


# Atomic Energy of Canada Limited

## 2022-23 Annual Report on the Administration of the

### ***Access to Information Act***

Prepared by:

X 

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## 1. INTRODUCTION

This annual report to Parliament is prepared and tabled in accordance with section 94 of the [Access to Information Act \(ATIA\)](#). The report provides a summary of the activities related to the administration of the ATIA within Atomic Energy of Canada Limited (**AECL**) during the fiscal year ending March 31, 2023.

The purpose of the ATIA is to enhance the accountability and transparency of federal government institutions in order to promote an open and democratic society and to enable public debate on the conduct of those institutions.

As a federal Crown corporation, AECL became subject to the ATIA on September 1<sup>st</sup> 2007, providing Canadian citizens, permanent residents, individuals present in Canada, and corporations located in Canada the right to have access to information that relates to its general administration or its operation of any nuclear facility within the meaning of section 2 of the [Nuclear Safety and Control Act](#).

### Mandate

AECL's mandate is to enable nuclear science and technology and to protect the environment by fulfilling the government of Canada's radioactive waste and decommissioning responsibilities.

AECL receives federal funding to deliver on its mandate and reports to Parliament through the Minister of Energy and Natural Resources. It also leverages the unique capabilities at its sites to support industry and other third parties on commercial terms.

AECL delivers its mandate through long-term contracts with Canadian Nuclear Laboratories for the management and operation of its sites. More information on AECL's activities and governance structure are available on AECL's website at [www.aecl.ca](http://www.aecl.ca).

## 2. ORGANIZATIONAL STRUCTURE

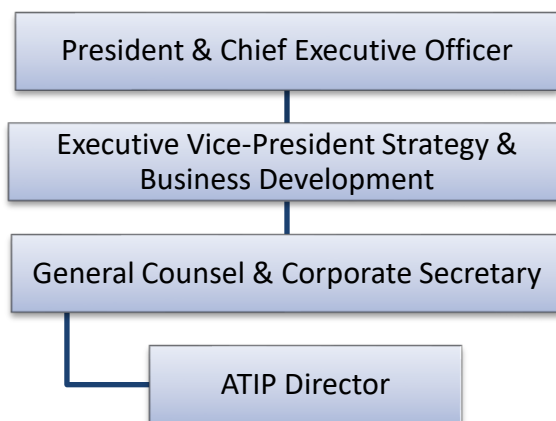
AECL's Access to Information and Privacy (**ATIP**) Office, located in Ottawa, Ontario, is the focal point for the application of the ATIP legislations within AECL. The mandate of the ATIP Office is to implement and administer AECL's obligations under the ATIA and the [Privacy Act](#). The Office deals directly with the public and employees in relation to access to information and privacy requests and serves as the center of ATIP expertise in enabling AECL to meet its statutory obligations under the Acts.

The ATIP Office consists of one Director who reports directly to the General Counsel & Corporate Secretary of AECL. The equivalent of 0.5 full time employee (**FTE**) was applied to ATIA matters and 0.5 FTE was applied to *Privacy Act* matters.

As the head of the institution, the President and CEO designated the Director of Communications & Government Reporting as the official responsible for supporting its accountability for requirements under Part 2 of the Act and TBS policy instruments.

AECL was not party to any service agreements under section 96 of the *ATIA* during this reporting period.

### Organizational Structure of the ATIP Office



### 3. DELEGATION ORDER

Under the *ATIA*, the President is the designated head of the institution for the purpose of administering the legislation. Section 95(1) of the *ATIA* authorizes the head of the institution to designate, by order, one or more officers or employees of AECL to exercise or perform any powers, duties, or functions of the head of AECL that are specified in the order. As ATIP Coordinator, the ATIP Director holds full delegated authority under the *ATIA*. The signed copy of the Delegation Order is included in appendix A.

### 4. PERFORMANCE 2022-23

The ATIP's office operations were not affected by COVID-19 related measures during this reporting period.

The following is an overview of key data on AECL's performance for this fiscal year, as reflected in the Statistical Report on the *ATIA* and the Supplemental ATIP Statistical Report for 2022-2023 included in Appendix B.

### Requests Completed During the Reporting Period

AECL completed 31 requests in 2022-23, 20 (64.5%) were closed within the initial deadline of 30 days. Furthermore, 100% were closed within established timelines (that is, closed within the initial statutory deadline of 30 days or within an extension period provided for in the Act).

Requested information was disclosed in full without exemptions or exclusions for seven requests within 30 days. Additionally, information was disclosed in part for 15 requests. Five of these requests were closed within 30 days, nine requests were closed between 31 to 60 days, and one was closed between 181 to 365 days.

AECL was not able to process four requests as the requested information was not under the organization's custody and control. Four of the requests were abandoned within 30 days and one request between 31 to 60 days. The number of active requests as of the last day of the reporting period is three. These requests were received in the last quarter of 2022-23, therefore carried over within the legislated timeline.

### Disposition and completion time

Disposition of requests (including requests for which extension were required)	Closure time (Calendar days)					Percentage of Disposition of requests
	0-30 days	31-60 days	61-120 days	More than 121 days	Total	
All disclosed	7	0	0	0	7	22.6%
Disclosed in part	5	9	0	1	15	48.4%
All exempted	0	0	0	0	0	0%
No records exist	4	0	0	0	4	12.9%
Abandoned	4	1	0	0	5	16.1%
Total number of requests	20	10	0	1	31	
Total as percentage	64.5%	32.3%	0%	3.2%	100%	

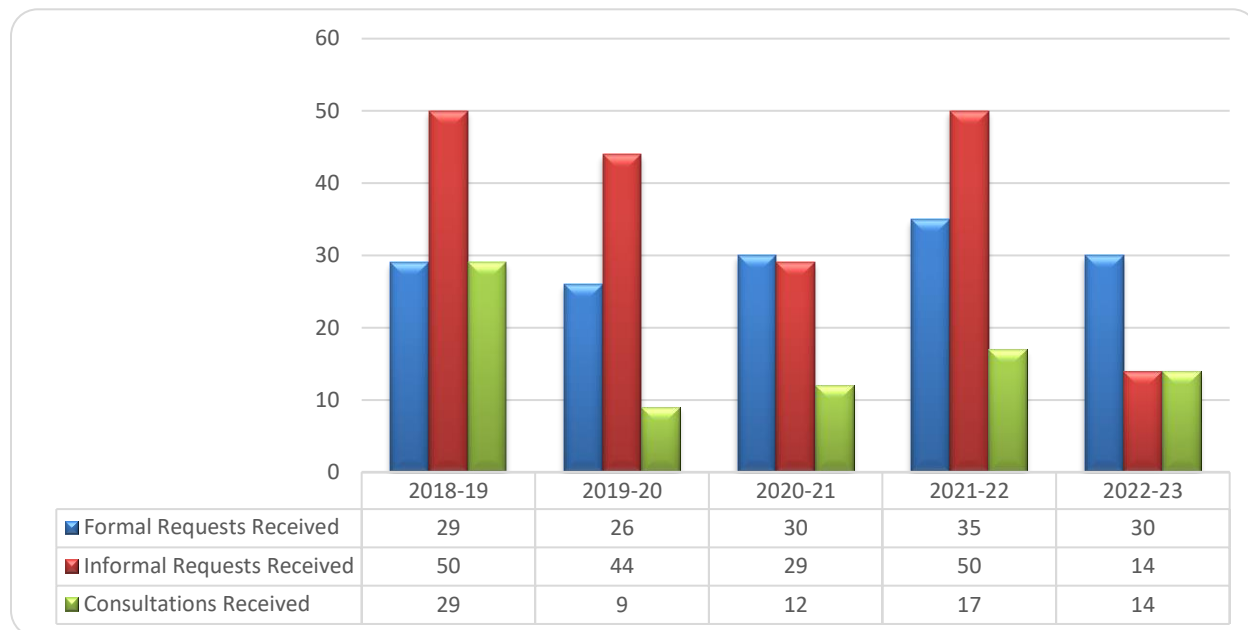
### New Requests Received During the Reporting Period

AECL received 30 new requests under the ATIA, 14 informal requests, and 14 requests for consultations from other Government of Canada institutions and organizations. A total of 12,205 pages was reviewed in 2022-23.

60% of the new requests received came from the public. Details concerning the source of the requests are as follows:

Source	Percentage	Number of new requests
Private sector	6.7%	2
Organization	33.3%	10
Public	60%	18

## Multi-Year Trends of New Requests Received



## Extension of Time Limits

In 2022-23, AECL found it necessary to extend the timeframe of 12 requests, where 10 were extended under paragraph 9(1)(b) in order to consult other Government institutions and two others under paragraph 9(1)(c) in order to consult a third-party.

## Application Fees

Section 11(2) of the *ATIA* allows for the waiving of fees when deemed to be in the public's interest. During the COVID-19 period, AECL has been waiving the \$5.00 application fee. Application fees totalling \$150.00 were waived for 30 requests received during the reporting period.

## Consultations Completed

AECL received 14 new requests for consultations from other Government institutions and organizations and carried over one from the previous reporting period. Fourteen of these consultations were closed during the reporting period and one consultation, received at the end of the reporting period (2022-23), was carried forward to the next reporting period (2023-24).

Of the 14 consultations completed, information was recommended to be disclosed in full for five consultations within 30 days. For the nine consultations recommended to be disclosed in-part, seven were completed within 15 days, and two between 16 to 60 days.

### Active Complaints

The number of active complaints as of the last day of the reporting period is three. Two of these complaints are outstanding from fiscal year 2017-18 and one is from fiscal year 2016-17.

## 5. TRAINING AND AWARENESS

Informal briefings and one-on-one training were given regularly by the ATIP Office during the process of retrieval and review of documents in response to *ATIA* requests. Two formal *ATIA* awareness sessions were given during the reporting period. The first session was presented virtually to 31 employees and the other session was presented in person to AECL's Board of Directors in Ottawa.

## 6. POLICIES, GUIDELINES, AND PROCEDURES

AECL did not implement any policies, guidelines, procedures, or initiatives during this reporting period.

## 7. PROACTIVE PUBLICATION UNDER PART 2 OF THE ATIA

As a Crown corporation, AECL is subject to proactive publication under *sections 82, 83 and 84* of Part 2 of the *ATIA*. AECL is required to publish the following:

Section	Legislative requirement	Deadline (in calendar days)
<b>82</b>	Travel expenses of senior officers or employees	30 days after the end of the month of reimbursement
<b>83</b>	Hospitality expenses of senior officers or employees	30 days after the end of the month of reimbursement
<b>84</b>	Reports tabled in Parliament	30 days after tabling

AECL published 100% of proactive publication requirements, due during the reporting period, within the legislated timelines. You may find AECL's Proactive Disclosures on [open.canada.ca](https://open.canada.ca).



## 8. INITIATIVES AND PROJECTS TO IMPROVE ACCESS TO INFORMATION

AECL has undertaken initiatives for technological improvements to modernize the delivery of ATIP services, facilitate information management and requests processing during the reporting period.

## 9. SUMMARY OF KEY ISSUES AND ACTIONS TAKEN ON COMPLAINTS

AECL did not receive any notice of intention to investigate or ceased to investigate from the Information Commissioner this fiscal year. Therefore, four complaints alleging that information was improperly withheld, were carried forward from last fiscal year to this reporting period. Two of these complaints originated from fiscal year 2016-17 and the two others from 2017-18. AECL submitted representations to the Information Commissioner for the two complaints received in 2017-18. These 2 complaints were carried forward to the next reporting period (2023-24).

As for the 2 complaints originating from 2016-17, no actions were taken for one complaint and was consequently carried forward to the next reporting period (2023-24). AECL received a report of findings from the Information Commissioner for the last complaint with the result of well founded. No further action was required as, during the course of the investigation, AECL released information that was previously withheld to the applicant which concluded the complaint.

Section 32 and subsection 30(5) of the ATIA	AECL did not receive any notice of intention to investigate or ceased to investigate from the Information Commissioner this fiscal year.
Section 35 of the ATIA	Representations were submitted to the Information Commissioner for two outstanding complaints originating from 2017-18.
Section 37(2) of the ATIA	One report of findings from the Information Commissioner was received this fiscal year for one complaint originating from 2016-17.

## 10. MONITORING COMPLIANCE

### ATIA Requests and Consultations

- AECL uses a case management application (Privasoft) as a tool to monitor daily the time taken to process every access to information requests.
- The ATIP Office limits inter-institutional consultation to only when required for the proper exercise of discretion or when there is an intention to disclose by:
  - Conducting an initial review of all information originating or of interest to other government institutions or third parties and assessing the sensitivity of the information; and by

- Conducting a search to identify if the information is publicly available or previously disclosed.
- As a small organization, with a low volume of ATIA requests, no other monitoring was necessary or conducted during the reporting period.

**Contracts, Agreements and Arrangements**

- AECL consults the ATIP Office to support the right of public access to information are reflected in contracts, information sharing agreements and information sharing arrangements.

**Proactive Disclosures**

- To monitor the accuracy and completeness of proactively published information, AECL ensures that reports are reviewed by senior staff, the General Counsel, the Executive Management team and the AECL Board of Directors.
- AECL is currently establishing effective procedures and a system to meet the proactive publication requirements and monitor compliance. AECL's Proactive Publication Procedure will take effect in fiscal year 2023-24.

## 11. APPENDIX A – DELEGATION ORDER



### **Delegation Order under the *Access to Information Act* and *Privacy Act* / Arrêté de délégation accordé en vertu de la *Loi sur l'accès à l'information* et de la *Loi sur la protection des renseignements personnels***

Pursuant to subsection 95(1) of the *Access to Information Act* and subsection 73(1) of the *Privacy Act*, the President of Atomic Energy of Canada Limited (AECL), head of AECL, hereby designates the person holding the position set out in the schedule hereto, or the person occupying on an acting basis this position, to exercise the powers, duties and functions of the President, under the provisions of the Acts and related regulations set out in the schedule opposite the position. This designation replaces all previous delegation orders.

En vertu du paragraphe 95(1) de la *Loi sur l'accès à l'information* et du paragraphe 73(1) de la *Loi sur la protection des renseignements personnels*, le Président d'Énergie atomique du Canada limitée (EACL), responsable d'EACL, délègue au titulaire du poste mentionné à l'annexe ci-après, ainsi qu'à la personne occupant à titre intérimaire le dit poste, les attributions dont il est, en qualité de responsable d'EACL, investi par les dispositions de la Loi ou de son règlement mentionnées en regard du poste. Le présent document remplace et annule tout arrêté antérieur.

Schedule / Annexe		
Position / Poste	<i>Access to Information Act</i> and Regulations / <i>Loi sur l'accès à l'information</i> et Règlements	<i>Privacy Act</i> and Regulations / <i>Loi sur la protection des renseignements personnels</i> et Règlements
Director, Access to Information and Privacy / Directeur, Accès à l'information et protection des renseignements personnels	Full authority / Autorité absolue	Full authority / Autorité absolue



Fred Dermakar, President and Chief Executive Officer / Président et premier dirigeant

2021 Feb 18

Date

## 12. APPENDIX B - STATISTICAL REPORT 2022-23



### Statistical Report on the Access to Information Act

Name of institution: Atomique Energy of Canada Limited

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		30
Outstanding from previous reporting periods		4
• Outstanding from previous reporting period	4	
• Outstanding from more than one reporting period	0	
<b>Total</b>		<b>34</b>
Closed during reporting period		31
Carried over to next reporting period		3
• Carried over within legislated timeline	3	
• Carried over beyond legislated timeline	0	

##### 1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	0
Business (private sector)	2
Organization	10
Public	18
Decline to Identify	0
<b>Total</b>	<b>30</b>

##### 1.3 Channels of requests

Source	Number of Requests
Online	0
E-mail	30
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>30</b>

## Section 2: Informal Requests

### 2.1 Number of informal requests

		Number of Requests
Received during reporting period		14
Outstanding from previous reporting periods		6
• Outstanding from previous reporting period	6	
• Outstanding from more than one reporting period	0	
<b>Total</b>		20
Closed during reporting period		20
Carried over to next reporting period		0

### 2.2 Channels of informal requests

Source	Number of Requests
Online	12
E-mail	2
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	14

### 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
12	3	0	0	5	0	0	20

### 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	2	1679	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
13	550	5	832	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
<b>Total</b>	<b>0</b>
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	3	4	0	0	0	0	0	7
Disclosed in part	1	4	9	0	0	1	0	15
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	1	3	0	0	0	0	0	4
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	4	0	1	0	0	0	0	5
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
<b>Total</b>	<b>9</b>	<b>11</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>31</b>

**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)	1	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	2	18(d)	1	21(1)(a)	1
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	1
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	1
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)	14	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)	1	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)	3	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	3		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
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	22	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
4678	3990	27

##### 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	7	26	0	0	0	0	0	0	0	0
Disclosed in part	4	182	9	2912	2	1065	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	4	0	1	493	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
<b>Total</b>	<b>15</b>	<b>208</b>	<b>10</b>	<b>3405</b>	<b>2</b>	<b>1065</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

##### 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
<b>Total</b>	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
<b>Total</b>	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	0	0	0	0
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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### 4.6 Closed requests

##### 4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	31
Percentage of requests closed within legislated timelines (%)	100

#### 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
0	0	0	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	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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### 4.8 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

### Section 5: Extensions

#### 5.1 Reasons for extensions and disposition of requests

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	0	0	0	0
Disclosed in part	0	0	10	1
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	1
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
<b>Total</b>	0	0	10	2

#### 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	10	0
31 to 60 days	0	0	0	1
61 to 120 days	0	0	0	0
121 to 180 days	0	0	0	1
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
<b>Total</b>	0	0	10	2

### Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	0	\$0.00	30	\$150.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	0	\$0.00	30	\$150.00	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	12	4303	2	243
Outstanding from the previous reporting period	1	4	0	0
<b>Total</b>	<b>13</b>	<b>4307</b>	<b>2</b>	<b>243</b>
Closed during the reporting period	12	4223	2	243
Carried over within negotiated timelines	1	84	0	0
Carried over beyond negotiated timelines	0	0	0	0

**7.2 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	3	1	0	0	0	0	0	4
Disclose in part	6	1	1	0	0	0	0	8
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>9</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>

**7.3 Recommendations and completion time for consultations received from other organizations outside the Government of Canada**

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	1	0	0	0	0	0	0	1
Disclose in part	1	0	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>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>

## Section 8: Completion Time of Consultations on Cabinet Confidences

### 8.1 Requests with Legal Services

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
<b>Total</b>	0	0	0	0	0	0	0	0	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
<b>Total</b>	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
0	0	2

### 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
Salaries		\$88,050
Overtime		\$0
Goods and Services		\$12,508
• Professional services contracts	\$10,784	
• Other	\$1,724	
<b>Total</b>		<b>\$100,558</b>

**11.2 Human Resources**

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.500
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>0.500</b>



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

Name of institution: Atomic Energy of Canada Limited

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	0

### 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	52	0	0	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	3	0	3
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
<b>Total</b>	<b>3</b>	<b>0</b>	<b>3</b>

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 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	2
Received in 2016-2017	1
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
<b>Total</b>	<b>3</b>



#### 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

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
<b>Total</b>	<b>0</b>

#### 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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