

2020-21

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



Veterans Review and
Appeal Board Canada

Tribunal des anciens combattants
(révision et appel) Canada

Canada

© Her Majesty the Queen in Right of Canada,

as represented by the Minister of Veterans Affairs and Associate Minister of National Defence, 2021

Catalogue No. V96-1E-PDF

ISSN 2369-0666 [Print]

ISSN 2369-0674 [Online]

This document is available on the Veterans Review and Appeal Board website at

<http://www.vrab-tacra.gc.ca>

This document is available in alternative formats upon request.

CONTENTS

Message from the Chair.....	1
The Veterans Review and Appeal Board	2
Introduction	3
Fulfilling its responsibilities under the <i>Access to Information Act</i>	4
Service Agreements under Section 96 of the <i>Access to Information Act</i>	5
Delegation Order	5
Highlights of the Statistical Report	5
Requests under the <i>Access to Information Act</i>	5
Requests closed during the Reporting Period.....	6
Disposition and Completion Time	6
Exemptions	7
Exclusions.....	7
Format of Information Released	8
Complexity.....	8
Deemed Refusals	8
Requests for Translation.....	8
Extensions	9
Consultations received from other Institutions and Organizations.....	9
Completion time of Consultations on Cabinet Confidences.....	9
Access to information fees for the purposes of the Service Fees Act	9
Training and Awareness.....	10
Policies, Guidelines, Procedures and Initiatives	10
Complaints, Audits and Investigations	10
Monitoring Compliance	10
Annex 1 – Delegation Order	11
Annex 2 – Statistical Report on the <i>Access to Information Act</i>	12

MESSAGE FROM THE CHAIR



On behalf of the Veterans Review and Appeal Board, I am pleased to present the 2020-21 annual report to Parliament on the administration of the *Access to Information Act*.

This legislation gives Canadian citizens the right to access information in records held by the Government of Canada. It exists to protect the rights of individuals and to promote accountability and dialogue between citizens and their government.

In 2020-21, the Board's Access to Information and Privacy (ATIP) Unit experienced an increase in Formal access requests and a decrease in privacy requests. Formal access requests increased to 12 from eight in 2019-20, and formal privacy requests decreased to 21 from 50 in 2019-20.

The Board has fully adapted to working and operating remotely during the COVID-19 pandemic. During the past fiscal year, we had full capacity to receive and respond to access to information and personal information requests while meeting legislated time lines.

The Board's ATIP Unit continued its ongoing commitment to transparency, openness and accessibility. One example of this commitment is the Board's work to post summaries of completed Access to Information requests to open.canada.ca. Internal training and awareness activities ensured that staff kept the importance of protecting privacy at the forefront of everything they did.

In 2020-21, the Board continued to provide applicants with an independent avenue of appeal for their disability benefits decisions. In fulfilling this mandate, we are committed to protecting individual rights and developing our capacity in matters of access to information and privacy.

Sincerely,

A handwritten signature in black ink that reads "Christopher McNeil". The signature is written in a cursive, flowing style.

Christopher J. McNeil
Chairperson

THE VETERANS REVIEW AND APPEAL BOARD

OUR OBJECTIVE

The Veterans Review and Appeal Board (the VRAB, the Board) is an independent, administrative tribunal created in 1995. The Board provides an appeal program for service-related disability decisions made by Veterans Affairs Canada (VAC, the Department). This program gives applicants two levels of redress for disability benefits decisions and Critical Injury Benefit decisions. The Board also hears final appeals on War Veterans Allowance applications.

The Board's objective is to ensure that Canada's Veterans, Canadian Armed Forces members, Royal Canadian Mounted Police applicants, qualified civilians and their families receive the disability benefits to which they are entitled.

HOW WE WORK

The Board operates at arm's - length from the Department to ensure a fair appeal process for applicants. Our work is governed by the *Veterans Review and Appeal Board Act* and delivered by up to 25 Members appointed by the Governor in Council and approximately 70 staff in 2020-2021. Our daily work involves conducting hearings in locations across Canada and issuing written decisions for applicants.

OUR HEARING PROGRAM

The Board provides applicants with two levels of redress: a review hearing and a subsequent appeal hearing if they remain dissatisfied. Our hearings are non-adversarial, which means no one argues against the Veteran. Applicants have access to free case preparation and representation at their hearing by the Bureau of Pensions Advocates (a unique organization of lawyers within VAC). Service Officers from the Royal Canadian Legion also provide free representation. Applicants can also hire a private representative at their own cost or represent themselves before the Board.

The review hearing is the first and only opportunity in the disability adjudication process for applicants to appear before the decision makers and tell their story (provide testimony). We hold review hearings in locations across Canada, where applicants give oral testimony, bring forward witnesses and new information, and present arguments in support of their case. If applicants are not satisfied with their review decision they can request an appeal hearing. The hearing is a further opportunity for applicants, through their representative, to submit new information and arguments. Appeal hearings are usually held at the Board's Head Office in Charlottetown, Prince Edward Island. Due to Covid-19 protocols, hearings are held via video and teleconference.

OUR COMMITMENT

The Board is committed to upholding the principles of the *Access to Information Act* while providing applicants with a fair and timely appeal process for disability benefits decisions.

INTRODUCTION

The *Access to Information Act* gives Canadian citizens and individuals present in Canada a broad right of access to information contained in government records under control of the institution, subject to certain specific and limited exceptions. It maintains that government information should be available to the public and should complement and not replace existing procedures for access to government information.

Section 94 of the *Access to Information Act* requires that the head of every government institution prepare an Annual Report on the administration of the *Act* for submission to Parliament during each fiscal year.

MANDATE

The Veterans Review and Appeal Board has full and exclusive jurisdiction to hear, determine and deal with all applications for review and appeal that may be made to the Board under the *Pension Act*, the *Veterans Well-being Act - Part 3*, the *War Veterans Allowance Act* and other Acts of Parliament. All matters related to appeals under this legislation are authorized under the *Veterans Review and Appeal Board Act*.

This Board also adjudicates duty-related pension applications under the authority of the *Royal Canadian Mounted Police Pension Continuation Act* and the *Royal Canadian Mounted Police Superannuation Act*.

FULFILLING ITS RESPONSIBILITIES UNDER THE *ACCESS TO INFORMATION ACT*

The Access to Information and Privacy (ATIP) unit is under the Director, Strategic and Corporate Services, who acts on behalf of the Chairperson of the Board to oversee the administration of the *Access to Information Act*.

The Board's ATIP unit positions include a Deputy Coordinator, a Coordinator, and Senior ATIP Officer.

The Board has full responsibility for the administration of the *Access to Information Act*.

Duties of the ATIP unit include:

- Process requests for information submitted under the *Access to Information Act* in accordance with the legislation, regulations and Treasury Board of Canada Secretariat (TBS) policies, guidelines and directives;
- Provide the VRAB managers and staff with advice and guidance regarding the interpretation and application of the *Access to Information Act* and related TBS policies, guidelines and directives;
- Develop policies, procedures and guidelines for the administration of the *Act* and related TBS policies, guidelines and directives;
- Coordinate the resolution of any complaints against the VRAB made to the Information Commissioner under the *Access to Information Act*;
- Respond to consultations from other government institutions on access to information requests.
- Promote awareness to ensure employees understand their roles and responsibilities and the Board fulfills its obligations under the *Act*;
- Respond to Parliamentary written questions on access to information;
- Support the VRAB's commitment to openness and transparency through proactive disclosures, informal releases of information and publishing the summaries of completed access to information requests to the Open Government portal;
- Review contracts with third parties using TBS guidance documents;
- Update the VRAB's Information about Programs and Information Holdings (formerly known as Info Source) chapter on the VRAB website in accordance with the TBS directive; and
- Prepare the Annual report to Parliament and the Annual Statistical Report on the Administration of the *Access to Information Act*.

SERVICE AGREEMENTS UNDER SECTION 96 OF THE ACCESS TO INFORMATION ACT

The Veterans Review and Appeal Board had no service agreements under Section 96 of the *Access to Information Act* in 2020-21.

DELEGATION ORDER

In September 2020, the Chair of the Veterans Review and Appeal Board delegated his authority for the purposes of the Act. A copy of the signed delegation instrument that took effect on first September 2020 is included as [Annex 1](#).

HIGHLIGHTS OF THE STATISTICAL REPORT

The Statistical Report supports oversight, accountability and transparency by providing data on the performance of the Government of Canada's access to information and privacy programs.

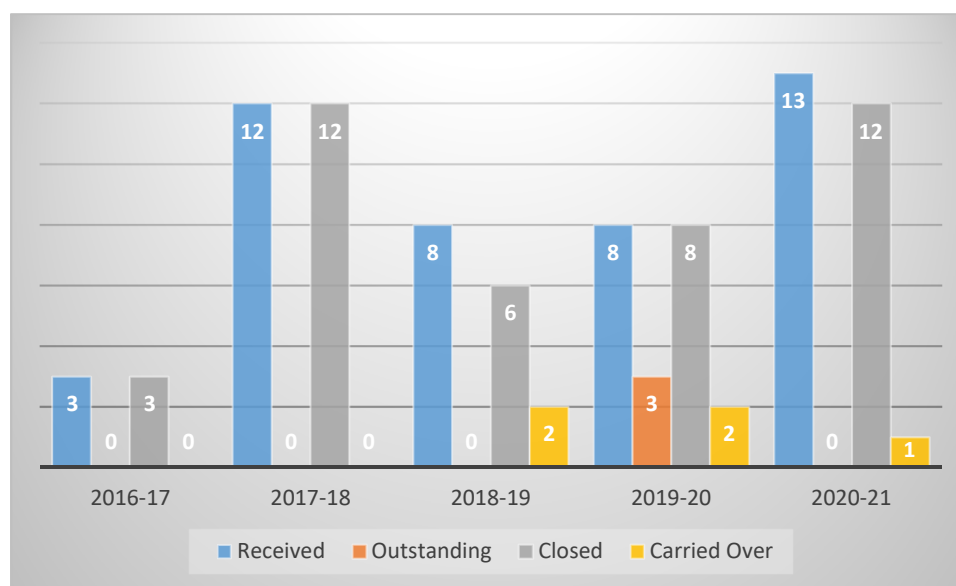
The following summary provides an overview of the Statistical Report ([Annex 2](#)) on the administration of the Access to Information Act for the reporting period of April 1, 2020 and March 31, 2021.

The Veterans Review and Appeal Board had no late cases; nor did the Board require extensions due to COVID-19. There was no impact on this institution's ability to fulfill our Access to Information Act responsibilities. No mitigation measures were implemented.

REQUESTS UNDER THE ACCESS TO INFORMATION ACT

During the reporting period, the VRAB received 13 requests under the *Access to Information Act*. There were no requests that carried over from 2019-20. The Board closed 12 requests. This represents an increase of five requests completed (+75%) compared to last year's total of 7 requests.

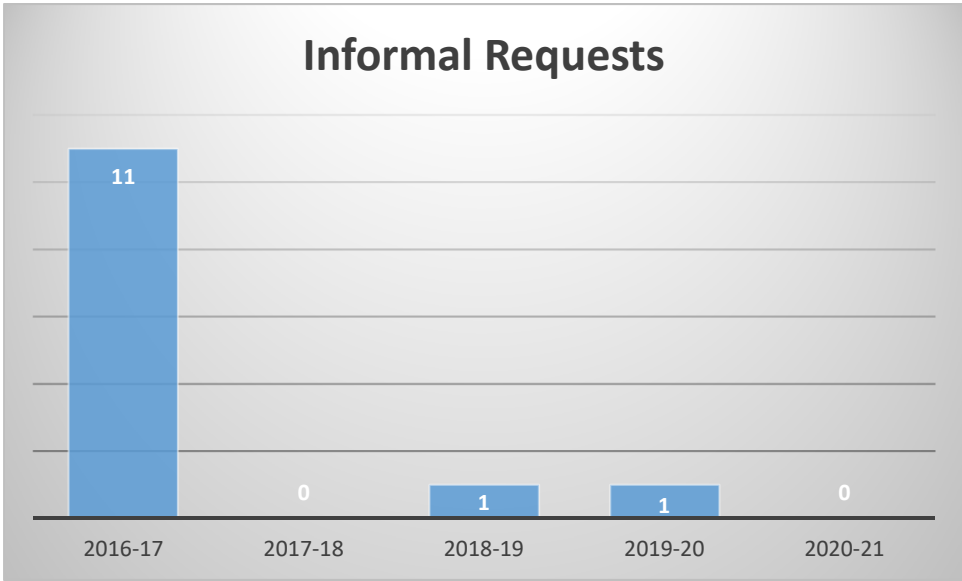
Table 1 - Overview of ATI requests for last five years



Of the 13 requests received, all were from the public sector.

During the reporting period, the VRAB processed no informal request for information. The decline of informal requests over the last three years may be attributed to the number of formal requests posted to open government.

Table 2 - Overview of Informal ATI requests for last four years

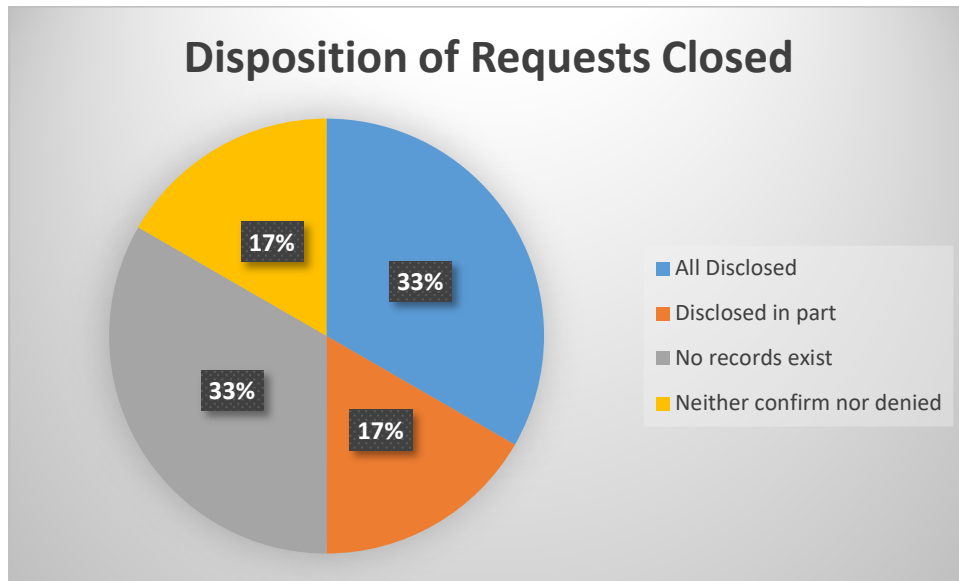


REQUESTS CLOSED DURING THE REPORTING PERIOD

DISPOSITION AND COMPLETION TIME

The following table illustrates the disposition of the twelve requests that were completed in 2020-21 with information disclosed in accordance with the provisions of the legislation.

Table 3 - Disposition of Requests Closed



Six of the requests were completed in under 15 days. Four of the requests were completed in 16 to 30 days. Two request for which we invoked an extension were completed between 61 and 120 days.

EXEMPTIONS

An exemption is a provision under the *Access to Information Act* that authorizes the head of the institution or delegate to refuse to disclose records in response to an access request. Exemptions should always be limited and specific.

The following table identifies the number of requests to which specific types of exemptions were applied:

Exemptions cited	2018-19	2019-20	2020-21
Subsection 19(1) personal information	1	5	1
Paragraph 21(1)(a) operations of government—advice	1	1	0
Paragraph 21(1)(b) operations of government – consultations or deliberations	1	0	0
Section 22 testing procedures, tests & audits	0	0	0

EXCLUSIONS

Pursuant to sections 68 and 69 of the *Access to Information Act*, the *Act* does not apply to:

- published material,
- material available for purchase by the public,
- material placed in the Library and Archives of Canada or
- confidences of the Queen’s Privy Council.

During the reporting period, the VRAB did not invoke Section 68 or 69.

FORMAT OF INFORMATION RELEASED

For requests where information is disclosed, the requester has the right to ask for the information in the format of choice. All of the requests but one were provided electronically. One request, which was disclosed in part, was provided on paper.

COMPLEXITY

During the reporting period, the ATIP unit processed 1,823 pages and disclosed a total of 1,822 pages. This represents an increase of 394 pages processed compared to last year’s total of 1,429 pages processed. This increase can be attributed to the type of requested information.

The following table provides an overview of relevant pages processed and disclosed over the last four years:

Fiscal year	Number of pages processed	Number of pages disclosed	Number of requests
2017-18	19,153	19,138	11
2018-19	469	469	4
2019-20	1,429	1,424	7
2020-21	1,823	1,822	8

The other complexities associated with the treatment of requests consisted of reviewing a hearing recording for one request and legal advice sought in one request.

DEEMED REFUSALS

Deemed refusal is when a government institution fails to give access to a record requested under the *Act* within the time limits set out in the *Act*. During the reporting period, the VRAB met all statutory deadlines on requests.

REQUESTS FOR TRANSLATION

In 2020-21, the VRAB did not receive any requests for translation. This is consistent with the previous fiscal year, where no requests requiring translation were received.

EXTENSIONS

Section 9 of the *Access to Information Act* allows institutions to extend the original 30 day statutory time limit if:

- the request is for a large number of records and meeting the original time limit would unreasonably interfere with the Board's operations,
- consultations are necessary, or
- third-party notification

The VRAB invoked 2 extensions in 2020-21 with the reason of 9(1)(a) Interference With Operations due to the volume of pages retrieved for the requests.

CONSULTATIONS RECEIVED FROM OTHER INSTITUTIONS AND ORGANIZATIONS

In 2020-21, the VRAB received one consultation from another Government of Canada Institution. There is little change from the previous two years of reporting.

- 2019-20: 1
- 2018-19: 0

This variance in consultations may be attributed to the increase in Notification of Release or Courtesy Notices being issued by institutions.

COMPLETION TIME OF CONSULTATIONS ON CABINET CONFIDENCES

In 2020-21, the VRAB had no consultations on Cabinet Confidences, therefore, there were no requests with legal services or the Privy Council Office for review and recommendation on the application of Section 69 of the *Access to Information Act*.

ACCESS TO INFORMATION FEES FOR THE PURPOSES OF THE SERVICE FEES ACT

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: *Access to Information Act*
- Fee amount: \$5.00
- Total revenue: \$55.00
- Fees waived: \$5.00

In accordance with the [Interim Directive on the Administration of the Access to Information Act](#), issued on May 5, 2016, the Veterans Review and Appeal Board waives all fees prescribed by the Act and Regulations, other than the \$5 application fee set out in paragraph 7(1)(a) of the Regulations.

- Cost of operating the program: \$33,346

- Staff salaries accounted for \$31,788, and other administrative costs (representing good and services) amounted to \$1,558. The VRAB dedicated 0.418 person years to ATI activities.

TRAINING AND AWARENESS

In 2020-2021, the VRAB ATIP unit held 2 ATIP training session for 27 new employees and Board Members. Since its inaugural year in 2013-14, ATIP training has become a key orientation component for all new employees, whether they are indeterminate, term or casual. The training session deals with the appropriate use and protection of personal information, steps to take if a privacy breach occurs, duty to assist, Need to Know principle and employee obligations under the *Access to Information Act* and the *Privacy Act*. The Senior ATIP Analyst conducts this training.

POLICIES, GUIDELINES, PROCEDURES AND INITIATIVES

In support of the Government of Canada's ongoing commitment to transparency, openness and accessibility, the Board continued to post summaries of completed ATI requests to open.canada.ca

COMPLAINTS, AUDITS AND INVESTIGATIONS

During the reporting period, the VRAB did not receive any complaints nor did the Board take part in any investigations with the Information Commissioner's office.

MONITORING COMPLIANCE

The VRAB ATIP unit monitors all requests for information in Access Pro Case Management. This software allows for the inputting and tracking of requests. The Senior ATIP Officer monitors all requests received in the ATIP unit and provides the Coordinator with a weekly status/progress report.

Delegation Order – Access to Information Act and Privacy Act

The Chairperson, Veterans Review and Appeal Board, pursuant to Section 73 of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby designates 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, duties and functions of the Chairperson as the head of the Veterans Review and Appeal Board, 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
Director General	Full authority	Full authority
ATIP Coordinator	Full authority	Full authority
ATIP Deputy Coordinator	Full authority	Full authority
Senior ATIP Officer	Sections of the Act: 4(2.1), 7(a), 7(b), 8(1), 9, 11(2)(3)(4)(5)(6), 12(2)(b), 12(3)(b), 13, 16, 17, 19, 20, 21, 22, 22.1, 23, 24, 25, 26. Sections of the Regulations: 6(1), 7(2), 7(3)	Sections of the Act: 14(a), 14(b), 15, 17(2)(b), 17(3)(b), 18(2), 19, 22, 23, 24, 25, 26, 27, 28. Sections of the Regulations: 9, 11(2), 11(4)

Dated, at the City of Charlottetown, this first day of September, 2020.



Christopher J. McNeil

Chairperson, Veterans Review and Appeal Board



Statistical Report on the Access to Information Act

Name of institution: Veterans Review and Appeal BoardReporting period: 2020-04-01 to 2021-03-31

Section 1: Requests Under the Access to Information Act

1.1 Number of requests

	Number of Requests
Received during reporting period	13
Outstanding from previous reporting period	0
Total	13
Closed during reporting period	12
Carried over to next reporting period	1

1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	0
Business (private sector)	0
Organization	0
Public	13
Decline to Identify	0
Total	13

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	
0	0	0	0	0	0	0	0

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

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	1	3	0	0	0	0	0	4
Disclosed in part	0	0	0	2	0	0	0	2
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	3	1	0	0	0	0	0	4
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	2	0	0	0	0	0	0	2
Decline to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	6	4	0	2	0	0	0	12

3.2 Exemptions

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

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

3.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	0	69(1)	0	69(1)(g) 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

3.4 Format of information released

Paper	Electronic	Other
0	6	0

3.5 Complexity

3.5.1 Relevant pages processed and disclosed

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
1823	1822	8

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	4	5	0	0	0	0	0	0	0	0
Disclosed in part	0	0	0	0	1	233	1	1584	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	2	0	0	0	0	0	0	0	0	0
Declined to act with approval of Information Commissioner	0	0	0	0	0	0	0	0	0	0
Total	6	5	0	0	1	233	1	1584	0	0

3.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	0	0	0	0	0
Disclosed in part	0	0	0	2	2
All exempted	0	0	0	0	0
All excluded	0	0	0	0	0
Request abandoned	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0
Declined to act with approval of Information Commissioner	0	0	0	0	0
Total	0	0	0	2	2

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	12
Percentage of requests closed within legislated timelines (%)	100

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
0	0	0	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	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
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	0	0
Total	0	0	0

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	0	0	0	0
Disclosed in part	2	0	0	0

All exempted	0	0	0	0
All excluded	0	0	0	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
Total	2	0	0	0

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	0	0	0	0
31 to 60 days	0	0	0	0
61 to 120 days	2	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	2	0	0	0

Section 5: Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of Requests	Amount	Number of Requests	Amount
Application	11	\$55	1	\$5
Other fees	0	\$0	0	\$0
Total	11	\$55	1	\$5

Section 6: Consultations Received From Other Institutions and Organizations

6.1 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	1	2	0	0

Outstanding from the previous reporting period	0	0	0	0
Total	1	2	0	0
Closed during the reporting period	1	0	0	0
Carried over to next reporting period	0	2	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	0	0	1	0	0	0	0	1
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	<u>0</u>	0	<u>1</u>	0	0	0	0	1

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 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

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
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 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		\$31,788
Overtime		\$0
Goods and Services		\$1,558
• Professional services contracts	\$0	
• Other	\$1,558	
Total		\$33,346

10.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.418
Part-time and casual employees	0.00
Regional staff	0.00
Consultants and agency personnel	0.00
Students	0.00
Total	0.418

Note: Enter values to two decimal places.

This publication can be made available upon request. For further information or to obtain additional copies please contact:

VRAB ATIP Coordinator's Unit
PO Box 9900
Charlottetown, Prince Edward Island
C1A 8V7

vrab.atip-aiprp.tacra@canada.ca

Visit our Web site at: www.vrab-tacra.gc.ca

In Canada and the United States

Call us toll-free at

1-800-450-8006 (English)

1-877-368-0859 (French)

From all other locations

Call us collect at

0-902-566-8751 (English)

0-902-566-8835 (French)