



Western Economic
Diversification Canada

Diversification de l'économie
de l'Ouest Canada



2019-2020

ANNUAL REPORT TO PARLIAMENT
Administration of the *Access to Information Act*

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INTRODUCTION

The *Access to Information Act* (Revised Statutes of Canada, Chapter A-1, 1985) came into force on July 1, 1983. It extends the present laws of Canada to provide access to information under the control of the Government of Canada.

Bill C-58, *An Act to amend the Access to Information Act and the Privacy Act* received royal assent on June 21, 2019, making important improvements to the openness and transparency of government. These are the most significant amendments to the act since it came into force in 1983.

WD is committed to both the spirit and intent of the *Access to Information Act*, which is based on the principles of open government, to ensure transparency and accountability.

The new legislation improves the way government information is provided to Canadians by:

- giving the Information Commissioner the power to make binding orders in relation to access to information requests, including the release of government records
- eliminating all fees apart from the \$5 application fee
- requiring institutions to proactively publish specific information known to be of interest to the public, without the need for a request
- allowing government institutions within the same ministerial portfolio to work together to process requests more efficiently¹

The *Access to Information Act* balances access to government information with exemptions and exclusions that protect important democratic values such as the need for the public service to provide full, free and frank advice to ministers, the protection of the confidentiality of Cabinet deliberations, the protection of personal information, and national security considerations. In accordance with the principles that government information should be available to the public, the right to access is balanced against the legitimate need to protect sensitive information and permit effective functioning of government. Necessary exceptions should be limited and specific.

This annual report is tabled in Parliament in accordance with section 94 of the *Access to Information Act* and describes how Western Economic Diversification Canada administered its responsibilities for the reporting period.

¹ Treasury Board Secretariat of Canada. *The Updated Access to Information Act*, July 9, 2019. <https://www.canada.ca/en/treasury-board-secretariat/services/access-information-privacy/access-information-act.html>.

ADMINISTRATION OF THE ACT

DEPARTMENTAL MANDATE

Western Economic Diversification Canada (WD) was established in 1987 to promote the development and diversification of the economy of Western Canada and to advance the interests of the West in national economic policy, program and project development and implementation. The Minister of Innovation, Science and Economic Development is responsible for this organization².

The Department operates under the provision of the *Western Economic Diversification Act*, which came into force on June 28, 1988. WD's mandate allows the department to deliver a wide range of initiatives across the West and make strategic investments to build on regional competitive advantages. Its western base enables the department to foster strong partnerships with business and community organizations, research and academic institutions, Indigenous peoples, and provincial and municipal governments. These connections help WD reflect western perspectives in national decision-making.

DEPARTMENTAL STRUCTURE

WD employs 385 individuals across Western Canada and in Ottawa, including economists, commerce officers and policy analysts. Specialists in such areas as communications, corporate administration, financial management, human resources, information management & information technology, and procurement provide the policy and programs analysts with support.

WD is headquartered in Edmonton, Alberta, and organized into four regional units (British Columbia, Alberta, Saskatchewan and Manitoba), with offices located in Vancouver, Edmonton, Calgary, Saskatoon, Winnipeg, and an office in Ottawa.

ACCESS TO INFORMATION AND PRIVACY (ATIP)

The Human Resources and Corporate Services unit (HRCS) is responsible for a broad range of services, including Access to Information and Privacy, administered by the unit's ATIP Centre of Expertise. HRCS is part of the Finance and Corporate Management Directorate located in Edmonton, Alberta.

The ATIP Coordinator, who is supported by the Deputy ATIP Coordinator and a Corporate Services Advisor, oversees WD's ATIP Centre of Expertise. The Coordinators fulfill their responsibilities in addition to numerous other functions within the department. The Corporate Services Advisor processes all access and privacy requests.

² On November 20, 2019, the Minister of Innovation, Science and Economic Development was sworn in as the Minister of Innovation, Science and Industry. On the same day, the Minister of Economic Development and Official Languages was sworn in and became responsible for Western Economic Diversification Canada. At the time of this report, the *Access to Information Act* and *Privacy Act* delegation order, signed June 10, 2016, was still in effect.

The ATIP Centre of Expertise is responsible for the implementation and management of the Access to Information and Privacy programs and services for WD. Specifically, the ATIP Centre of Expertise:

- makes decisions on the disposition of access and privacy requests, and responds to all requests submitted under the *Access to Information Act* and the *Privacy Act*;
- conducts consultations with other federal government departments, other levels of government and third parties with respect to access to information and privacy issues, if required;
- 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
- acts on behalf of the Department when dealing with the Treasury Board Secretariat, the Information Commissioner, the Privacy Commissioner, and other government departments and agencies.

Other access to information-related activities undertaken by the ATIP Centre of Expertise in 2019-2020, include:

ACTIVITY	*TOTAL
Preparing parliamentary responses	14
Review of parliamentary questions and responses	54
Reviewing lists of briefing materials prepared for proactive publishing	15
OTHER ACTIVITIES	
Update the ATIP intranet site	√
Preparing annual statistical reports and Annual Reports to Parliament	√
Preparing summaries of closed access to information requests	√
Participating in Information Management initiatives and providing ATIP guidance	√
Review and update ATIA business practices, procedures and policy development	√
Coordination of proactive publishing requirements	√
Leading the departmental ATIP modernization initiative	√

*questions/reviews/emails/reports etc.

The ATIP Centre of Expertise monitors the processing of all access requests. In addition, procedures are in place with Innovation, Science and Economic Development Canada's Information and Privacy Rights Administration unit to advise on the disclosure of potentially sensitive requests for information if appropriate.

DELEGATION OF AUTHORITY

The current delegation order was issued June 2016 in accordance with section 73 of the old *Access to Information Act*. The Minister of Innovation, Science and Economic Development delegated full powers, authorities and responsibilities to the Executive Director, Finance and Corporate Management (ATIP Coordinator) and Manager, Corporate Administration (Deputy ATIP Coordinator). The delegation also extends limited authority to the ATIP Officer (Annex B).

The ATIP Centre of Expertise is accountable for the development, coordination and implementation of policies, guidelines, systems and procedures to manage the department's compliance with the Acts. Compliance is also facilitated by an ATIP Liaison Officer, in each regional office and corporate business unit, who report to an Assistant Deputy Minister, Executive Director, or Director, to liaise with the ATIP Centre of Expertise concerning enquiries.

Each of these offices is responsible for searching and retrieving records responsive to access requests received under the *Access to Information Act* and *Privacy Act*. The ATIP Centre of Expertise, however, is legally responsible for implementing and managing the ATIP program and services for WD, including all decisions on the disclosure or non-disclosure of information pursuant to the legislation.

DEPARTMENTAL POLICIES, PROCEDURES AND BUSINESS PROCESSES

To improve the administration of the ATIP program within the department, and to ensure that Treasury Board Secretariat ATIP-related policies and directives are respected and implemented, the ATIP Centre of Expertise regularly reviews and updates its various internal guidelines, procedures and business practices.

Updates reflect new advice and guidance from TBS or as a result of issues raised by the Office of the Information Commissioner or other agents of Parliament. The department publishes summaries of its closed access to information requests on the [Open Information Portal](#).

TRAINING AND AWARENESS

No training/awareness activities were provided during the reporting period.

TRENDS AND STATISTICS

HIGHLIGHTS, CHALLENGES AND TRENDS

The following chart outlines the trends related to Western Economic Diversification Canada's access to information caseload over the past 5 years.

		2015-16	2016-17	2017-18	2018-19	2019-20
Access to Information Caseload Overview 5 Year Comparison	Access					
	Received	2	17	9	15	67
	Closed*	3	13	13	10	65
	Pages Processed	336	1730	2167	1058	2770
	Pages Disclosed	335	1682	1192	693	2668
	Access Informal					
	Received	7	9	26	7	6
	Closed*	7	9	26	7	6
	Pages Disclosed	579	2165	2057	775	702
	Access Consultations					
	Received	23	30	76	45	73
	Closed*	23	30	75	41	78
	Pages Processed	194	1411	800	804	1055
	Pages Disclosed	194	1411	743	714	732
	TOTALS – All Types of Requests					
	Received	32	56	111	67	146
	Closed*	33	52	114	58	149
	Pages Processed	530	3141	2967	1862	3825
Pages Disclosed	1108	5258	3992	2182	4102	

*includes cases which were carried over from previous fiscal year and closed during this reporting period

- The implementation of proactive disclosure requirements for briefing note titles has resulted in requests for the actual briefing notes listed in those proactive disclosures. This, in turn, accounts for a significant portion of the increase in access to information requests overall.
- The number of access to information requests received have increased by 347% over the previous reporting period and the number of pages processed increased by 162% over the same period.
- There has been a 62% increase in the number of access consultations received, over the previous reporting period.

The following overview provides an interpretation and analysis of the statistical details found in the department's 2019-2020 statistical report (Annex A – Statistical Report).

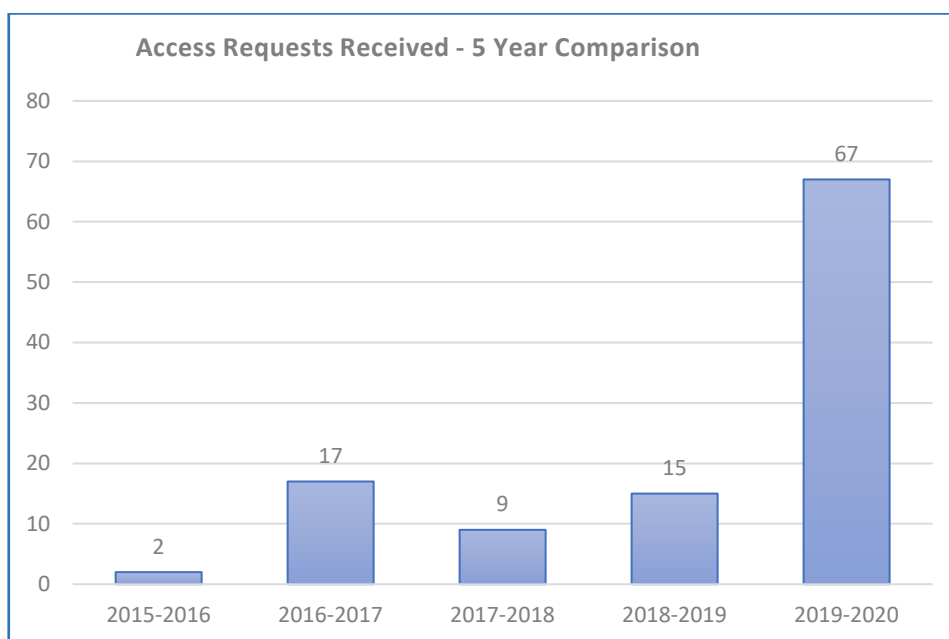
REQUESTS RECEIVED PURSUANT TO THE ACCESS TO INFORMATION ACT

A. FORMAL REQUESTS

The department received 67 requests for information pursuant to the *Access to Information Act* during the reporting period. This represents a 347% increase from fiscal year 2018-2019. There were an additional 5 requests carried forward from 2018-2019 as well.

65 requests were completed during the reporting period. Of these, 1 request was abandoned and no records existed for 3 others.

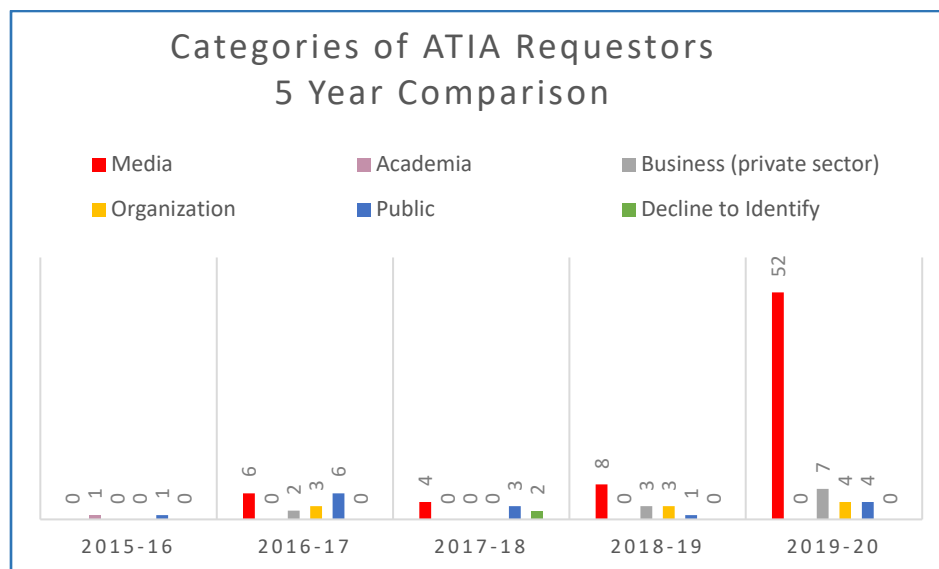
The accompanying chart shows the comparison of the number of formal requests received by the department over the past 5 years.



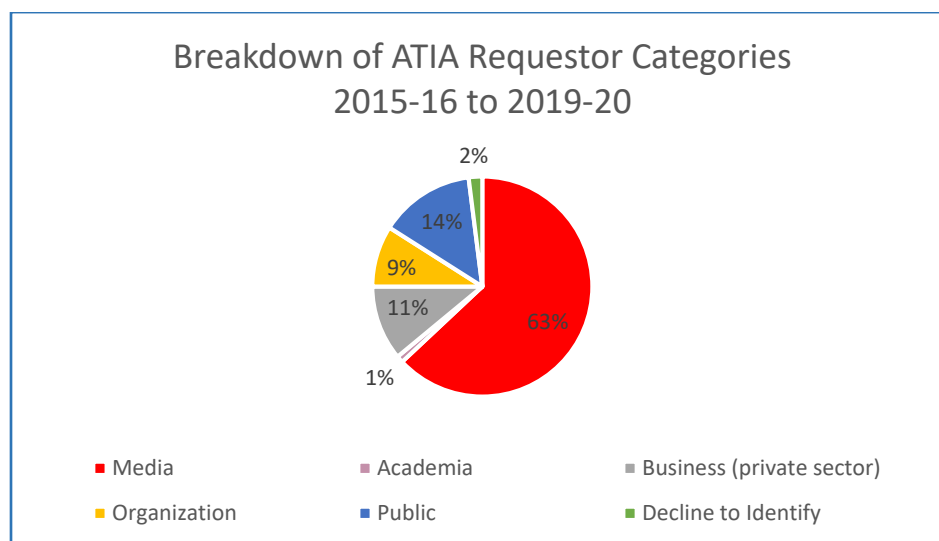
The categories of requestors for 2019-2020 are broken down as follows:

- 52 requests (78 percent) from the media
- 7 requests (10 percent) from business
- 4 requests (6 percent) from organizations
- 4 requests (6 percent) from the public

The accompanying chart shows a 5 year comparison of sources of access requests to WD.



The accompanying chart represents the overall percentage of requestors by category.

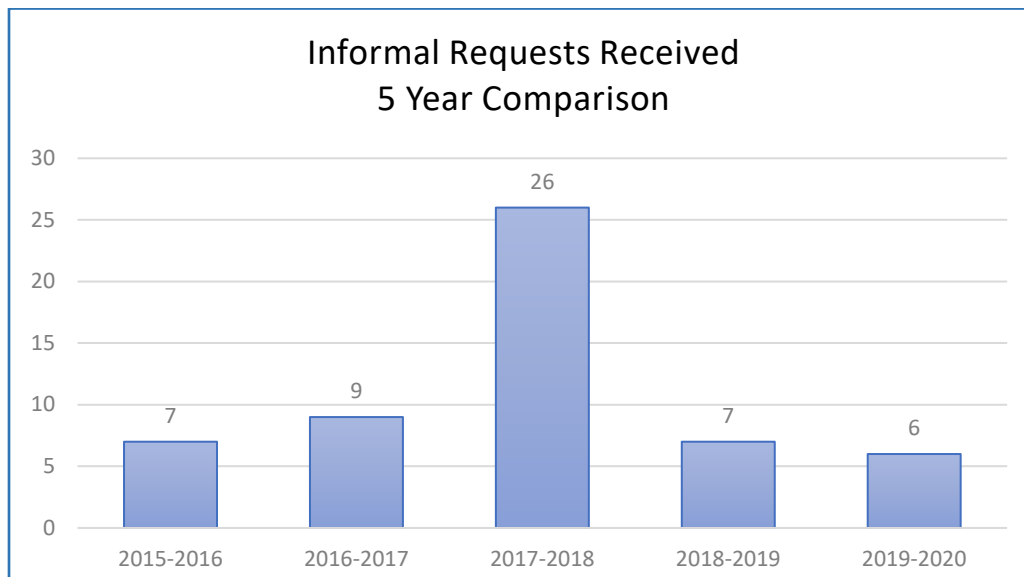


B. INFORMAL REQUESTS

WD processed 6 requests for copies of previously disclosed information. This represents a slight decrease of just 1 informal request from 2018-19.

No application fees or response timelines apply to these informal requests; however, WD responded to all but one of them in less than 30 days. The 1 outlier was responded to in 40 days.

The accompanying chart reflects a 5 year comparison in the number of informal request received.



DISPOSITION AND COMPLETION TIME OF REQUESTS

55% of requests completed by WD were done so in 30 days or less, including 1, which was abandoned, and 3 for which no records existed. Due to extensive consultations with third parties and other government departments on the remaining 45% of the requests, completion times extended beyond the original 30-day timeline.

The disposition and completion times of the requests completed in 2019-2020 are broken down as follows:

Disposition of Completed Requests	1-15 days	16-30 days	31-60 days	61-120 days	121-180 days	181-365 days	TOTAL
All disclosed	2	20	6	1	0	0	29
Disclosed in part	0	8	5	10	2	3	28
All exempted	1	0	1	0	0	0	2
All excluded	1	0	1	0	0	0	2
No records exist	1	2	0	0	0	0	3
Request abandoned	0	1	0	0	0	0	1
TOTAL	5	31	13	11	2	3	65

EXTENSIONS OF TIME LIMITS

Section 9 of the Act provides for the extension of the statutory time limits if the request is for a large volume of records or necessitates a search through a large volume of records and meeting the original time limit would unreasonably interfere with the operations of the department or, if consultations are necessary.

In 2019-2020, WD required:

- On 3 occasions, WD took 15-day extensions
 - 1 as per paragraph 9(1)(b)
 - 2 as per paragraph 9(1)(c)
- On 10 occasions, WD took 30-day extensions
 - 5 as per paragraph 9(1)(a)
 - 4 as per paragraph 9(1)(b)
 - 1 as per paragraphs 9(1)(b) and 9(1)(c)
- On 15 occasions, WD took 60-day extensions
 - 9 as per paragraphs 9(1)(a) and 9(1)(b)
 - 1 as per paragraphs 9(1)(b) and 9(1)(c)
 - 5 as per paragraphs 9(1)(a), 9(1)(b) and 9(1)(c)

In total, 28 extensions were taken. None were taken for a period beyond 60 days.

EXEMPTIONS AND EXCLUSIONS INVOKED

WD invoked exemptions in accordance with sections 13 through 23 of the Act as outlined in Annex A. Several exempting provisions can be applied to withhold information in response to one request; these are reported separately in the statistical report. However, the same exemption invoked more than once in the same request is captured only once in the statistical report.

While the statistics make evident that the department invoked a broad range of exemptions during this reporting period, the following were applied the most often:

- Section 14 applied in 12 access to information requests
- Subsection 19(1) applied in 16 access to information requests
- Paragraph 20(1)(b) applied in 13 access to information requests
- Paragraph 20(1)(c) applied in 11 access to information requests
- Paragraph 21(1)(a) applied in 15 access to information requests
- Paragraph 21(1)(b) applied in 16 access to information requests

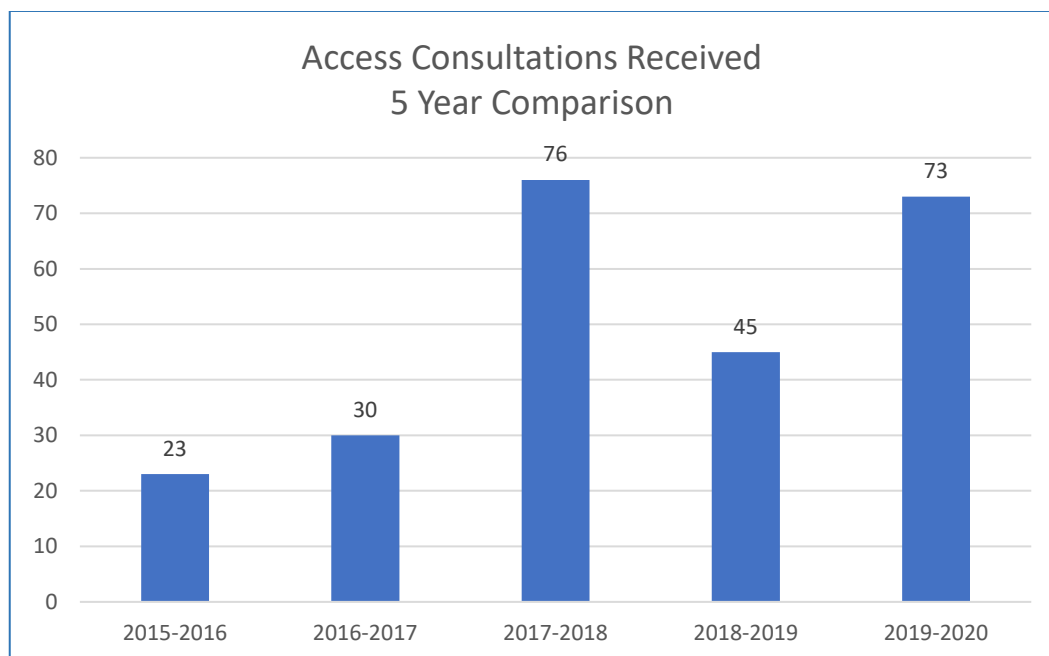
The Act does not apply to certain materials such as published material or material available for purchase by the public pursuant to Section 68 or confidences of the Queen's Privy Council pursuant to Section 69. WD invoked section 68 for 2 requests and section 69 for one 1 request during the period of this report.

OTHER GOVERNMENT DEPARTMENT CONSULTATIONS

In 2019-2020, WD received 73 consultations from other federal departments. This represents a 62% increase from 2018-2019. Five (5) consultations were carried over from the previous fiscal year. In total, 78 consultation requests were completed during the reporting period, and none were carried forward to 2020-2021.

- WD recommended full disclosure of information pertaining to our department on 56 of the 78 consultations processed. This represents 72% of the consultation requests.
- WD recommended partial disclosure of information pertaining to our department on 19 of the 78 consultations processed. This represents 24% of the consultation requests.
- WD declined to comment on 3 consultation requests received from other government departments. The records were analyzed by WD's ATIP Centre of Expertise and found to have no relevance to WD. This represents 4% of the consultation requests.
- In total, WD reviewed 1055 pages. This represents a 31% increase over 2018-2019.
- WD responded to 73 of the consultation requests (94%) within 30 days or less.

The accompanying chart shows the comparison of number of consultation requests received by WD over the past five years.



COMPLAINTS, AUDITS AND INVESTIGATIONS

WD carried forward one complaint from 2017-18.

There were no audits undertaken or concluded during the reporting period. Further, there were no appeals or applications submitted to the Federal Court.

FEES COLLECTED

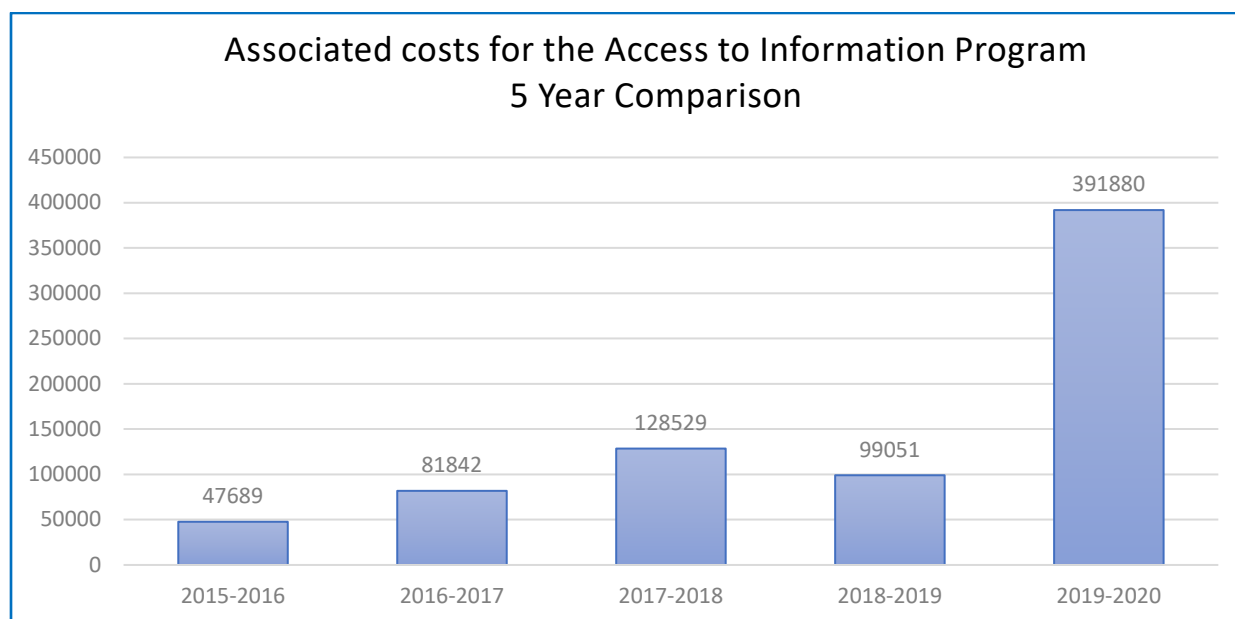
WD collected \$95 in Access to Information application fees during this reporting period. \$230 worth of fees were waived.

There has been a trend where media outlets will make a single request for multiple briefing notes and just submit a single \$5 fee. In those cases, WD creates a file for each briefing note requested, and treats them as separate requests. The fee is applied to the first briefing note on their list and the rest are waived.

OPERATIONAL COSTS ASSOCIATED WITH ADMINISTERING THE ACT

WD's costs for administering the *Access to Information Act* in the ATIP Centre of Expertise include a portion of the ATIP Coordinator's and Deputy ATIP Coordinator's salaries, and one hundred percent of the Corporate Service Advisor's salary. As well, the costs of the ATIP Liaisons from our regional offices, subject matter experts, ADM reviews and implementation of new processes to comply with Bill C-58. There has also been more costs this year associated with the modernization of WD's ATIP program, which required the efforts of WD's IT/IM personnel and procurement team.

A total of 3.3 FTEs were calculated as having been allocated to WD's Access to Information program. Other costs pertaining to goods and services, including the costs of an ATIP case management system licensing and maintenance, have been included in the total cost reported of \$391,880. This represents a 296% increase from fiscal year 2018-2019.



Annex A – Statistical Report

Statistical Report on the *Access to Information Act*

Name of institution: Western Economic Diversification Canada

Reporting period: 2019-04-01 to 2020-03-31

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

1.1 Number of requests

	Number of Requests
Received during reporting period	67
Outstanding from previous reporting period	5
Total	72
Closed during reporting period	65
Carried over to next reporting period	7

1.2 Sources of requests

Source	Number of Requests
Media	52
Academia	0
Business (private sector)	7
Organization	4
Public	4
Decline to Identify	0
Total	67

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	
4	1	1	0	0	0	0	6

Section 2: Decline to act on vexatious, made in bad faith or abuse of right 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
Carried over to next reporting period	0

Section 3: Requests Closed During the Reporting Period

3.1 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	2	20	6	1	0	0	0	29
Disclosed in part	0	8	5	10	2	3	0	28
All exempted	1	0	1	0	0	0	0	2
All excluded	1	0	1	0	0	0	0	2
No records exist	1	2	0	0	0	0	0	3
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	1	0	0	0	0	0	1
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Decline to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	5	31	13	11	2	3	0	65

3.2 Exemptions

Section	Number of Request	Section	Number of Request	Section	Number of Request	Section	Number of Requests
13(1)(a)	0	16(2)	0	18(a)	1	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	4	20.2	0
13(1)(c)	2	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	3	16(2)(c)	0	18(d)	6	21(1)(a)	15
13(1)(e)	2	16(3)	0	18.1(1)(a)	0	21(1)(b)	16
14	12	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	8
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	8
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	0	22	0
15(1)	3	16.1(1)(d)	0	19(1)	16	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	2
15(1) - Def.*	0	16.3	0	20(1)(b)	13	23.1	0
15(1) - S.A.*	0	16.31	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(a)	0	20(1)(c)	11	26	0
16(1)(a)(ii)	0	16.4(1)(b)	0	20(1)(d)	8		
16(1)(a)(iii)	0	16.5	0				
16(1)(b)	0	16.6	0				
16(1)(c)	0	17	0				
16(1)(d)	0						

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

3.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	2	69(1)	0	69(1)(g) re (a)	1
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)	2	69(1)(g) re (e)	0
68.2(b)	0	69(1)(e)	2	69(1)(g) re (f)	0
		69(1)(f)	0	69.1(1)	0

3.4 Format of information released

Paper	Electronic	Other
0	57	0

3.5 Complexity

3.5.1 Relevant pages processed and disclosed

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
2770	2668	62

3.5.2 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	29	178	0	0	0	0	0	0	0	0
Disclosed in part	19	842	9	1648	0	0	0	0	0	0
All exempted	2	0	0	0	0	0	0	0	0	0
All excluded	2	0	0	0	0	0	0	0	0	0
Request abandoned	1	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Total	53	1020	9	1648	0	0	0	0	0	0

3.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	1	0	0	0	1
Disclosed in part	15	0	3	0	18
All exempted	0	0	1	0	1
All excluded	2	0	0	0	2
Request abandoned	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0
Total	18	0	4	0	22

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

	Requests closed within legislated timelines
Number of requests closed within legislated timelines	53
Percentage of requests closed within legislated timelines (%)	81.5

3.7 Deemed refusals

3.7.1 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
12	9	3	0	0

3.7.2 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	1	3	4
16 to 30 days	0	1	1
31 to 60 days	0	3	3
61 to 120 days	1	1	2
121 to 180 days	1	1	2
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	3	9	12

3.8 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 4: Extensions

4.1 Reasons for extensions and disposition of requests

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	6	0	2	0
Disclosed in part	11	1	16	9
All exempted	0	0	1	0
All excluded	0	0	0	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
Total	17	1	19	9

4.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	5	0	6	2
31 to 60 days	12	1	13	7
61 to 120 days	0	0	0	0
121 to 180 days	0	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
Total	17	1	19	9

Section 5: Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Requests	Amount	Requests	Amount
Application	19	\$95	46	\$230
Other fees	0	\$0	0	\$0
Total	19	\$95	46	\$230

Section 6: Consultations Received From Other Institutions and Organizations

6.1 Consultations received from other Government of Canada institutions and

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during reporting period	73	1055	0	0
Outstanding from the previous reporting period	5	0	0	0
Total	78	1055	0	0
Closed during the reporting period	78	1055	0	0
Carried over to next reporting period	0	0	0	0

6.2 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	48	6	2	0	0	0	0	56
Disclose in part	11	5	3	0	0	0	0	19
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	60	13	5	0	0	0	0	78

6.3 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

Section 7: Completion Time of Consultations on Cabinet Confidences

7.1 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	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	4	2	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
365	0	0	0	0	0	0	0	0	0	0
Total	4	2	0	0	0	0	0	0	0	0

7.2 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
365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Section 8: Complaints and investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal representations	Section 37 Reports of finding received	Section 37 Reports of finding containing recommendations issued by the Information Commissioner	Section 37 Reports of finding containing orders issued by the Information Commissioner
0	0	0	0	0	0

Section 9: Court Action

9.1 Court actions on complaints received before June 21, 2019 and on-going

Section 41 (before June 21, 2019)	Section 42	Section 44
0	0	0

9.2 Court actions on complaints received after June 21, 2019

Section 41 (after June 21, 2019)				
Complainant (1)	Institution (2)	Third Party (3)	Privacy Commissioner (4)	Total
0	0	0	0	0

Section 10: Resources Related to the Access to Information Act

10.1 Costs

Expenditures		Amount
Salaries		\$384,043
Overtime		\$0
Goods and Services		\$7,837
• Professional services contracts	\$0	
• Other	\$0	
Total		\$391,880

10.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	2.00
Part-time and casual employees	0.00
Regional staff	1.30
Consultants and agency personnel	0.00
Students	0.00
Total	3.30

Annex B – Delegation Order



Western Economic
Diversification Canada

Diversification de l'économie
de l'Ouest Canada

ACCESS TO INFORMATION ACT AND PRIVACY ACT DELEGATION ORDER

ARRÊTÉ DE 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 Innovation, Science and Economic Development, pursuant to sections 73 of the *Access to Information Act* and *Privacy Act*, hereby designate the persons holding the positions set out in the schedules attached hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the Minister as the head of Western Economic Diversification Canada, under the provisions of the Acts and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

En vertu de l'article 73 de la *Loi sur l'accès à l'information* et de l'article 73 de la *Loi sur la protection des renseignements personnels*, le ministre de l'Innovation, des Sciences et du Développement économique, délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire lesdits postes, les attributions dont il est, en qualité de responsable de la Diversification de l'économie de l'Ouest canadien, investi par les dispositions de la Loi ou de son règlement mentionnées en regard de chaque poste. Le présent document remplace et annule tout arrêté 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>
Executive Director, Finance and Corporate Management / Directeur exécutif, Finances et Gestion ministérielle	Full authority / Autorité absolue	Full authority / Autorité absolue
Manager, Corporate Administration / Gestionnaire, Administration intégrée	Full authority / Autorité absolue	Full authority / Autorité absolue
ATIP Officer / Agente de l'AIPRP	Section / Disposition : 7(a); 8(1); 9; 27(1) and (4); 28(1)(b), (2), (4); 33; and/et 6(1) of Regulations / du règlements	Section / Disposition : 14(a)

Dated, at the City of Ottawa this 10 day of June, 2016

Signé à Ottawa, le 10 jour de juin 2016

THE HONOURABLE NAVDEEP BAINS
MINISTER OF INNOVATION, SCIENCE AND ECONOMIC DEVELOPMENT
L'HONORABLE NAVDEEP BAINS
MINISTRE DE L'INNOVATION, DES SCIENCES ET DU DÉVELOPPEMENT ÉCONOMIQUE