Resolved
Refusal – general (i.e., missing information, inadequate search, no records, etc.)	3	4	1 – Ceased to investigate 1 – Not well founded 2 – Well founded
Unjust length of extension	6	12	7 – Ceased to investigate 4 – Not well founded 1 – Well founded
Delay	4	7	5 – Ceased to investigate 2 – Well founded
Total	21	36	

Note: Some of the completed complaints include cases that were in progress during prior fiscal years and therefore do not all represent 2024-2025 complaints (see the table under: Total Outstanding Complaint Inventory by Year Received, that follows).

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

Total Outstanding Complaint Inventory by Year Received

Fiscal Year Complaints Were Received	Number of Outstanding Complaints
2024-2025	11
2023-2024	5
2022-2023	1
Total	17

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*.

Enabling authority:	The <i>Access to Information Act</i>
Fee payable:	A \$5 application fee is the only fee charged for an Access to Information Request
Total revenue:	\$2,985 (collected for 597 of the 1,481 new requests received)
Fees waived or refunded:	\$4,420 (waived/refunded for 884 of the 1,481 new requests received) *

* To help ensure that requests are more manageable in volume and delivered in a more timely fashion, large requests for voluminous information or those that touch upon multiple or complex subjects are separated into multiple requests, and the application fees are waived in respect of those multiplied requests. For example, when ISED receives a single request for two items, where one item is simple, and can be released quickly, but the other is complex and will require an extension, the request is separated into two unique requests so as not to delay the release of the simple item due to the complexity of processing the other. The separation is solely an administrative action, which benefits both ISED and the applicant. However, the separation itself automatically necessitates a second \$5 fee (in case management systems) which ISED treats as 'notional' and subsequently reverses (waives).

Of the 1,481 Access to Information requests ISED received in 2024-25, 879 were separated out of their original requests solely for ease of processing, and a further 5 were refunded; hence, the reason for waiving 884 of the 1,481 application fees logged the year. This is a common, administrative practice employed by ATIP offices across government.

Operating Costs

The cost of delivering ISED’s Access to Information program and services for 2024–2025 was \$2,041,833, based on salary costs and operating expenses, representing a 0.2% decrease from last year’s costs of \$2,044,483.

Salary costs for 2024–2025 totalled \$1,950,156, equating to 21.634 full-time employees (FTEs), including students, when averaged over the year.

Operating expenses (software licenses, stationery, postage, etc.) for the year totalled \$91,677, representing an overall decrease of 1.5% below last year’s \$92,991.

Monitoring Compliance

With respect to monitoring the processing time of requests, ATIP Services has a number of measures in place. ATIP Services has continued the following business practices:

- Managers regularly review and monitor the status of access requests using the ATIP case management system;
- Managers regularly review the status of consultation processes on access requests to ensure inter-institutional consultations are only conducted when required to properly exercise discretion, or where ISED intends to disclose information;
- Managers conduct weekly bilateral meetings with staff to review work plans and establish priorities; and
- Managers report weekly to the Director on requests to be closed as well as on-time compliance and issues delaying or otherwise affecting processing.

Further:

- ATIP Services has an escalation process to address delays in responses to taskings;
- ATIP Services management meets on a regular basis with representatives of the Office of the Information Commissioner to address outstanding complaints and learn new approaches that could increase compliance and avoid future complaints; and
- ATIP training sessions address and reinforce the importance of respecting the legislated 30-day timeline.

With respect to the most frequently requested types and subjects of information, the ATIP Services Branch prepares an annual analysis, pursuant to requirement 4.1.44 of the *TBS Directive on Access to Information Requests*, detailing the information most frequently requested through Access to Information requests received by ISED, and the projected human and financial resources that would be necessary to make that information more readily available by other means.

With respect to ensuring the right of public access to information, pursuant to requirement 4.2.8 of the *TBS Directive on Access to Information Requests*, the ATIP Services Branch has

prepared guidance on the use of Non-Disclosure Agreements and disclosure of third party information, in the context of contracting, and has made that guidance available on its intranet site for the knowledge of all ISED employees.

With respect to the monitoring of Proactive Publications for accuracy and completeness, ISED's Proactive Publication Matrix details both the departmental area responsible for facilitating publication of each required item, as well as the names of the employees (and their areas) responsible for compiling, approving and publishing information. In most cases, information for proactive publication is prepared by an analyst, then approved by a Director or Director-General prior to being published. All departmental program areas that are responsible for proactive publications are also responsible for ensuring the accuracy and completeness of the content they publish, while the ATIP Services Branch conducts a semi-annual review of all proactive publications for measure compliance in meeting the respective proactive publication deadlines.

Additionally, the following new and updated procedures and policy guidance issued in 2024-2025 pertain to issues of compliance:

- *Info Source* 2024 Update (June 2024);
- Update ATIP 101 at ISED training deck (July 2024); and
- Others, in relation to Privacy management.

ANNEX A

Annual Statistical Report on the *Access to Information Act*

Name of institution: Innovation, Science and Economic Development Canada

Reporting period: 2024-04-01 to 2025-03-31

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

1.1 Number of requests

		Number of Requests
Received during reporting period		1481
Outstanding from previous reporting periods		1408
• Outstanding from previous reporting period	441	
• Outstanding from more than one reporting period	967	
Total		2289
Closed during reporting period		1081
Carried over to next reporting period		1808
• Carried over within legislated timelines	399	
• Carried over beyond legislated timelines	1409	

1.2 Sources of requests

Sources	Number of Requests
Media	944
Academia	92
Business (private sector)	83
Organization	7
Public	225
Decline to Identify	130
Total	1481

1.3 Channels of requests

Source	Number of Requests
Online	1467
E-mail	14
Mail	0
In-person	0
Telephone	0
Facsimile	0
Total	1481

Section 2: Informal Requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		2189
Outstanding from previous reporting periods		63
• Outstanding from previous reporting period	63	
• Outstanding from more than one reporting period	0	
Total		2252
Closed during reporting period		1500
Carried over to next reporting period		752

2.2 Channels of informal requests

Source	Number of Requests
Online	2183
E-mail	6
Mail	0
In-person	0
Telephone	0
Facsimile	0
Total	2189

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
56	172	244	306	219	503	0	1500

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

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
1374	19373	90	20094	20	15071	11	21948	5	64219

Section 3: Applications to the Information Commissioner on Declining to Act on Requests

	Number of Requests
Outstanding from previous reporting period	5
Sent during reporting period	0
Total	5
Approved by the Information Commissioner during reporting period	2
Declined by the Information Commissioner during reporting period	3
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	16	38	70	53	8	13	4	202
Disclosed in part	15	63	101	128	79	78	128	592
All exempted	1	2	4	2	3	1	0	13
All excluded	1	4	2	9	7	0	1	24
No records exist	26	58	35	26	5	2	1	153
Request transferred	13	0	1	0	0	0	0	14
Request abandoned	34	2	6	2	1	0	36	81
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	2	0	2
Total	106	167	219	220	103	96	170	1081

4.2 Exemptions

Section	# of Requests	Section	# of Requests	Section	# of Requests	Section	# of Requests
13(1)(a)	13	16(1)(b)	3	16.5	0	20(1)(c)	229
13(1)(b)	2	16(1)(c)	14	16.6	0	20(1)(d)	19
13(1)(c)	16	16(1)(d)	0	17	0	20.1	0
13(1)(d)	3	16(2)	2	18(a)	9	20.2	0
13(1)(e)	4	16(2)(a)	4	18(b)	67	20.4	0
14	1	16(2)(b)	0	18(c)	0	21(1)(a)	330
14(a)	45	16(2)(c)	60	18(d)	11	21(1)(b)	419
14(b)	45	16(3)	0	18.1(1)(a)	0	21(1)(c)	35
15(1)	2	16.1(1)(a)	0	18.1(1)(b)	1	21(1)(d)	13
15(1) IA*	37	16.1(1)(b)	0	18.1(1)(c)	0	22	11
15(1) Def*	5	16.1(1)(c)	0	18.1(1)(d)	0	22.1(1)	1
15(1) SA*	12	16.1(1)(d)	0	19(1)	218	23	56
16(1)(a)(i)	0	16.2(1)	1	20(1)(a)	2	23.1	0
		16.3	0				
16(1)(a)(ii)	1	16.4(1)(a)	0	20(1)(b)	202	24(1)	30
16(1)(a)(iii)	0	16.4(1)(b)	0	20(1)(b.1)	0	26	2

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

4.3 Exclusions

Section	# of Requests	Section	# of Requests	Section	# of Requests
68(a)	17	69(1)	0	69(1)(g) re (a)	93
68(b)	0	69(1)(a)	10	69(1)(g) re (b)	0
68(c)	0	69(1)(b)	0	69(1)(g) re (c)	92
68.1	0	69(1)(c)	2	69(1)(g) re (d)	24
68.2(a)	0	69(1)(d)	13	69(1)(g) re (e)	55
68.2(b)	0	69(1)(e)	31	69(1)(g) re (f)	9
		69(1)(f)	7	69.1(1)	0

4.4 Format of information released

Paper	Electronic				Other
	E-Record	Data Set	Video	Audio	
4	790	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
288371	71673	914

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	195	2368	6	870	0	0	1	1757	0	0
Disclosed in part	499	8321	50	12670	18	12893	19	40981	6	183285
All exempted	11	186	2	926	0	0	0	0	0	0
All excluded	24	376	0	0	0	0	0	0	0	0
Request Abandoned	58	417	13	3721	2	1399	8	18201	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	2	0	0	0	0	0	0	0	0	0
Total	789	11668	71	18187	20	14292	28	60939	6	183285

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	23	0	0	23
Disclosed in part	171	128	0	299
All exempted	1	1	0	2
All excluded	0	15	0	15
Request Abandoned	26	1	0	27
Neither confirmed nor denied	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	221	145	0	366

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	693
Percentage of requests closed with legislated timelines	64.10%

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
388	44	148	70	126

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	55	5	60
16 to 30	19	5	24
31 to 60	34	6	40
61 to 120	46	13	59
121 to 180	28	5	33
181 to 365	27	8	35
More than 365	66	71	137
Total	275	113	388

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	6	0	25	4
Disclosed in part	54	29	144	72
All exempted	0	0	0	0
All excluded	0	4	7	0
Request abandoned	20	3	21	12
No records exist	3	0	4	1
Declined to act with the approval of the Information Commissioner	2	0	2	2
Total	85	36	203	91

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	25	0	46	0
31 to 60 days	21	2	50	87
61 to 120 days	13	6	40	4
121 to 180 days	3	27	60	0
181 to 365 days	6	1	7	0
More than 365 days	17	0	0	0
Total	85	36	203	91

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	# of Requests	Amount	# of Requests	Amount	# of Requests	Amount
Application	597	\$2,985	879	\$4,395	5	\$25
Other fees	0	\$0	0	\$0	0	\$0
Total	597	\$2,985	879	\$4,395	5	\$25

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	165	6188	9	127
Outstanding from the previous reporting period	21	4610	2	12
Total	186	10798	11	139
Closed during the reporting period	157	7318	11	139
Carried over within negotiated timelines	12	2687	0	0
Carried over beyond negotiated timelines	17	793	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	44	10	3	2	1	1	1	62
Disclose in part	40	2	7	6	2	2	1	60
Exempt entirely	2	0	0	0	0	0	0	2
Exclude entirely	4	1	1	0	0	0	0	6
Consult other institution	3	1	4	2	0	0	0	10
Other	9	3	4	0	0	1	0	17
Total	102	17	19	10	3	4	2	157

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	1	3	0	0	0	0	0	4
Disclose in part	0	3	1	0	0	0	0	4
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	1	0	0	0	0	1
Other	2	0	0	0	0	0	0	2
Total	3	6	2	0	0	0	0	11

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	22	44	0	0	0	0	0	0	0	0
16 to 30	14	46	0	0	0	0	0	0	0	0
31 to 60	62	570	0	0	0	0	0	0	0	0
61 to 120	24	617	13	2901	5	2322	0	0	0	0
121 to 180	0	0	0	0	1	301	0	0	0	0
181 to 365	0	0	0	0	0	0	3	3803	0	0
More than 365	0	0	0	0	0	0	0	0	1	2941
Total	122	1277	13	2901	6	2623	3	3803	1	2941

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
21	16	2

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
3	0	3

Section 37(2) Final Reports		
Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
19	0	2

Section 10: Court Action

10.1 Court actions on complaints

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

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

Section 44 Under paragraph 28(1)(b)
0

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

11.1 Allocated costs

Expenditures		Amount
Salaries		\$1,950,156
Overtime		\$0
Goods and Services		\$91,677
• Professional services contracts	\$0	
• Other	\$91,677	
Total		\$2,041,833

11.2 Human Resources

Resources	Person years dedicated to Access to Information activities
Full-time employees	21.112
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.522
Total	21.634

Annex B

Delegation of ATIP Authority

Delegation in effect on the last day of 2024–2025

The Department of Industry

(To be known as Innovation, Science and Economic Development Canada)

Le ministère de l'Industrie

(Qui sera connu sous le nom
d'Innovation, Sciences et Développement économique Canada)

Access to Information Act and Privacy Act Delegation Order

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

The Minister of Industry Canada, pursuant to section 95(1) of the *Access to Information Act* and section 73(1) of the *Privacy Act*, hereby delegates the persons holding the positions set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers and functions of the Minister as the head of a government institution, under the section of the Acts set out in the schedule opposite each position. This Delegation Order supersedes all previous Delegation Orders

En vertu de l'article 95(1) de la *Loi sur l'accès à l'information* et l'article 73(1) de la *Loi sur la protection des renseignements personnels*, le Ministre d'Industrie Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire les-dits postes, les attributions dont il est, en qualité de responsable d'une institution fédérale, investie par les articles des lois mentionnées en regard de chaque poste. Le présent décret de délégation remplace et annule tout décret antérieur

Schedule / Annexe

<u>Position / Poste</u>	<i>Access to information Act and Regulations / Loi sur l'accès à l'information et règlements</i>	<i>Privacy Act and Regulations / Loi sur la protection des renseignements personnels et règlements</i>
Deputy Minister / Sous ministre	Full authority / Autorité absolue	Full authority / Autorité absolue
Corporate Secretary / Secrétaire général	Full authority / Autorité absolue	Full authority / Autorité absolue
Director, Access to Information and Privacy (ATIP) Services / Directeur (trice), Service d'accès à l'information et à la protection des renseignements personnels (AIPRP)	Full authority / Autorité absolue	Full authority / Autorité absolue

Manager, ATIP Services / Gestionnaire, Services d'AIPRP	Full authority / Autorité absolue	Full authority / Autorité absolue
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And / et

Senior Advisor, ATIP Services / Conseiller (ère) principal(e), Services d'AIPRP	Section / Articles: 7, 8(1), 9, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27(1), 68, 69	Section / Articles : 8(1), 14, 15, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 69, 70
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Dated, at the City of Ottawa, this 18th
day of May, 2021

Daté, à la ville d'Ottawa, ce 18^e
jour de mai, 2021

THE HONOURABLE FRANÇOIS-PHILIPPE CHAMPAGNE
MINISTER OF INDUSTRY
(To be known as Minister of INNOVATION,
SCIENCE AND INDUSTRY)



L'HONORABLE FRANÇOIS-PHILIPPE CHAMPAGNE
MINISTRE DE L'INDUSTRIE
(Identifié comme Ministre de l'INNOVATION, des SCIENCES
et de l'INDUSTRIE)