



Transportation
Safety Board
of Canada

Bureau de la sécurité
des transports
du Canada

**ANNUAL REPORT TO PARLIAMENT
ON THE APPLICATION OF
THE *ACCESS TO INFORMATION ACT*
1 APRIL 2017 TO 31 MARCH 2018**

Canada

Transportation Safety Board of Canada
Place du Centre
200 Promenade du Portage, 4th floor
Gatineau QC K1A 1K8
819-994-3741
1-800-387-3557
www.tsb.gc.ca
communications@bst-tsb.gc.ca

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Annual report to Parliament on the application of the *Access to Information Act* 2017–18

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200 Promenade du Portage
4th Floor
Gatineau, Quebec
K1A 1K8

June 2018

The Honourable Karina Gould, P.C., M.P.
Minister of Democratic Institutions and
President of the Queen's Privy Council for Canada
House of Commons
Ottawa, Ontario
K1A 0A6

Dear Minister:

In accordance with section 72 of the *Access to Information Act*, the Transportation Safety Board of Canada is pleased to submit to Parliament this report on its activities relating to the application of the Act for the period 1 April 2017 to 31 March 2018.

Sincerely,

Kathleen Fox
Chair

Canada

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1.0 Introduction

Pursuant to section 72 of the [Access to Information Act](#), the Transportation Safety Board of Canada (TSB) is pleased to table in Parliament this report on its activities relating to the application of the Act. The report covers the period from 1 April 2017 to 31 March 2018.

The purpose of the *Access to Information Act* is to provide a right of access to information to records under the control of government institutions such as the TSB.

The [Canadian Transportation Accident Investigation and Safety Board Act](#) provides the legal framework that governs TSB activities. Our mandate is to advance transportation safety in the marine, pipeline, rail and air modes of transportation by:

- conducting independent investigations, including public inquiries when necessary, into selected transportation occurrences in order to make findings as to their causes and contributing factors;
- identifying safety deficiencies, as evidenced by transportation occurrences;
- making recommendations designed to eliminate or reduce any such safety deficiencies; and
- reporting publicly on our investigations and on the findings in relation thereto.

More information on the TSB is available at www.tsb-bst.gc.ca.

The TSB's administration of its Access to Information and Privacy (ATIP) activities is in accordance with the government's stated principles that government information should be available to the public with only specific and limited exceptions. Furthermore, the TSB treats personal information in compliance with the code of fair information practices expressed in the *Privacy Act*.

2.0 ATIP Office organization

During 2017-18, the General Counsel held the responsibilities of the ATIP Coordinator. The ATIP Office also consisted of five full-time positions, one term position and a casual position.

The ATIP Office centrally administers both formal requests made pursuant to the Act and informal requests, and provides functional advice and guidance to managers and employees concerning the release of information and protection of privacy. In addition, ATIP analysts are required to exhibit strong consultative and negotiating skills when dealing with requesters, third parties, TSB personnel, and representatives of the Office of the Information Commissioner.

The majority of access to information requests made to the TSB pertain to transportation occurrences. Such requests present many challenges for the TSB ATIP Office. In many cases, requests are for a copy of the complete investigation file. Depending on the nature and scope of the investigation, there may be many thousands of often complex records in a variety of media.

For example, an investigation file can contain data records, voice recordings, witness statements, laboratory reports, and third-party records of the transport operator, the manufacturer of components, maintenance logs for engines and pilots' logs. Considering the volume of records and required consultations, the time required to process such requests is extensive. The status of the investigation itself also affects the access to records and when information may be released under the Act.

As considerable expertise is required in the processing of requests, the TSB ATIP function is organized so that ATIP analysts are responsible for centrally reviewing and severing all records. This requires that the analysts remain current with the investigation operations of the various transportation modes and their particular activities, as well as maintain good working relationships with the investigators and a multitude of stakeholders.

3.0 *Delegation of authority*

As required by the legislation, a delegation of authority is in place. For the purposes of the *Access to Information Act*, the "head of the institution" as defined in section 3 of the Act is the Chair of the TSB. The incumbents of the positions of General Counsel, Chief Operating Officer, and Senior ATIP Analyst have been delegated powers by the Chair deemed appropriate for the effective administration of the Act. These employees ensure that the TSB meets all its obligations fairly and consistently. The delegation authority was not updated in 2017-18 and dates from January 5, 2017. A copy of the Delegation Order is attached as Appendix A.

4.0 *Disposition of requests*

4.1 *Formal requests*

Eighty (80) new requests were received under the *Access to Information Act* in 2017-18 and twenty-four (24) requests were brought forward from the previous fiscal year, for a total of one hundred and four (104) active requests. Of these, eighty-nine (89) were completed during the current reporting period, and fifteen (15) were carried forward to the next fiscal year. The following table shows the variation in workload over the past few years.

Table 1 - Number and variation of formal requests over the past few years

Formal requests	2014-15	2015-16	2016-17	2017-18
Received during reporting period	72	89	119	80
Outstanding from previous period	30	29*	24	24
Total requests in-process during reporting period	102	118	143	104
Completed during reporting period	75	94	119	89
Carried over to next reporting period	27	24	24	15

*: includes two (2) files created in error

Of the eighty-nine (89) requests completed during the current reporting period, records were fully disclosed to applicants in twenty-one (21) cases. Records did not exist for nine (9) requests, one (1) request was transferred to another institution, and eight (8) requests were abandoned by their requester at various stages of the process. Records pertaining to forty-seven (47) requests were released with some portions exempted, and records for two (2) requests were fully exempted.

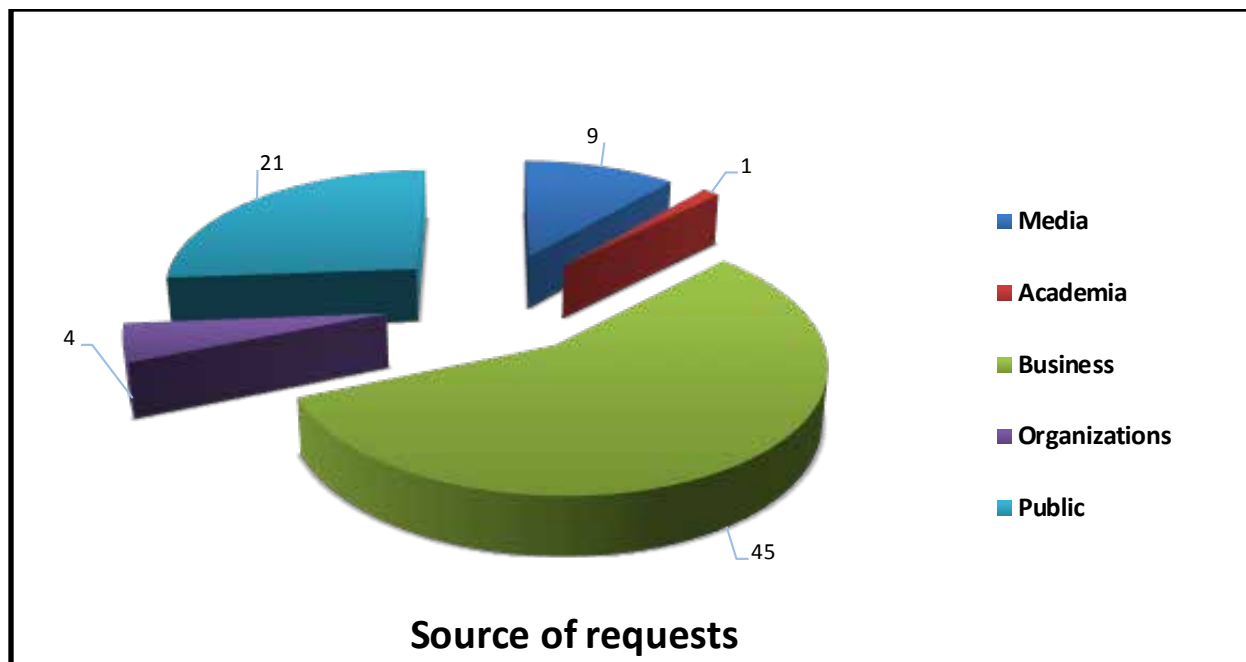
A breakdown of the exemptions and exclusions exercised in the reporting period is as follows:

Table 2 - Exemptions and Exclusions

Exemption or Exclusion	Exemption description	Number of times applied
13	Obtained in confidence from other levels of government	17
14	Federal–provincial affairs	0
15	International affairs and defence	0
16	Law enforcement & investigation (Security)	6
17	Safety of individuals	0
18	Economic interest of Canada	3
19	Personal information	48
20	Third-party information	48
21	Operations of government	36
22	Testing procedures	1
23	Solicitor–client privilege	8
24	Statutory prohibitions	6
26	Information to be published	0
68	Published material	5
69	Cabinet confidences	0

4.2 Clients

As shown in the chart below, forty-five (45) new requests came from business/legal firms representing clients affected by or involved in transportation occurrences. The other requesters were twenty-one (21) members of the public, nine (9) media sources, four (4) organizations, and one (1) member of academia. No requesters declined to identify a category.



4.3 Processing of requests

The number of new requests received in 2017–18 decreased by thirty-three percent (33%) compared to the previous reporting period (which had increased by a similar proportion last year). The decrease can be attributed to the absence of further requests related to high-profile investigations such as the Lac-Mégantic train derailment and the ORNGE air ambulance helicopter crash. Open government and more data available online to the public may also have contributed to the decrease in the number of requests.

The ATIP Office makes every possible effort to process requests within the 30-day time limit as required by legislation. However, many of the requests received by the TSB continue to involve a large volume of records, which also pertain to third-party information, requiring consultations, both domestically and internationally, before the information can be released.

The TSB decreased the human resources dedicated to ATIP in 2017–18 by 1.23 full-time employees (FTEs) compared to 2016–17, from 6.33 to 5.1 FTEs. The number of completed requests in 2017–18 also decreased by thirty (30) requests to a total of eighty-nine (89), or 33% less than in the previous fiscal year, 2016–17. The TSB was able to respond within 30 days or less in 53 (60%) of the 89 completed cases, the same proportion as in 2016–17. The completion times for the remaining requests are detailed in the table below. It is important to note that the deadlines for many of these requests were legally extended under the Act.

Table 3 - Percentage of files per completion time category

Completion time	2015–16	2016–17	2017–18
30 days or less	70%	60%	60%
31–60 days	9%	17%	8%
61–120 days	3%	8%	18%
121–180 days	3%	6%	9%
181–365 days	10%	3%	2%
Over 365 days	5%	6%	3%

The average time taken to process a request during the 2017–18 reporting period decreased slightly to 80 calendar days, compared with last year's average of 82 calendar days.

During this period, for requests that were completed, the ATIP Office was involved in the search, preparation, and review of 43,187 pages of information (compared to 121,224 pages in 2016–17, and 73,983 pages in 2015–16) and the reproduction and release of 20,165 pages of information (compared to 60,571 pages in 2016–17, and 43,724 pages in 2015–16), including reprints of photographs, video and audio recordings. It is important to note that large audio and video files that can be hours in length that require search, review, and preparation for release are counted only as one (1) page per one (1) audio file and/or one (1) video record.

5.0 Fees and costs

The TSB collected \$330 in fees during 2017–18 and waived \$70 in application fees. The TSB maintains the right to waive the application fees.

The ATIP Office incurred an estimated \$461,827 in costs to administer the *Access to Information Act* in 2017–18. These costs include salaries, overtime, goods and services, and professional services contracts for temporary help staff, but do not include the resources expended by other areas of the TSB to meet the requirements of the Act.

6.0 Other requests

The ATIP Office received twenty-six (26) consultation requests from other departments and agencies in 2017–18 (representing 762 pages to review), compared to twenty-two (22) requests in 2016–17 (nineteen [19] in 2015–16). However, this increase in the number of requests represents a decrease in the number of pages requested to be reviewed (762 pages), if we exclude the pages that were outstanding from the previous year (1062 pages). In total, 1824 pages were processed in 2017–18 (compared to 1746 pages in 2016–17, and 384 pages in 2015–16).

Two (2) informal requests were received during 2017–18, compared with twenty-five (25) in 2016–17, and fifty-two (52) in 2015–16. These figures do not include other information requests

responded to directly by the Communications Branch, the Operational Services Branch, and other areas of the TSB. In addition, many publications – such as investigation reports, safety studies, statistical reports, occurrence database extracts, news releases, investigation updates, and annual reports, including ATIP reports to Parliament – are readily available on the TSB website. New directives on transparency and open government with more data being made accessible online can explain the significant decrease in these types of requests.

7.0 *Training and education*

The TSB has an orientation program in place for new employees, which includes training on ATIP awareness. In addition, the TSB made it mandatory for all staff to attend more comprehensive ATIP training sessions given by the ATIP Office. During 2017–18, the ATIP Office provided three (3) training sessions to thirty-two (32) employees at headquarters and regional offices, as part of the new employee orientation program. The ATIP Office also provides advice and guidance upon request to individuals and small groups of employees.

Given the responsibilities and knowledge requirements of the TSB ATIP Office, there is a long learning curve for its staff. Continuous on-the-job training is provided to ATIP staff to ensure sound and current knowledge of ATIP requirements and procedures, as well as TSB operations. In this context, ATIP staff attended all ATIP Community Meetings organized by the Treasury Board Secretariat during 2017–18. These Community Meetings provided ATIP staff with valuable information on trends and best practices within the ATIP circle, updates on recent complaints and court cases, and tools to help improve service standards within the field. Additionally, a specialized lawyer on the *Access to Information* and *Privacy acts* presented to ATIP staff on the latest case-law trends of relevance for the TSB.

8.0 *Policies, guidelines, and procedures*

There were no changes to the policies, guidelines, and procedures for 2017–18.

9.0 *Complaints and investigations*

Three (3) new complaints were received by the Office of the Information Commissioner of Canada (OIC) during 2017–18 and three (3) complaints remain outstanding from a prior year. Two (2) complaints were closed during 2017–18.

Three (3) new complaints received by the OIC during 2017–18 alleged that the TSB has improperly applied exemptions, so as to unjustifiably deny access to records, or portions thereof, requested under the *Access to Information Act*. The TSB provided a copy of the processing files to the OIC and the complaints are pending.

Three (3) previous complaints received by the OIC during 2016–17 alleging that records should exist are yet to be resolved. However, the TSB had no records related to these specific requests.

The TSB provided a copy of the processing file to the OIC, and the complaints continue to await decisions.

A complaint received by the OIC during 2015–16 alleging that the TSB had improperly applied exemptions, so as to unjustifiably deny access to records, or portions thereof, requested under the *Access to Information Act* was resolved. The complaint also alleged that the TSB had failed to respond within the time frame set out by the Act (and unreasonable extension). The complaint was investigated by the OIC during 2016–17. Following discussion with the OIC investigator, the TSB disclosed additional information to the requester, but also maintained protections on portions of the records requested. During 2017–18, the OIC recorded the complaint as discontinued by the complainant.

Another complaint received by the OIC during 2015–16 alleged that TSB had improperly applied exemptions, so as to unjustifiably deny access to records, or portions thereof, requested under the *Access to Information Act*. The complaint was investigated by the OIC. Following discussion with the OIC investigator, the TSB disclosed additional information to the requester, but also maintained protections on portions of the records. The OIC recorded the complaint to be well founded and resolved.

10.0 *Monitoring process*

The TSB monitors the time to process access to information requests, through weekly bilateral meetings between the General Counsel (ATIP Coordinator) and the Senior ATIP Analyst during which the status of outstanding requests is reviewed. Any significant issues, such as the need for assistance in processing a particularly complex request, are raised and discussed with the Chief Operating Officer on an ad-hoc basis.

11.0 *Statistics required by Treasury Board*

The statistics required by the Treasury Board Secretariat are found in Appendix B.

Appendices

Appendix A – Delegation order

Transportation Safety Board
of Canada



Bureau de la sécurité des transports
du Canada

5 January 2017

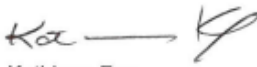
Our file / Notre référence

Designation Order – Access to Information Act

The Chair of the Transportation Safety Board of Canada, pursuant to section 73 of the *Access to Information Act*, hereby designates the persons holding the positions set out in the table below, or the persons occupying on an acting basis those positions, to exercise the specified powers and perform the related duties and functions of the Chair as the Head of a government institution under the *Access to Information Act*.

This designation replaces the designation dated 1 June 2015.

Positions	Sections of the <i>Access to Information Act</i>
Chair	All sections
Chief Operating Officer	All sections
General Counsel	All sections
Senior ATIP Analyst	Section 8(1) – transfers Section 9 - extensions


Kathleen Fox
Chair

Canada

Appendix B – Statistical report



Statistical Report on the *Access to Information Act*

Name of institution: Transportation Safety Board of Canada

Reporting period: 2017-04-01 to 2018-03-31

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

1.1 Number of requests

	Number of Requests
Received during reporting period	80
Outstanding from previous reporting period	24
Total	104
Closed during reporting period	89
Carried over to next reporting period	15

1.2 Sources of requests

Source	Number of Requests
Media	9
Academia	1
Business (private sector)	45
Organization	4
Public	21
Decline to Identify	0
Total	80

1.3 Informal requests

Completion Time							Total
1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
2	0	0	0	0	0	0	2

Note: All requests previously recorded as “treated informally” will now be accounted for in this section only.

Part 2: Requests Closed During the Reporting Period

2.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
All disclosed	13	5	2	1	0	0	0	21
Disclosed in part	7	11	3	14	8	2	2	47
All exempted	1	0	1	0	0	0	0	2
All excluded	1	0	0	0	0	0	0	1
No records exist	9	5	1	0	0	0	0	9
Request transferred	1	0	0	0	0	0	0	1
Request abandoned	4	1	1	1	0	0	1	8
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	36	17	7	16	8	2	3	89

2.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	7	16(2)	0	18(a)	0	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	1	20.2	0
13(1)(c)	8	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	2	16(2)(c)	1	18(d)	0	21(1)(a)	7
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	29
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	0
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	0
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	2	22	1
15(1)	0	16.1(1)(d)	0	19(1)	48	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	14	23	8
15(1) - Def.*	0	16.3	0	20(1)(b)	21	24(1)	6
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	26	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	10		
16(1)(a)(ii)	2	16.5	0	20(1)(d)	3		
16(1)(a)(iii)	0	17	0				
16(1)(b)	1						
16(1)(c)	2						
16(1)(d)	0						

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

2.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	5	69(1)	0	69(1)(g) re (a)	0
68(b)	0	69(1)(a)	0	69(1)(g) re (b)	0
68(c)	0	69(1)(b)	0	69(1)(g) re (c)	0
68.1	0	69(1)(c)	0	69(1)(g) re (d)	0
68.2(a)	0	69(1)(d)	0	69(1)(g) re (e)	0
68.2(b)	0	69(1)(e)	0	69(1)(g) re (f)	0
		69(1)(f)	0	69.1(1)	0

2.4 Format of information released

Disposition	Paper	Electronic	Other Formats
All disclosed	2	19	0
Disclosed in part	3	44	0
Total	5	63	0

2.5 Complexity

2.5.1 Relevant pages processed and disclosed

Disposition of Requests	Number of Pages Processed	Number of Pages Disclosed	Number of Requests
All disclosed	589	529	21
Disclosed in part	41468	19636	47
All exempted	1	0	2
All excluded	1	0	1
Request abandoned	1128	0	8
Neither confirmed nor denied	0	0	0

2.5.2 Relevant pages processed and disclosed 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	
	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
All disclosed	20	387	1	142	0	0	0	0	0	0
Disclosed in part	12	382	19	2221	6	2729	8	11116	2	3188
All exempted	2	0	0	0	0	0	0	0	0	0
All excluded	1	0	0	0	0	0	0	0	0	0
Request abandoned	6	0	2	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Total	41	769	22	2363	6	2729	8	11116	2	3188

2.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	6	0	0	0	6
Disclosed in part	34	0	1	0	35
All exempted	1	0	0	0	1
All excluded	0	0	0	0	0
Request abandoned	5	0	0	0	5
Neither confirmed nor denied	0	0	0	0	0
Total	46	0	1	0	47

2.6 Deemed refusals

2.6.1 Reasons for not meeting statutory deadline

Number of Requests Closed Past the Statutory Deadline	Principal Reason			
	Workload	External Consultation	Internal Consultation	Other
7	5	1	1	0

2.6.2 Number of days past deadline

Number of Days Past Deadline	Number of Requests Past Deadline Where No Extension Was Taken	Number of Requests Past Deadline Where An Extension Was Taken	Total
1 to 15 days	0	1	1
16 to 30 days	0	2	2
31 to 60 days	0	1	1
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	0	3	3
Total	0	7	7

2.7 Requests for translation

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

Part 3: Extensions

3.1 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	
All disclosed	3	0	3	1
Disclosed in part	11	0	22	18
All exempted	0	0	1	0
All excluded	0	0	0	0
No records exist	0	0	0	0
Request abandoned	1	0	3	2
Total	15	0	29	21

3.2 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 less	5	0	3	18
31 to 60 days	5	0	10	2

61 to 120 days	1	0	11	1
121 to 180 days	3	0	2	0
181 to 365 days	1	0	3	0
365 days or more	0	0	0	0
Total	15	0	29	21

Part 4: Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of Requests	Amount	Number of Requests	Amount
Application	66	\$330	14	\$70
Search	0	\$0	0	\$0
Production	0	\$0	0	\$0
Programming	0	\$0	0	\$0
Preparation	0	\$0	0	\$0
Alternative format	0	\$0	0	\$0
Reproduction	0	\$0	0	\$0
Total	66	\$330	14	\$70

Part 5: Consultations Received From Other Institutions and Organizations

5.1 Consultations 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	26	762	0	0
Outstanding from the previous reporting period	1	1062	0	0
Total	27	1824	0	0
Closed during the reporting period	26	1819	0	0
Pending at the end of the reporting period	1	5	0	0

5.2 Recommendations and completion time for consultations 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	
Disclose entirely	12	2	0	0	0	0	0	14
Disclose in part	5	1	2	0	1	0	0	9
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	1	2	0	0	0	0	0	3
Other	0	0	0	0	0	0	0	0
Total	18	5	2	0	1	0	0	26

5.3 Recommendations and completion time for consultations 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	
Disclose entirely	0	0	0	0	0	0	0	0
Disclose in part	0	0	0	0	0	0	0	0
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

Part 6: Completion Time of Consultations on Cabinet Confidences

6.1 Requests with Legal Services

Number of Days	Fewer Than 100 Pages Processed		101-500 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

6.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		101-500 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

Part 7: Complaints and Investigations

Section 32	Section 35	Section 37	Total
3	4	1	8

Part 8: Court Action

Section 41	Section 42	Section 44	Total
0	0	0	0

Part 9: Resources Related to the Access to Information Act

9.1 Costs

Expenditures		Amount
Salaries		\$436,784
Overtime		\$78
Goods and Services		\$24,965
• Professional services contracts	\$0	
• Other	\$24,965	
Total		\$461,827

9.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	5.10
Part-time and casual employees	0.00
Regional staff	0.00
Consultants and agency personnel	0.00
Students	0.00
Total	5.10

Note: Enter values to two decimal places.