

# Atomic Energy of Canada Limited

## 2021-22 Annual Report on the Administration of the

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

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2022 September

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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, 2022.

The purpose of the ATIA is to make Canada's Federal government institutions more open and transparent to enable the public to participate in the democratic process more fully by providing a right to obtain information under the control of those institutions, subject to exceptions that are limited and specific.

As a federal Crown corporation, AECL became subject to the ATIA on September 1st 2007, providing Canadian citizens, permanent residents and any person or corporation present in Canada a right to request 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 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).

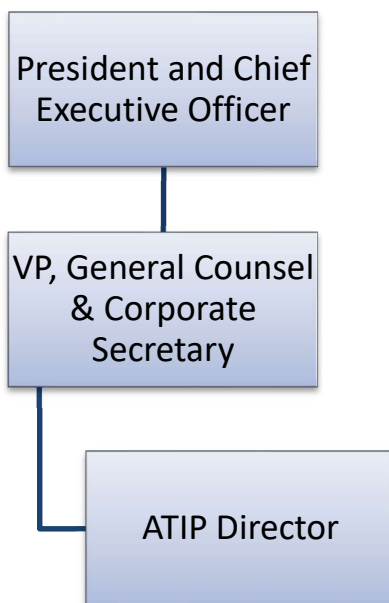
## 2. ORGANIZATIONAL STRUCTURE

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 consisted of one Director and one Senior Analyst from April to August 2021, then one Director and one consultant from September to December 2021. Starting January 2022 to March 31, 2022, the ATIP office consisted of one Director. The ATIP Director reports directly to

the Vice-President, General Counsel and Corporate Secretary of AECL. The equivalent of 1.25 full time employee (FTE) was applied to *ATIA* matters and 0.25 FTE was applied to *Privacy Act* matters.

### 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.

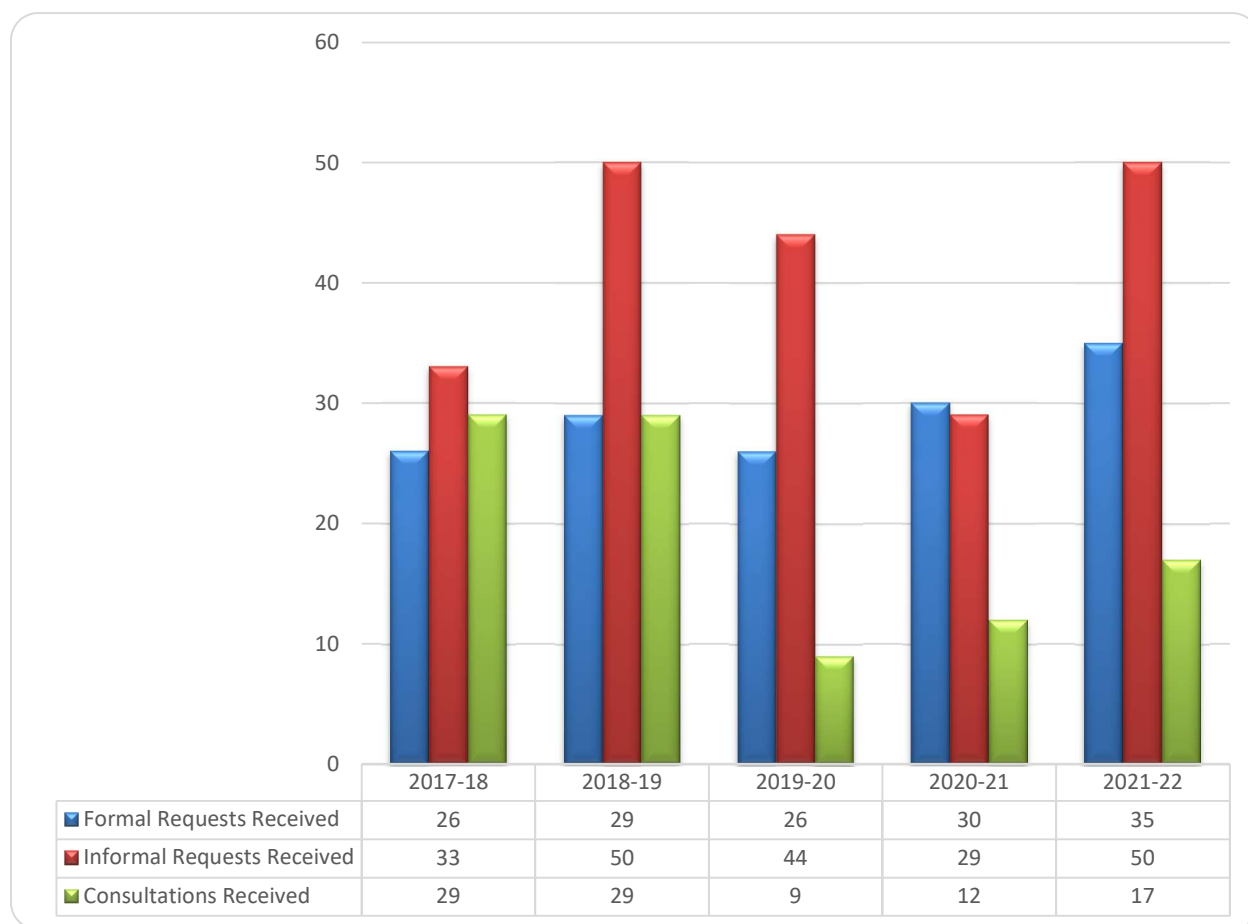
### 4. PERFORMANCE 2021-22

In 2021-22, AECL received 35 new requests under the *ATIA* and 50 informal requests. AECL also received 17 requests for consultations from other Government of Canada institutions and organizations. Summaries of formal requests received can be found on the [Open Government](#) website.

AECL reviewed a total of 11,847 pages in 2021-22. 5,444 pages were from formal requests, 3,213 pages were from consultations and 3,190 pages were from informal requests.

ATIP's office operations were not affected by COVID-19 related measures during this reporting period. As a key measure of performance, the percentage of requests responded within the legislated timelines is 100%.

### Multi-Year Trends



### 4.1 Highlights of the Statistical Report 2021-22

The completed Statistical Report 2021-22 is included in appendix B.

#### **4.1.1 Section 1 – Requests subject to the ATIA**

##### **Subsection 1.1 - Number of Requests**

AECL received 35 new requests for information under the ATIA and carried over 3 outstanding ATIA requests from the previous fiscal year. Of the total 38 requests, 34 requests were completed during the fiscal year and 4 were carried over to the next fiscal year 2022-23 within the legislated timeline.

##### **Subsection 1.2 - Sources of requests**

63% 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
Media	17%	6
Academia	3%	1
Private sector	11%	4
Organization	6%	2
Public	63%	22

##### **Subsection 1.3 – Channels of requests**

100% of the new requests were received by E-mail.

#### **4.1.2 Section 2 - Informal requests**

AECL received 50 new informal requests in 2021-22. Of this total, 44 informal requests were completed during the fiscal year and 6 were carried over to the next fiscal year 2022-23. Thirty-seven informal requests were completed within 30 days, 6 within 31 to 60 days and one within 61 to 120 days. A total of 3,190 pages were released informally.

#### **4.1.3 Section 3 – Applications to the Information Commissioner on Declining to Act on Requests**

No application to the Information Commissioner on declining to act on a request was made in 2021-22.

#### **4.1.4 Section 4 – Requests Closed During the Reporting Period**

#### Subsection 4.1 - 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	12	3	0	0	15	44%
Disclosed in part	4	2	1	4	11	32%
All exempted	1	1	0	0	2	6%
No records exist	4	0	0	0	4	12%
Abandoned	2	0	0	0	2	6%
Total number of requests	<b>23</b>	<b>6</b>	<b>1</b>	<b>4</b>	<b>34</b>	
Total as percentage	<b>67.6%</b>	<b>17.6%</b>	<b>3%</b>	<b>11.8%</b>	<b>100%</b>	

Of 34 requests closed in 2021-22, twenty-three (67.6%) 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 12 requests within 30 days and for 3 requests within 31 to 60 days. Additionally, information was disclosed in part for 11 requests. Four of these requests were closed within 30 days, two were closed within 31 to 60 days, one was closed between 61 to 120 days and four were closed between 121 to 180 days.

AECL exempted information in full for 2 requests. One was closed within 30 days and the other was closed within 31 to 60 days.

AECL was not able to process four requests as the requested information was not under the organization's custody and control.

Two of the requests were abandoned within 30 days. A request is considered abandoned when:

- The requester formally withdraws the request;
- The administration fee to make a request was not received; or
- When the requester does not respond to a notice indicating that the request will be closed if they do not provide clarification within the specified timeline.

### Subsection 4.2 and 4.3 – Exemptions and Exclusions

In cases in which access to certain information was denied, the following exemptions and exclusion were cited:

Reasons	Incidences
Information obtained in confidence (s.13)	2
Law enforcement and investigations (s.16(1))	2
Security (s.16(2))	4
Economic interests of Canada (s.18)	7
Personal information (s.19)	9
Third Party Information (s.20(1))	14
Operations of Government (s.21(1))	7
Protected Information – solicitors, advocates and notaries (s.23)	8
Does not apply to certain materials (s.68(a))	1

### Subsection 4.4 - Format of information released

The format in which information has been submitted, entirely or partially, to the requesters was electronically for 25 requests and paper for one request.

### Subsection 4.5 – Complexity

#### 4.5.1 - Relevant pages processed and disclosed

For the 30 requests closed in 2021-22, AECL processed a total of 5,444 pages and disclosed in full or partially a total of 4,380 pages.

#### 4.5.2 – Relevant pages processed and disclosed by size of requests

A total of 21 requests had fewer than 100 pages to process. The total number of pages disclosed with these 21 requests was 474 pages. Seven requests had between 101-500 pages to process and a total of 1,761 pages were disclosed. Two requests had between 1,001-5,000 to process and a total of 3,209 pages were disclosed.

### Subsection 4.6 – Closed Requests

#### 4.6.1 – Number of requests closed within legislated timelines

Thirty-four requests (100%) were closed within legislated timelines.

### Subsection 4.7 – Deemed Refusal

All requests were closed within established timelines.

### Subsection 4.8 - Requests for translation

No translations were prepared during the period under review.

#### **4.1.5 Section 5 – Extensions**

##### **Subsection 5.1 – Reasons for extensions and disposition of requests**

In 2021-22, AECL found it necessary to extend the timeframe of 14 requests, where three were extended under paragraph 9(1)(b) in order to consult other Government institutions and 11 others under paragraph 9(1)(c) in order to consult a third party.

##### **Subsection 5.2 – Length of extensions**

The three requests where paragraph 9(1)(b) was applied were extended for less than 60 days. Seven of the 11 requests which paragraph 9(1)(c) was applied were extended for less than 60 days and four were extended between 61-120.

#### **4.1.6 Section 6 – 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 \$175.00 were waived for 35 requests received during the reporting period. No application fees were collected, waived, or reimbursed for the 4 requests carried forward to the next reporting year. Furthermore, no search, production, programming, preparation, alternate formats, or reproduction fees were assessed or collected between April 1, 2021, and March 31, 2022.

#### **4.1.7 Section 7 – Consultations Received from Other Institutions and Organizations**

##### **Subsection 7.1 – Consultations received from other Government of Canada institutions and organizations**

AECL received 17 new requests for consultations from other Government institutions and organizations and carried over one from the previous reporting period. Seventeen of these consultations were closed during the reporting period and one was carried forward to the next reporting period (2022-23).

##### **Subsection 7.2 – Recommendations and completion time for consultations received from other Government of Canada institutions**

Of the 15 consultations received from other Government of Canada institutions, information was recommended to be disclosed in full for 5 requests within 30 days. For the 8 consultations, recommended to be disclosed in-part, seven were completed within 15 days, and one between 31 to 60 days. One consultation was recommended to consult another institution as the information did not pertain to AECL and the last consultation was abandoned by the other government institutions.

### Subsection 7.3 – Recommendations and completion time for consultations received from other organizations

For the 2 consultations received from other organizations, information was recommended to be disclosed in full within 30 days.

#### 4.1.8 Section 8 – Completion Time of Consultations on Cabinet Confidences

AECL did not process any consultations concerning Cabinet confidences in relation to requests under the *ATIA* during the reporting year.

#### 4.1.9 Section 9 – Investigations and Reports of finding

Section 32 of the <i>ATIA</i>	AECL did not receive any notice of intention to investigate from the Information Commissioner this fiscal year.
Subsection 30(5) of the <i>ATIA</i>	AECL did not receive any notice of ceased to investigate from the Information Commissioner this fiscal year.
Section 35 of the <i>ATIA</i>	AECL did not make any representations to the Information Commissioner this fiscal year.
Section 37 of the <i>ATIA</i>	AECL did not receive any report of findings from the Information Commissioner this fiscal year.

#### 4.1.10 Section 10 – Court Action

No appeals were filed with the Federal Court at the end of this reporting period.

#### 4.1.11 Section 11 – Resources Related to the *ATIA*

##### Subsection 11.1 – Costs

Total salary costs associated with *ATIA* activities are estimated at \$196,588 for 2021-22. Other operation and maintenance costs amounted to \$3,083 for a total of \$199,671. Included in the costs attributable to the ATIP Office are the costs accountable for the administration of the *ATIA*. These are the salary costs of individuals working on access to information activities such as processing requests, assisting the Information Commissioner of Canada with complaint investigations, processing consultation requests from other Government institutions, maintenance of the ATIP software, preparing reports or training materials, maintaining statistics, and giving awareness sessions.

##### Subsection 11.2 – Human Resources

The associated full-time equivalency (FTE) human resources was 1.25.

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

In addition to completing the forms for the Statistical Reports on the ATIA for 2021-22, institutions were asked to complete a Supplemental Report to help identify the impact of COVID-19 measures on institutional performance for 2021-22 and going forward.

AECL's Access to Information and Privacy office has not been impacted by COVID-19. AECL continues to fulfill its ATIA responsibilities.

### **5. TRAINING AND AWARENESS**

Informal briefings, one-on-one training, orientation, and awareness sessions were given regularly by the ATIP Office during the process of retrieval and review of documents in response to *ATIA* requests.

### **6. POLICIES, GUIDELINES, PROCEDURES AND INITIATIVES**

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

### **7. SUMMARY OF KEY ISSUES AND ACTIONS TAKEN ON COMPLAINTS**

No complaints were received or concluded during the reporting period. However, AECL carried forward two complaints relating to exclusions and exemptions from fiscal year 2016-17 and two others from 2017-18 to fiscal year 2021-22.

Therefore, AECL carried over these four complaints to the next fiscal year 2022-23.

### **8. MONITORING COMPLIANCE**

AECL uses Privasoft software as a tool to monitor the time required to process every access to information requests. No other monitoring was necessary or conducted during the reporting period.

## 9. 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 Dermarkar, President and Chief Executive Officer / Président et premier dirigeant

2021 Feb 18

Date

## 10. APPENDIX B - STATISTICAL REPORT 2021-22



### Statistical Report on the Access to Information Act

Name of institution: Atomic Energy of Canada Limited

Reporting period: 2021/04/01 to 2022/03/31

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

##### 1.1 Number of requests

		Number of Requests
Received during reporting period		35
Outstanding from previous reporting periods		3
• Outstanding from previous reporting period	3	
• Outstanding from more than one reporting period	0	
<b>Total</b>		<b>38</b>
Closed during reporting period		34
Carried over to next reporting period		4
• Carried over within legislated timeline	4	
• Carried over beyond legislated timeline	0	

##### 1.2 Sources of requests

Source	Number of Requests
Media	6
Academia	1
Business (private sector)	4
Organization	2
Public	22
Decline to Identify	0
<b>Total</b>	<b>35</b>

### 1.3 Channels of requests

Source	Number of Requests
Online	0
E-mail	35
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>35</b>

## Section 2: Informal Requests

### 2.1 Number of informal requests

		Number of Requests
Received during reporting period		50
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
<b>Total</b>		<b>50</b>
Closed during reporting period		44
Carried over to next reporting period		6

### 2.2 Channels of informal requests

Source	Number of Requests
Online	16
E-mail	34
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	<b>50</b>

### 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
29	8	6	1	0	0	0	44

### 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
24	644	4	844	0	0	0	0	0	0

## 2.5 Pages re-released informally

Less Than 100 Pages Re-released		100-500 Pages Re-released		501-1000 Pages Re-released		1001-5000 Pages Re-released		More Than 5000 Pages Re-released	
Number of Requests	Pages Re- released	Number of Requests	Pages Re- released	Number of Requests	Pages Re- released	Number of Requests	Pages Re- released	Number of Requests	Pages Re- released
9	277	7	1425	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>	0
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

## Section 4: Requests Closed During the Reporting Period

### 4.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More than 365 Days	
All disclosed	4	8	3	0	0	0	0	15
Disclosed in part	1	3	2	1	4	0	0	11
All exempted	0	1	1	0	0	0	0	2
All excluded	0	0	0	0	0	0	0	0
No records exist	0	4	0	0	0	0	0	4
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	2	0	0	0	0	0	0	2
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>	7	16	6	1	4	0	0	34

#### 4.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	1	16(2)	0	18(a)	1	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	3	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	1	16(2)(c)	4	18(d)	3	21(1)(a)	3
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	3
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)	9	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	8
15(1) - Def.*	0	16.3	0	20(1)(b)	3	23.1	0
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	5	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	6		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
16(1)(c)	2						
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)	1	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	
1	25	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
5444	4380	30

#### 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	12	205	2	528	0	0	1	1492	0	0
Disclosed in part	5	187	5	1233	0	0	1	1717	0	0
All exempted	2	82	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	2	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	21	474	7	1761	0	0	2	3209	0	0

#### 4.5.3 Relevant minutes processed and disclosed for audio formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

#### 4.5.4 Relevant minutes processed per request disposition for audio formats by size of requests

Disposition	Less Than 60 Minutes Processed		60 - 120 Minutes Processed		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
<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>	0	0	0	0

#### 4.6 Closed requests

##### 4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	34
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>	0	0	0

#### 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	1	4
Disclosed in part	0	0	2	6
All exempted	0	0	0	1
All excluded	0	0	0	0
Request abandoned	0	0	0	0
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
<b>Total</b>	0	0	3	11

**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	2	6
31 to 60 days	0	0	1	1
61 to 120 days	0	0	0	4
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>	0	0	3	11

**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	35	\$175.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	0	\$0.00	35	\$175.00	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	16	2987	1	81
Outstanding from the previous reporting period	0	0	1	149
<b>Total</b>	16	2987	2	230
Closed during the reporting period	15	2983	2	230
Carried over within negotiated timelines	1	4	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	4	1	0	0	0	0	0	5
Disclose in part	7	0	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	1	0	0	0	0	0	1
Other	1	0	0	0	0	0	0	1
<b>Total</b>	12	2	1	0	0	0	0	15

**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	1	0	0	0	0	0	2
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
<b>Total</b>	1	1	0	0	0	0	0	2

**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	0

**9.2 Investigations and Reports of finding**

Section 37(1) Initial Reports			Section 37(2) Final Reports		
Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner	Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
0	0	0	0	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		\$196,588
Overtime		\$0
Goods and Services		\$3,083
• Professional services contracts	\$0	
• Other	\$3,083	
<b>Total</b>		<b>\$199,671</b>

**11.2 Human Resources**

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	1.250
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>1.250</b>



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

Name of institution: Atomic Energy of Canada Limited

Reporting period: 2021-04-01 to 2022-03-31

### 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, 2022	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2022	Total
Received in 2021-2022	4	0	4
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 or earlier	0	0	0
<b>Total</b>	<b>4</b>	<b>0</b>	<b>4</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 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	2
Received in 2015-2016 or earlier	0
<b>Total</b>	<b>4</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, 2022	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2022	Total
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 or earlier	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

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 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 or earlier	0
<b>Total</b>	<b>0</b>

#### Section 5: Social Insurance Number (SIN)

Did your institution receive authority for a new collection or new consistent use of the SIN in 2021-2022?	No
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