



Agence spatiale  
canadienne

Canadian Space  
Agency



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ANNUAL REPORT  
TO PARLIAMENT  
ON THE ADMINISTRATION  
OF THE

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ACCESS TO  
INFORMATION ACT

2013-2014

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## **INTRODUCTION**

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The *Access to Information Act* became law on July 1, 1983.

The *Access to Information Act* gives Canadian citizens, permanent residents and any person present in Canada, the right of access to information contained in government records, subject to certain specific and limited exceptions.

Section 72 of the *Access to Information Act* requires that the head of every government institution prepares for submission to Parliament, an annual report on the administration of the Act within the institution during each financial year.

This report is intended to describe how the Canadian Space Agency (CSA) administered its responsibilities during the period covered by the report in relation to the Act.

**GENERAL INFORMATION**

**PART I**

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## A. GENERAL INFORMATION – PART I

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### 1) CANADIAN SPACE AGENCY

To better understand the context in which the *Access to Information Act* is implemented, the following presents background information about the Canadian Space Agency.

The Canadian Space Agency reports to the Minister of Industry.

The mandate of the Canadian Space Agency is to promote the peaceful use and development of space, to advance the knowledge of space through science and to ensure that space science and technology provide social and economic benefits for Canadians.

The mission of the Canadian Space Agency is as follows:

"The Canadian Space Agency is committed to leading the development and application of space knowledge for the benefit of Canadians and humanity".

To achieve this, the Agency promotes an environment where all levels of the organization:

- pursue excellence collectively;
- advocate a client-oriented attitude;
- support employee-oriented practices and open communications;
- commit itself to both empowerment and accountability;
- pledge to cooperate and to work with partners to our mutual benefit.

The Agency brings together most of the existing space programs of the federal government. It coordinates all elements of Canada's Space Program and manages major space-related activities in Canada. The Canadian Space Agency has the expertise to lead knowledge in Canadian specialty fields, and to sponsor, support and encourage the best Canadian companies to make the next steps in space development.

More information on the Agency's activities can be found at <http://www.asc-csa.gc.ca>

## 2) ORGANIZATION FOR THE IMPLEMENTATION OF ACCESS TO INFORMATION ACTIVITIES

The head of our institution pursuant to the *Access to Information Act* is the Minister of Industry. The Minister has delegated certain powers, duties and functions pursuant to the Act to the Vice President and to some officers and employees of the Canadian Space Agency.

Operational responsibility for the implementation of the Act at the Canadian Space Agency has been delegated to the Access to Information and Privacy (ATIP) Coordinator who reports to the Vice President.

The Coordinator manages the Access to Information and Privacy Office. The Coordinator has a close working relationship with Executive Committee members concerning the application of, and compliance with, the Act.

When an Access to Information request is received, the Coordinator consults the appropriate managers and, as required, the Legal Services Directorate, the Treasury Board Information Practices Group or other institutions. When the Coordinator identifies a record as one that should be exempted under the Act, a recommendation to that effect is made to the Vice President.

When a record is identified as exclusion under the *Access to Information Act*, the Coordinator consults with the Legal Services Directorate to confirm that it is an excluded record.

Formal requests made under the Act are carefully documented for reporting purposes and future reference.

The Library at Headquarters in Longueuil makes available to the public the current version of Info Source, as well as departmental publications and manuals as requested under Section 71 of the *Access to Information Act*. The current version of Info Source can also be found at: <http://www.asc-csa.gc.ca/eng/transparency/default.asp>

**REPORT ON THE**  
***ACCESS TO INFORMATION ACT***  
**PART II**

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**B. REPORT – ACCESS TO INFORMATION ACT - PART II**

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**1) HIGHLIGHTS**

- During this report year, the Canadian Space Agency has received thirty-eight requests under the *Access to Information Act*. There were six outstanding requests from the previous period. Six requests were carried forward to be processed in the next reporting period. There were thirty-eight requests processed during the reporting period.
- Out of the forty-four requests received, twenty-seven originated from the media, ten were from the public, four originated from academia and three were from businesses.
- Records were all disclosed for nine of the requests received and completed during this period.
- Records were disclosed in part in eighteen of the requests received and completed during this period, no request was all exempted and one was all excluded.
- There was one request that we were unable to process because no identifiable record existed.
- Two requests were abandoned by the requesters.
- Seven requests were treated informally.
- Extensions were claimed in nine cases for consultation with other departments, in two cases for interference with operations and in six cases to consult third parties.
- Consultations from other Government Institutions amounted to thirty-two and one was received from another organizations.
- No complaint was lodged during the 2013-2014 reporting year and there is no outstanding complaint.
- During this period, the ATIP Coordinator has organized and delivered twenty sessions on handling sensitive documents at the CSA and on the processing of access requests.
- A copy of the Delegation Order is attached at the end of this document.



**2) STATISTICS REPORT**

The statistics report from the period April 1, 2013 to March 31, 2014 is included at the end of this chapter.

**3) INTERPRETATION /EXPLANATION OF THE STATISTICS**

**a. Requests received**

Thirty-eight new requests have been received during 2013-2014 and there were six requests that were outstanding from the previous period. Thirty-eight were processed and six have been carried forward to be processed in the next reporting period.

**b. Sources of requests received**

These are broken down as per their source as follows:

	<b>Number</b>	<b>Percentage</b>
Media	25	66 %
Business	3	8 %
Academia	4	10 %
Public	6	16 %
	<hr/> 38	<hr/> 100 %

**4) DISPOSITION OF REQUESTS**

**a. Transfers**

Since no other federal institutions were considered to be affected by any requests during this period, none were transferred.

**b. Abandoned**

There were four requests abandoned by the applicants.

**c. Unable to proceed**

We were unable to process one request because no identifiable record existed.

**d. Completion time**

The completion time can be summarized as follows:

	<b>Number</b>	<b>Percentage</b>
30 days or under	21	55 %
31 to 60 days	11	29 %
61 to 120 days	4	11 %
121 to 365 days	1	2.5 %
More than 365 days	1	2.5 %
	<hr/> 38	<hr/> 100 %

Monitoring of the time required to process access to information requests is done by the ATIP Coordinator on a case by case basis and advises the Manager, Information Management when required.

**e. Extensions**

Extensions were requested in nine cases for consultation with other departments, in six cases for third parties notices and in two cases for interference with operations.

**f. Release and method of access**

Access was given by providing paper copies to requesters in seventeen cases and in ten cases in electronic format. For the requests that were all disclosed (9), disclosed in part (18), all excluded (1) and abandoned (2), 11,808 pages were processed and 11,276 were entirely or partially disclosed.

**5) FEE WAIVERS**

The ATIP Coordinator determines, on a case-by-case basis the fee to be charged for an extensive or complex request.

During the period covered by this report, there was no occasion for the ATIP Office to recommend that the Vice President waive the requirement to pay the application fees.

**6) INFORMAL REQUESTS**

During the reporting period, seven requests were treated informally.

The ATIP Office considers informal any requests that are for material already released in response to previous access to information requests, as well as documents that are already available to the public.

**7) CONSULTATIONS FROM OTHER FEDERAL INSTITUTIONS**

Thirty-two consultation requests from other federal institutions and one request from another organization were received under the *Access to Information Act* during this reporting period. These requests are always given priority within the time constraints that apply to each of them. Thirty-one of these requests were treated in less than 15 days.

**8) EXCEPTIONS AND EXCLUSIONS**

During the period covered by this report, two records prepared in response to a request were subject to Section 69 of the Act.

**9) COSTS**

The cost of administering the *Access to Information Act* is estimated at \$98,147 for the reporting period. This cost represents a portion of the salary of the ATIP Coordinator and management overhead. It also includes a small amount to cover office supplies. This estimate covers the direct processing of requests and related correspondence with different levels of government and industry.

It does not include the time of the Executive Committee members, directors and managers or legal counsel consulted about requests. Some requests require consultation with various officers to decide how the requested information can be extracted, and with the applicant to determine exactly what information is requested. It does not include the cost of time spent in searching for records.

**10) COMPLAINTS / INVESTIGATIONS**

No complaint was received or outstanding for the period covered by this report.

**11) AWARENESS SESSIONS**

In addition to the management of Access requests, the ATIP Coordinator provides advice and guidance to CSA employees on compliance with the legislation. This is done by means of weekly information sessions on access to information request processing and on the handling of sensitive documents at CSA. The employees attend these sessions as needed. Twenty formal sessions took place and twenty-two employees attended. ATIP policies and procedures are also included as part of a compulsory Information Management training to all CSA employees.

**12) POLICIES AND PROCEDURES**

The CSA policies and procedures for *the Access to Information Act*, including Section 67.1, are accessible on the Agency's Intranet. There was no update to these documents this year.

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**STATISTICS REPORT**

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***ACCESS TO INFORMATION ACT***

**APRIL 1, 2013 TO MARCH 31, 2014**



## Statistical Report on the *Access to Information Act*

Name of institution: Canadian Space Agency

Reporting period: 2013-04-01 to 2014-03-31

### PART 1 – Requests under the *Access to Information Act*

#### 1.1 Number of Requests

	Number of Requests
Received during reporting period	38
Outstanding from previous reporting period	6
<b>Total</b>	<b>44</b>
Closed during reporting period	38
Carried over to next reporting period	6

#### 1.2 Sources of requests

Source	Number of Requests
Media	25
Academia	4
Business (Private Sector)	3
Organization	0
Public	6
<b>Total</b>	<b>38</b>

### PART 2 – Requests closed during the reporting period

#### 2.1 Disposition and completion time

Disposition of requests	Completion Time							Total
	1 to 15 days	16 to 30 days	31 to 60 days	61 to 120 days	121 to 180 days	181 to 365 days	More than 365 days	
All disclosed	4	2	3	0	0	0	0	9
Disclosed in part	2	4	7	3	1	0	1	18
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	1	0	0	0	1
No records exist	0	0	1	0	0	0	0	1
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	2	0	0	0	0	0	2
Treated informally	7	0	0	0	0	0	0	7
<b>Total</b>	<b>13</b>	<b>8</b>	<b>11</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>38</b>

## 2.2 Exemptions

Section	Number of requests	Section	Number of requests	Section	Number of requests	Section	Number of requests
13(1)(a)	2	16(2)(a)	0	18(a)	1	20.1	0
13(1)(b)	2	16(2)(b)	0	18(b)	1	20.2	0
13(1)(c)	0	16(2)(c)	3	18(c)	0	20.4	0
13(1)(d)	0	16(3)	0	18(d)	1	21(1)(a)	9
13(1)(e)	0	16.1(1)(a)	0	18.1(1)(a)	0	21(1)(b)	4
14(a)	0	16.1(1)(b)	0	18.1(1)(b)	0	21(1)(c)	1
14(b)	0	16.1(1)(c)	0	18.1(1)(c)	0	21(1)(d)	2
15(1) - I.A.*	0	16.1(1)(d)	0	18.1(1)(d)	0	22	0
15(1) - Def.*	1	16.2(1)	0	19(1)	15	22.1(1)	0
15(1) - S.A.*	0	16.3	0	20(1)(a)	1	23	5
16(1)(a)(i)	0	16.4(1)(a)	0	20(1)(b)	8	24(1)	3
16(1)(a)(ii)	0	16.4(1)(b)	0	20(1)(b.1)	0	26	0
16(1)(a)(iii)	0	16.5	0	20(1)(c)	11		
16(1)(b)	0	17	0	20(1)(d)	2		
16(1)(c)	0						
16(1)(d)	0						

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

## 2.3 Exclusions

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

## 2.4 Format of information released

Disposition	Paper	Electronic	Other formats
All disclosed	6	3	0
Disclosed in part	11	7	0
<b>Total</b>	<b>17</b>	<b>10</b>	<b>0</b>

## 2.5 Complexity

### 2.5.1 Relevant pages processed and disclosed

Disposition of requests	Number of pages processed	Number of pages disclosed	Number of requests
All disclosed	215	215	9
Disclosed in part	11577	11061	18
All exempted	0	0	0
All excluded	16	0	1
Request abandoned	0	0	2

## 2.5.2 Relevant pages processed and disclosed by size of requests

Disposition	Less than 100 pages processed		101-500 pages processed		501-1000 pages processed		1001-5000 pages processed		More than 5000 pages processed	
	Number of requests	Pages disclosed	Number of requests	Pages disclosed	Number of requests	Pages disclosed	Number of requests	Pages disclosed	Number of requests	Pages disclosed
All disclosed	9	215	0	0	0	0	0	0	0	0
Disclosed in part	8	242	6	1601	2	1288	1	1480	1	6450
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	1	0	0	0	0	0	0	0	0	0
Abandoned	2	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>20</b>	<b>457</b>	<b>6</b>	<b>1601</b>	<b>2</b>	<b>1288</b>	<b>1</b>	<b>1480</b>	<b>1</b>	<b>6450</b>

## 2.5.3 Other complexities

Disposition	Consultation required	Assessment of fees	Legal advice sought	Other	Total
All disclosed	1	0	0	0	1
Disclosed in part	9	1	1	0	11
All exempted	0	0	0	0	0
All excluded	1	0	0	0	1
Abandoned	0	0	0	0	0
<b>Total</b>	<b>11</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>13</b>

## 2.6 Deemed refusals

### 2.6.1 Reasons for not meeting statutory deadline

Number of requests closed past the statutory deadline	Principal Reason			
	Workload	External consultation	Internal consultation	Other
7	6	1	0	0

### 2.6.2 Number of days past deadline

Number of days past deadline	Number of requests past deadline where no extension was taken	Number of requests past deadline where an extension was taken	Total
1 to 15 days	6	0	6
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	1	1
<b>Total</b>	<b>6</b>	<b>1</b>	<b>7</b>

## 2.7 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
<b>Total</b>	0	0	0

## PART 3 – Extensions

### 3.1 Reasons for extensions and disposition of requests

Disposition of requests where an extension was taken	9(1)(a) Interference with operations	9(1)(b) Consultation		9(1)(c) Third party notice
		Section 69	Other	
All disclosed	0	0	1	0
Disclosed in part	2	1	5	6
All exempted	0	0	0	0
All excluded	0	1	1	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
<b>Total</b>	2	2	7	6

### 3.2 Length of extensions

Length of extensions	9(1)(a) Interference with operations	9(1)(b) Consultation		9(1)(c) Third party notice
		Section 69	Other	
30 days or less	0	0	0	0
31 to 60 days	0	0	5	4
61 to 120 days	2	2	2	2
121 to 180 days	0	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
<b>Total</b>	2	2	7	6



**PART 4 – Fees**

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of requests	Amount	Number of requests	Amount
Application	29	\$145	0	\$0
Search	0	\$0	0	\$0
Production	0	\$0	0	\$0
Programming	0	\$0	0	\$0
Preparation	0	\$0	1	\$1 312
Alternative format	0	\$0	0	\$0
Reproduction	0	\$0	0	\$0
<b>Total</b>	29	\$145	1	\$1 312

**PART 5 – Consultations received from other institutions and organizations**

**5.1 Consultations received from other government institutions and organizations**

Consultations	Other government institutions	Number of pages to review	Other organizations	Number of pages to review
Received during reporting period	30	1068	1	76
Outstanding from the previous reporting period	2	21	0	0
<b>Total</b>	32	1089	1	76
Closed during the reporting period	32	1089	1	76
Pending at the end of the reporting period	0	0	0	0

**5.2 Recommendations and completion time for consultations received from other government 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	than 365 days	
Disclose entirely	25	0	0	0	0	0	0	25
Disclose in part	5	1	0	0	0	0	0	6
Exempt entirely	1	0	0	0	0	0	0	1
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
<b>Total</b>	31	1	0	0	0	0	0	32

### 5.3 Recommendations and completion time for consultations received from other organizations

Recommendation	Number of days required to complete consultation requests							Total
	1 to 15 days	16 to 30 days	31 to 60 days	61 to 120 days	121 to 180 days	181 to 365 days	than 365 days	
Disclose entirely	0	0	0	0	0	0	0	0
Disclose in part	1	0	0	0	0	0		1
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
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

### PART 6 – Completion time of consultations on Cabinet confidences

Number of days	Number of responses received	Number of responses received past deadline
1 to 15	0	0
16 to 30	0	0
31 to 60	1	1
61 to 120	1	0
121 to 180	0	0
181 to 365	0	0
More than 365	0	0
<b>Total</b>	<b>2</b>	<b>1</b>

### PART 7 – Resources related to the Access to Information Act

#### 7.1 Costs

Expenditures		Amount
Salaries		\$87 322
Overtime		\$0
Goods and Services		\$10 825
• Professional services contracts	\$0	
• Other	\$10 825	
<b>Total</b>		<b>\$98 147</b>

## 7.2 Human Resources

<b>Resources</b>	<b>Dedicated full-time to ATI activities</b>	<b>Dedicated part-time to ATI activities</b>	<b>Total</b>
Full-time employees	0,90	0,00	0,90
Part-time and casual employees	0,00	0,00	0,00
Regional staff	0,00	0,00	0,00
Consultants and agency personnel	0,00	0,00	0,00
Students	0,00	0,00	0,00
<b>Total</b>	<b>0,90</b>	<b>0,00</b>	<b>0,90</b>

Appendix A

Previously released ATI package released informally

Institution	Number of informal releases of previously released ATI packages
Canadian Space Agency	11

Completed Privacy Impact Assessments (PIAs)

Institution	Number of Completed PIAs
Canadian Space Agency	NIL

Completion Time of Consultations on Cabinet Confidences under the ATIA - Requests with Legal Services

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1,000 Pages Processed		1,001-5,000 Pages Processed		More Than 5,000 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	1	0	0	0	0	0	0	0	0	0
61 to 120	1	44	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
<b>Total</b>	<b>1</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Completion Time of Consultations on Cabinet Confidences under the ATIA - Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1,000 Pages Processed		1,001-5,000 Pages Processed		More Than 5,000 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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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**DELEGATION ORDER**

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*ACCESS TO INFORMATION ACT*

## Access to Information Act / Loi sur l'accès à l'information

### CANADIAN SPACE AGENCY

Access to Information  
Delegation Order

I, the undersigned, James Moore, Minister of Industry, in my capacity as head of the Canadian Space Agency for the purposes of the Access to Information Act and pursuant to section 73 of the Act, hereby designate the persons holding the positions set out in the schedule attached hereto, to exercise the powers and perform the duties and functions of the head of a government institution, under the sections of the *Act* set out in the schedule opposite each position. This Delegation Order supersedes all previous Delegation Orders.

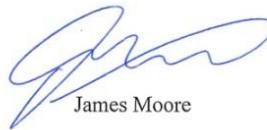
### AGENCE SPATIALE CANADIENNE

Décret de délégation en vertu de l'accès à  
l'information

En vertu de l'article 73 de la *Loi sur l'accès à l'information*, je, soussigné, James Moore, ministre de l'Industrie, en ma qualité de responsable de l'Agence spatiale canadienne pour l'application de la *Loi sur l'accès à l'information*, délègue, par la présente, aux titulaires des postes mentionnés à l'annexe ci-jointe, les attributions dont le responsable d'une institution fédérale est investi par les articles de la *Loi* mentionnés dans la liste en regard de chaque poste. Le présent décret de délégation remplace et annule tout décret antérieur.

And I have signed in \_\_\_\_\_, this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_

Et j'ai signé à \_\_\_\_\_, ce \_\_\_\_ jour de \_\_\_\_\_, \_\_\_\_



James Moore

Minister of Industry  
Ministre de l'Industrie

<b>Schedule to the Delegation Order</b>				
<b>Sections of the Act</b>	<b>Powers, Duties or Functions</b>	<b>Vice President</b>	<b>Manager Information Management</b>	<b>ATIP Coordinator</b>
4(2.1)	Responsibility of government institutions	✓	✓	✓
7(a)	Notice when access requested	✓	✓	
7(b)	Giving access to record	✓	✓	
8(1)	Transfer of request to another government institution	✓	✓	✓
9	Extension of time limits	✓	✓	✓
11(2), (3), (4), (5), (6)	Additional fees	✓	✓	✓
12(2)(b)	Language of access	✓	✓	✓
12(3)(b)	Access in an alternative format	✓	✓	✓
13	Exemption - Information obtained in confidence	✓	✓	
14	Exemption - Federal-provincial affairs	✓	✓	
15	Exemption - International affairs and defence	✓	✓	
16	Exemption - Law enforcement and investigations	✓	✓	
16.5	Exemption - Public Servants Disclosure Protection Act	✓	✓	
17	Exemption - Safety of individuals	✓	✓	
18	Exemption - Economic interests of Canada	✓	✓	
19	Exemption - Personal information	✓	✓	



20	Exemption - Third-party information	✓	✓	
21	Exemption - Operations of Government	✓	✓	
22	Exemption - Testing procedures, tests and audits	✓	✓	
22.1	Exemption - Audit working papers and draft audit reports	✓	✓	
23	Exemption - Solicitor-client privilege	✓	✓	
24	Exemption - Statutory prohibitions	✓	✓	
25	Severability	✓	✓	✓
26	Exception - Information to be published	✓	✓	✓
27(1), (4)	Third-party notification	✓	✓	✓
28(1)(b), (2), (4)	Third-party notification	✓	✓	
29(1)	Where the Information Commissioner recommends disclosure	✓	✓	
33	Advising Information Commissioner of third-party involvement	✓	✓	
35(2)(b)	Right to make representations	✓	✓	
37(4)	Access to be given to complainant	✓	✓	
43(1)	Notice to third party (application to Federal Court for review)	✓	✓	✓
44(2)	Notice to applicant (application to Federal Court by third party)	✓	✓	✓
52(2)(b), (3)	Special rules for hearings	✓	✓	
71(1)	Facilities for inspection of manuals	✓	✓	✓
72	Annual report to Parliament	✓	✓	✓

**Access to Information Regulations**

6(1)	Transfer of request	✓	✓	✓
7(2)	Search and preparation fees	✓	✓	✓
7(3)	Production and programming fees	✓	✓	✓
8	Providing access to record(s)	✓	✓	✓
8.1)	Limitations in respect of format	✓	✓	✓