



CANADIAN MUSEUM FOR
HUMAN RIGHTS
MUSÉE CANADIEN POUR LES
DROITS DE LA PERSONNE

Annual Report on the Administration of the *Access to Information Act*

**Canadian Museum for Human Rights
2022-2023**

Canadian Museum for Human Rights

Annual Report on the Administration of the *Access to Information Act*

2022-2023

1. Introduction

The Canadian Museum for Human Rights (CMHR) is pleased to provide its annual report on the administration of the *Access to Information Act* (ATIA) for the fiscal year 2022-2023, as required under section 94 of the Act.

The ATIA is based on the following principles:

- government information should be made available to Canadians and permanent residents of Canada;
- exceptions to the right of access should be limited and specific; and,
- decisions on the disclosure of government information should be reviewed independently of government.

2. Institution and Mandate

On February 11, 2008, the Government of Canada introduced legislation in Parliament to create the CMHR. The *Act to Amend the Museums Act* received Royal Assent on March 13, 2008. The legislation came into force on August 10, 2008, and the Government appointed the Museum's first Board of Trustees on August 26, 2008.

The *Museums Act* establishes the mandate for the CMHR as follows:

“to explore the subject of human rights, with special but not exclusive reference to Canada, in order to enhance the public’s understanding of human rights, to promote respect for others and to encourage reflection and dialogue.”

The Museum's public policy role is expressed in the preamble of the Act, which states each national museum:

- a) *“plays an essential role, individually and together with other museums and like institutions, in preserving and promoting the heritage of Canada and all its peoples throughout Canada and abroad, and in contributing to the collective memory and sense of identity of all Canadians; and,*

b) is a source of inspiration, research, learning and entertainment that belongs to all Canadians and provides, in both official languages, a service that is essential to Canadian culture and available to all.”

The CMHR is governed by a Board of Trustees consisting of up to eleven members who are appointed by the Minister of Canadian Heritage with the approval of the Governor in Council. The Board is responsible for executing the CMHR’s mission and providing strategic direction to and oversight of the activities of the CMHR. The Director is the Chief Executive Officer (CEO) of the CMHR and, under the direction of the Board, has control and management of the work and staff of the Museum. The CEO of the Museum is appointed, with the approval of the Governor in Council, by the Board of Trustees.

3. ATIP Secretariat

During the reporting period, the Access to Information and Privacy (ATIP) Secretariat was located within the newly formed People, Culture and Growth Division and reported to the Vice-President, People, Culture and Growth. The ATIP Secretariat was comprised of the ATIP Coordinator, who also held the position of Director, Organizational Growth and Legal Services as well as the ATIP Officer, who also held the position of Governance Coordinator. In 2022-2023 the CMHR undertook a successful public procurement process to onboard an ATIP consultant to aid in the processing of requests. In December 2022, the division expanded again to include a part-time administrative assistant.

The ATIP Coordinator is responsible for administering the ATIA within the CMHR with a mandate to act on behalf of the CEO in ensuring compliance with legislation, regulations and government policy and to create directives and standards in all matters relating to the Act.

The ATIP Officer also plays a lead role in the administration of the ATIA by processing access requests and providing professional advice and training to CMHR employees. While this position was formally vacant during the reporting period, these responsibilities were onboarded to the role of Governance Coordinator throughout the reporting period.

The ATIP Secretariat does not directly implement the requirements of proactive publication under Part 2 of the Act. This responsibility is overseen by the Director of Finance and is supported by the ATIP Coordinator, as needed, in this process. The CMHR was not party to any service agreements under s. 96 of the Act during the reporting period.

4. Institution and Delegation Order

Pursuant to Section 95 of the ATIA, the Museum has delegated authority to the following persons for the 2022-2023 fiscal year,

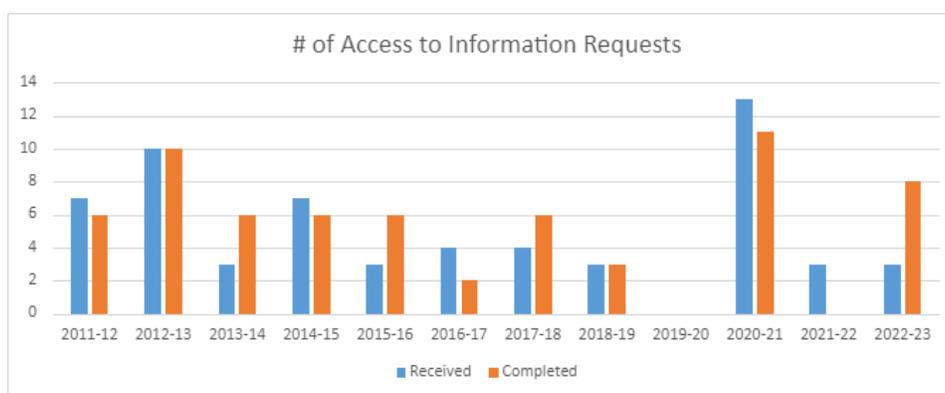
1. Access to Information and Privacy (ATIP) Coordinator
2. Vice-President, People, Culture and Growth

to exercise or perform all powers, duties and functions of the CEO under the Act insofar as they may be exercised or performed in relation to the CMHR. The delegation order for 2022-2023 is appended.

5. Highlights of the Statistical Report (2022-2023)

Requests

The CMHR received three new Access to Information requests during this reporting period; consistent with the three requests received in 2021-2022. The statistical report and the supplemental statistical report for the period April 1, 2022, to March 31, 2023 are appended. The chart below illustrates the number of requests received by the CMHR since 2011-2012.



Eight requests were completed in 2022-2023. 37.5% of requests were closed within the legislated timeline, all three of which were the three requests received in the 2022-2023 year. 75% of records were disclosed in part, 12.5% of records were all disclosed, and 12.5% of documents requested did not exist. No requests are outstanding at the end of the reporting period, resolving three outstanding requests from the 2021-2022 fiscal year and two from the 2020-2021 fiscal year. One request was completed within 16-30 days, 2 requests were completed within 61-120 days, two requests were completed in 121 to 180 days and three requests were completed after more than 365 days. Two extensions were applied to two requests from the 2021-2022 fiscal year for reasons of interference with operations and third-party notice respectively. Two extensions were applied to two requests received in the 2022-2023 fiscal year for reasons of interference with workload operations. Two requests now complete took over 365 days due to an application for review by the Federal court made by third parties under subsection 41(3) of the ATIA.

One complaint under paragraph 30(1)(a) was made to the Office of the Information Commissioner within the 2022-2023 fiscal year regarding a failure to respond to an access request within the 30-day time limit. The investigation concluded that the complaint was well founded but resolved. One outstanding complaint received in 2020-2021 was resolved in the 2022-2023 fiscal year as it was deemed that an investigation was unnecessary under subsection 30(5). There are no active complaints at the end of the fiscal year.

Consultations

The CMHR received no consultations during the reporting period.

COVID-19 Related Impacts

The CMHR was able to receive ATIP requests by mail and email for all 52 weeks of the reporting period. In contrast with the 2021-2022 reporting year, this year the COVID-19 pandemic did not significantly impact the ATIP Secretariat's ability to process Access to Information requests.

6. Training and Awareness

As part of a systemic review of ATIP operations undertaken by the ATIP Secretariat in September 2022, a revised formal training program was tested and began institutional role out in 2022-2023. The training consists of two parts, each one and a half hours long, delivered in a synchronous hybrid learning model. Part one focuses on the *Access to Information Act* and part two on the *Privacy Act*. The training has multiple supplemental handouts for ease of reference for participants.

Due to the COVID-19 pandemic and high staff turnover, there was a significant ATIP awareness gap identified within the institution. In an effort to mitigate this gap, the first round of training was delivered to Executive Assistants and Administrative Coordinators as these positions may act as key advisors to their divisions regarding ATIP in the interim as we continue with training across the institution. These three training sessions were delivered from November 2022 to March 2023 which trained 18 individuals in total. In addition, there were many informal conversations throughout the year to educate and support staff on implementing the *Access to Information Act*.

7. Policies, Guidelines and Procedures

The CMHR implemented the new Directive on Access to Information Requests from July 2022. In accordance with the Directive, the CMHR has joined ATIP Online to enable ease of access for requesters and has begun providing requesters with a copy of the Principles for Assisting Requesters. Larger policy and procedure revisions will be forthcoming in the next reporting period.

8. Proactive Publication under Part 2 of the ATIA

The CMHR is a government institution listed under Schedule III of the *Financial Administration Act*. The CMHR, through a ministerial directive, is required to proactively publish all travel, hospitality and conferences expenses. All proactive disclosures related to travel, hospitality and conferences are published on a monthly basis on the CMHR website (<https://humanrights.ca/about/governance-and-corporate-reporting/travel-hospitality-and-conferences>).

9. Initiatives and Projects to Improve Access to Information

The ATIP Secretariat began a systemic review of the Museum's ATIP processes in September 2022 with the goals of (1) addressing the knowledge gap across the institution on ATIP responsibilities and requirements, (2) ensuring ongoing compliance with the updates to the *Access to Information Act* and (3) examining possibilities to implement ATIP best practices within a smaller institution and a museum context. This process is ongoing into the 2023-2024 year.

10. Complaints/Investigations

The issues raised by access to information complaints the CMHR received during the reporting period concerned the ability to respond to complex requests within the legislative timelines. The actions taken included hiring an external consultant, communicating with the Office of the Information Commissioner and the requester to develop a plan for release, and the release of interim packages as they became available. With regards to the complaint carried over from 2020-2021, all records were released in accordance with the judgment delivered upon completion of the federal court review.

9. Monitoring Compliance

As part of the CMHR's ATIP review process, there is an ongoing examination of how the Museum may make available frequently requested types of information by means other than ATIP. Due to the typically small number of requests received, the Museum does not actively monitor the length of time it takes to process access to information requests. This area has been flagged for review as part of the CMHR's wider systemic review of ATIP operations.



ACCESS TO INFORMATION ACT AND PRIVACY ACT DELEGATION ORDER

The Chief Executive Officer of the Canadian Museum for Human Rights, pursuant to section 95 of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby designates the person holding the position set out in the schedule hereto, or the person occupying on an acting basis that position, to exercise the powers, duties and functions of the Chief Executive Officer as the head of the Canadian Museum for Human Rights, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

Schedule

Position	<i>Access to Information Act</i> and Regulations	<i>Privacy Act</i> and Regulations
Access to Information and Privacy Coordinator	Full authority	Full authority
Vice President, People, Culture and Growth	Full authority	Full authority

Dated, at the City of Winnipeg, this ~~March 31, 2023~~

Chief Executive Officer



Statistical Report on the Access to Information Act

Name of institution: Canadian Museum for Human Rights

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

Section 1: Requests Under the Access to Information Act

1.1 Number of requests

		Number of Requests
Received during reporting period		3
Outstanding from previous reporting periods		5
• Outstanding from previous reporting period	5	
• Outstanding from more than one reporting period	0	
Total		8
Closed during reporting period		8
Carried over to next reporting period		0
• Carried over within legislated timeline	0	
• Carried over beyond legislated timeline	0	

1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	0
Business (private sector)	0
Organization	0
Public	3
Decline to Identify	0
Total	3

1.3 Channels of requests

Source	Number of Requests
Online	0
E-mail	3
Mail	0
In person	0
Phone	0
Fax	0
Total	3

Section 2: Informal Requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		1
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	

Total	1
Closed during reporting period	0
Carried over to next reporting period	1

2.2 Channels of informal requests

Source	Number of Requests
Online	0
E-mail	1
Mail	0
In person	0
Phone	0
Fax	0
Total	1

2.3 Completion time of informal requests

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

2.4 Pages released informally

Less Than 100 Pages Released		100-500 Pages Released		501-1000 Pages Released		1001-5000 Pages Released		More Than 5000 Pages Released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
0	0	0	0	0	0	0	0	0	0

2.5 Pages re-released informally

Less Than 100 Pages Re-released		100-500 Pages Re-released		501-1000 Pages Re-released		1001-5000 Pages Re-released		More Than 5000 Pages Re-released	
Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released
0	0	0	0	0	0	0	0	0	0

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

	Number of Requests
Outstanding from previous reporting period	0
Sent during reporting period	0
Total	0
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

Section 4: Requests Closed During the Reporting Period

4.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	1 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	0	0	0	1	0	0	0	1
Disclosed in part	0	0	0	1	2	0	3	6
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	0	1	0	0	0	0	0	1
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	0	1	0	2	2	0	3	8

4.2 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)	1	18(d)	0	21(1)(a)	2
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	2
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)	1
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)	0	23	1
15(1) - Def.*	0	16.3	0	20(1)(b)	3	23.1	0
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	1	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	0		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	1				
16(1)(c)	0						
16(1)(d)	0						

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

4.3 Exclusions

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

4.4 Format of information released

Paper	Electronic				Other
	E-record	Data set	Video	Audio	
0	7	0	0	0	0

4.5 Complexity

4.5.1 Relevant pages processed and disclosed for paper and e-record formats

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
2,146	1,328	7

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		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed
All disclosed	1	4	0	0	0	0	0	0	0	0
Disclosed in part	3	72	0	0	3	2,070	0	0	0	0
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
Total	4	76	0	0	3	2070	0	0	0	0

4.5.3 Relevant minutes processed and disclosed for audio formats

Number of Minutes Processed	Number of Minutes Disclosed	Number 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		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number 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

Number of Minutes Processed	Number of Minutes Disclosed	Number 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		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	0	0	0	0	0	0

4.5.7 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Other	Total
All disclosed	0	0	0	0
Disclosed in part	2	3	0	5
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
Neither confirmed nor denied	0	0	0	0

Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	2	3	0	5

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	3
Percentage of requests closed within legislated timelines (%)	37.5

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/ Workload	External Consultation	Internal Consultation	Other
5	2	3	0	0

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

Number of days past legislated timelines	Number of requests past legislated timeline where no extension was taken	Number of requests past legislated timeline where an extension was taken	Total
1 to 15 days	0	0	0
16 to 30 days	0	1	1
31 to 60 days	0	0	0
61 to 120 days	0	1	1
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	1	2	3
Total	1	4	5

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

	9(1)(b) Consultation
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Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	1	0	0	0
Disclosed in part	2	0	0	3
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	3	0	0	3

5.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	0	0	0	1
31 to 60 days	2	0	0	1
61 to 120 days	0	0	0	1
121 to 180 days	1	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
Total	3	0	0	3

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	3	\$15.00	0	\$0.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
Total	3	\$15.00	0	\$0.00	0	\$0.00

Section 7: Consultations Received From Other Institutions and Organizations

7.1 Consultations received from other Government of Canada institutions and other organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	1	6	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	1	6	0	0
Closed during the reporting period	1	6	0	0

8.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		100–500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Section 9: Investigations and Reports of finding

9.1 Investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal Representations
1	1	0

9.2 Investigations and Reports of finding

Section 37(1) Initial Reports			Section 37(2) Final Reports		
Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner	Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
0	0	0	1	0	0

Section 10: Court Action

10.1 Court actions on complaints

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

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

Section 44 - under paragraph 28(1)(b)
0

Section 11: Resources Related to the Access to Information Act

11.1 Allocated Costs

Expenditures	Amount
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Salaries		\$36,350
Overtime		\$0
Goods and Services		\$60,940
• Professional services contracts	\$60,940	
• Other	\$0	
Total		\$97,290

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.550
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	3.000
Students	0.000
Total	3.550

Note: Enter values to three decimal places.

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

Name of institution: Canadian Museum for Human Rights

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

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

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

	Number of Weeks
Able to receive requests by mail	52
Able to receive requests by email	52
Able to receive requests through the digital request service	20

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

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

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

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

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

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

3.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2023	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	0	0	0
Received in 2021-2022	0	0	0
Received in 2020-2021	0	0	0
Received in 2019-2020	0	0	0
Received in 2018-2019	0	0	0
Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	0	0	0

Row 11, Col. 3 of Section 3.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Access to Information Act*

3.2 Enter the number of open complaints with the Information Commissioner of Canada that are outstanding from previous reporting periods.

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2022-2023	0
Received in 2021-2022	0
Received in 2020-2021	0
Received in 2020-2021	0
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	0

Section 4: Open Requests and Complaints Under the Privacy Act

4.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2023	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	0	0	0
Received in 2021-2022	0	0	0
Received in 2020-2021	0	0	0
Received in 2019-2020	0	0	0
Received in 2018-2019	0	0	0
Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	0	0	0

Row 11, Col. 3 of Section 4.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Privacy Act*

4.2 Enter the number of open complaints with the Privacy Commissioner of Canada that are outstanding from previous reporting periods.

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2022-2023	0
Received in 2021-2022	0
Received in 2020-2021	0
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	0

Section 5: Social Insurance Number

Has your institution begun a new collection or a new consistent use of the SIN in 2022-2023?	No
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Section 6: Universal Access under the Privacy Act

How many requests were received from confirmed foreign nationals outside of Canada in 2022-2023?	0
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Row 1, Col. 1 of Section 6 must be equal to or less than Row 1, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Privacy Act*

Canada